



TOWN OF HOPKINTON
BOARD OF SELECTMEN'S MEETING AGENDA
TOWN HALL, 18 MAIN STREET, 2ND FLOOR
Tuesday, June 23, 2015

6:00 PM

CALL TO ORDER

1.

[EXECUTIVE SESSION \(ROOM 211\)](#)

i. EXECUTIVE SESSION MINUTES (ACTION)

The Board will consider approving executive session minutes:

1/20/15; 1/26/15; 2/3/15; 2/13/15; 2/24/15; 3/10/15; 3/17/15; 4/7/15; 4/28/15;
5/19/15; 6/02/15

ii. CONTRACT NEGOTIATIONS, LITIGATION AND REAL PROPERTY

1. To discuss strategies with respect to collective bargaining updates by the Town Manager relative to Police, Fire and Dispatch, because an open meeting may have detrimental effects on the bargaining positions of the Board;
2. Contract negotiations with nonunion personnel relative to the Police Chief and Town Manager.

PLEDGE OF ALLEGIANCE

6:45 PM

PUBLIC SESSION (Room 215)

2.

PUBLIC FORUM

Residents are invited to share ideas, opinions or ask questions regarding town government.

6:55 PM

CONSENT AGENDA (ACTION)

3.

i. PARADE PERMIT (ACTION)

Proponent: Cystic Fibrosis Foundation, Teresa Waite

Starting Point: Fatima Shine, Summer Street, Holliston

Ending Point: Fatima Shine, Summer Street, Holliston

Date & time: Saturday, October 3, 2015, Start time 8:30AM in Holliston.

Street Closings: None.

Supporting Exhibits: [Application & Permitting Team Comments.](#)

ii. MINUTES (ACTION)

The Board will consider accepting the following public session minutes:

[February 3, 2015](#); [February 24, 2015](#); [March 10, 2015](#).

iii. COMMON VICTUALLER LICENSE (ACTION)

The Board will consider approving the following Common Victualler's license for Yogurt Beach at 36 Main Street.

Supporting Exhibits: [Application & Permitting Team Comments](#).

iv. BOND AUTHORIZATION NOTES (ACTION)

Pursuant to various articles of the 2012, 2013 and 2014 Annual Town Meetings, the Board will consider approving a Bond Authorization Note in the amount of \$3,812,178 for various capital projects approved at respective Town Meetings.

Supporting Exhibit: [Treasurer's List of Projects for the June 2015 BANS](#).

v. SPECIAL OFFICER APPOINTMENT (ACTION)

The Board will consider appointing Pat O'Brien as a Special Officer for a three-year term to expire on June 23, 2018.

Supporting Exhibit: [List of Special Officers](#).

vi. MARATHON FUND REQUESTS (ACTION)

The Board will consider approving the following Marathon Fund requests for the 300th Anniversary Celebration's *Light Up the Night* Fireworks Family Picnic:

1. Snow Storm Graphics' Caricature Artists for \$400.00;
2. Clarity the Clown for \$450.00; and
3. Porta Potties for \$2,708.00

Supporting Exhibits: [Committee Requests](#); [Fund Balance](#); [Committee Charge](#).

vii. 300TH ANNIVERSARY CELEBRATION PARADE PERMIT, STREET CLOSINGS & PARKING PROHIBITIONS (ACTION)

The Board will consider approving the following Parade Permit, road closures and parking prohibitions:

Proponent: Paul Witcher, 300th Anniversary Parade Committee Chairman.

Starting Point: Middle School Parking lot at 88 Hayden Rowe.

Ending Point: Town Common.

Date & time: Sunday, September 13, 2015, 11:30 to 4:00PM.

Street Closings: The following are a list of street closings for the 300th Anniversary Parade (Streets will be closed from the hours of 11:00AM to 4:30PM):

1. Main Street (from Pleasant Street to Hayden Rowe);
2. Hayden Rowe (from Main Street to Grove Street);
3. Pleasant Street (from Hayden Rowe to Main Street);
4. Grove Street (from Main Street to Hayden Rowe); and

5. Any roads inside the above boundaries.

Parking Prohibitions: The Board will also consider approving a request to prohibit the parking of motor vehicles or trailers on all listed public ways on the day of the parade until 4:30PM when the parking prohibition will be lifted. Parking prohibitions will be commensurate with the above street closures and will be labeled as such. The prohibition will be enforced on all public ways critical to supporting the parade and the Police Chief will be authorized full discretion to expand “No Parking” zones on any feeder streets to the closed parade route as parade planning efforts unfold. Any unauthorized vehicles parking in these areas will be towed at the owner's expense.

Supporting Exhibits: [Application & Permitting Team Comments.](#)

viii. DRAINAGE ACCESS LICENSE APPROVAL (ACTION)

The Board will consider executing a drainage easement and authorizing the Town Manager to execute a construction access license for the Hayden Rowe Drainage project

as approved in Article 53 at the 2015 Annual Town Meeting.

Supporting Exhibit: [Draft Easement & Access Licence.](#)

ix. GIFTS (ACTION)

The Board will accept \$385.00 in donations from twelve (12) anonymous donors In Memory of Ray Drawe to the Hopkinton Veteran’s Celebration Committee.

7:00 PM

PROCLAMATION (ACTION)

4.

The Board will consider approving the following proclamation for Gold Award recipient Meg Koeller from Girl Scout Ambassador Troop 73796.

7:10 PM

300th ANNIVERSARY TIME CAPSULES OPENING (ACTION)

5.

The Board and members of the 300th Anniversary Committee will open two time capsules from 1882 and 1939, respectively, that were extracted from the Korean Church.

7:40 PM

LIEUTENANT POSITION (DISCUSSION)

6.

The Board will begin a discussion about hiring a new lieutenant for the Police Department.

7:50 PM

LAKE MASPENOCK CITIZENS GROUP COMMITTEE CHARGE (ACTION)

7.

The Board will review and consider approving a citizens group committee charge to provide input in the development of a comprehensive weed prevention and control plan.

8:10 PM

UPDATES ON PROPOSED CVS: 61 MAIN STREET (DISCUSSION)

8.

The Board will give an update on future town steps regarding CVS permitting and entertain any public questions on the permitting process.

Supporting Exhibit: [Building Application](#); [Planning Board Correspondence](#).

8:40 PM

FISCAL YEAR 2016 WATER AND SEWER RATES PUBLIC HEARING (ACTION)

9.

Pursuant to the Special Act establishing the Department of Public Works in Hopkinton, the Board will set the water and sewer rates for Fiscal Year 2016, effective July 1, 2016.

Supporting exhibits: [FY16 Water & Sewer Report](#); [FY16 Sewer Rate Study](#); [FY16 Water Rate Study](#); [PowerPoint Presentation](#).

9:10 PM

0 LUMBER STREET SEWER EXTENSION (ACTION)

10.

The Board will review an application for a sewer extension at 0 Lumber Street.

Supporting exhibit: [Town Manager Memo](#).

9:30 PM

WASTE MANAGEMENT CONTRACT RENEWAL & AUTOMATION (ACTION)

11.

The Board will consider approving a new contract with EL Harvey for waste management authorizing automation and single stream recycling.

Supporting Exhibits: [Town Manager Memorandum](#), [Contract Amendment](#); [Contract](#).

9:50 PM

POSITION ANALYSIS & PAY CLASSIFICATION PLAN (ACTION)

12.

The Board will discuss the proposed position analysis and pay classification plan.

10:00 PM

FY15 YEAR END TRANSFERS (ACTION)

13.

The Board will consider approving year end transfers for FY15.

Supporting Exhibit: [List of FY15 Year End Transfers](#).

10:10 PM

FY16 LIAISON ASSIGNMENTS & REPRESENTATIVE APPOINTMENTS (ACTION)

14.

The Board will consider approving liaison assignments for FY16 and appoint Board representatives to the following committees where there are vacancies or expiring terms:

- A. Sustainable Green Committee (expiring June 30);
- B. Affordable Housing Trust Fund (expiring June 30);
- C. Marathon Fund Committee (expiring June 30);
- D. Hopkinton 2020 Representative.

Supporting Exhibit: [FY15 Liaison Assignments List](#).

10:20 PM

LIAISON REPORTS

15.

For [Board liaison assignments, click here](#).

10:25 PM

TOWN MANAGER'S REPORT

16.

10:35 PM

FUTURE BOARD AGENDA ITEMS

17.

10:40 PM ADJOURN

18.

Upcoming Board Meetings

1. July 14th
2. August 11th

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.