



HOPKINTON MASSACHUSETTS **ANNUAL TOWN REPORT**

2020

In. This. Together.



2020 was an extraordinary year.

This year we:

- **Cared for each other**
- **Missed each other**
- **Learned new ways to live and learn**
- **Shared concern and responsibility for the public health and well being**
- **Supported our community and each other.**

Thank you to all citizens of Hopkinton, the Hopkinton business community, Hopkinton organizations, boards and committees, and our Town employees for your thoughts, actions and efforts, both known and unknown.

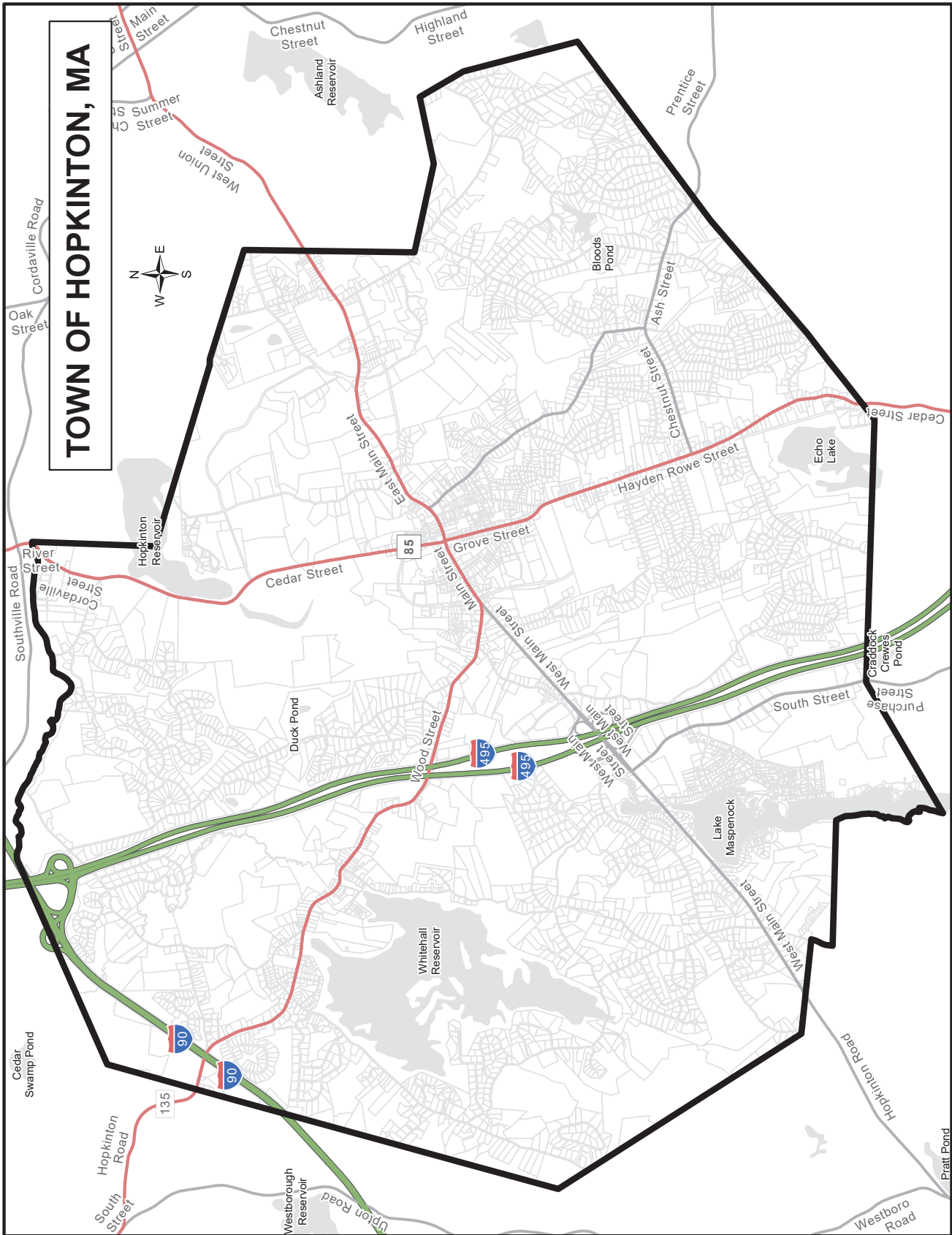
We recognize the tragic loss of the Hopkinton citizens who died of the COVID-19 virus this year, and we honor their memory.

We were—and are—all in this together.

COMMUNITY PROFILE - TOWN OF HOPKINTON, MA 2020 QUICK FACTS

Incorporated:	December 13, 1715
Type of Government:	Select Board Town Manager Open Town Meeting
County:	Middlesex
Land Area:	28 square miles
Public Road Miles:	119 (approximately)
Total Population:	17,560
Registered Voters as of 12/31/2020:	12,605
Total Single Family Units:	4,458
Total Condominium Units:	1,312
Total Households:	6,304
Average Single Family Home Value:	\$632,500
Tax Rate (2020):	\$16.82
Average Single Family Tax Bill:	\$10,639
Website:	www.hopkintonma.gov
Town Hall Hours:	Monday 8:00 a.m. to 4:30 p.m. Tuesday 8:00 a.m. to 7:00 p.m. Wednesday 8:00 a.m. to 4:30 p.m. Thursday 8:00 a.m. to 4:30 p.m. Friday 8:00 a.m. to 2:00 p.m.

TOWN OF HOPKINTON, MA



WHERE DO I GO FOR.....

Absentee Ballot	<i>Town Clerk's Office</i>
Abutter's List	<i>Assessor's Office</i>
Birth Certificate	<i>Town Clerk's Office</i>
Boat Passes	<i>Parks & Recreation</i>
Building Permit	<i>Building Department</i>
Schedule Burial/purchase/sell plot	<i>Cemetery Department</i>
Burning Permit	<i>Fire Department</i>
Business Certificate	<i>Town Clerk's Office</i>
Death Certificate	<i>Town Clerk's Office</i>
Dog License	<i>Town Clerk's Office</i>
Electrical Permit	<i>Building Department</i>
Food Permit	<i>Board of Health</i>
Firearms License	<i>Police Department</i>
Gas/Plumbing Permit	<i>Building Department</i>
Marriage License/Certificate	<i>Town Clerk's Office</i>
Municipal Lien Certificate	<i>Treasurer's Office</i>
Insurance Claims	<i>Town Manager's Office</i>
Motor Vehicle Abatement	<i>Assessor's Office</i>
Occupancy Certificate	<i>Building Department</i>
Parade Permits & Licenses	<i>Town Manager's Office</i>
Pay Excise Tax	<i>Treasurer's Office</i>
Pay Water/Sewer Bill	<i>Treasurer's Office</i>

Property Record Card	<i>Assessor's Office</i>
Raffle/Bazaar Permit	<i>Town Clerk's Office</i>
Pay Real Estate Tax	<i>Treasurer's Office</i>
Register to Vote	<i>Town Clerk's Office</i>
Senior Retiree Benefits	<i>Human Resource Department</i>
Septic System	<i>Board of Health</i>
Tax Abatement	<i>Assessor's Office</i>
Trash/Recycling	<i>Department of Public Works</i>
Tree Warden	<i>Department of Public Works</i>
Water/Sewer Questions	<i>Water Department</i>
Zoning Verification	<i>Building Department</i>

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TOWN OF HOPKINTON, MA

Boards & Commissions

RECORDS AND STATUS AS OF 12/31/2020

AFFORDABLE HOUSING TRUST FUND BOARD

The purpose of the Hopkinton Affordable Housing Trust is to provide for the creation and preservation of affordable housing in Hopkinton for the benefit of low-and moderate-income households.

		Term Start	Term End
John Morris	Member	07/01/2019	06/30/2021
Beth Malloy	Member	07/01/2019	06/30/2021
Amman Haidri	Member	07/01/2020	06/30/2022
Irfan Nasrullah	Member	07/01/2020	06/30/2022
Vacant	Member		

APPROPRIATION COMMITTEE

There shall be an Appropriation Committee of five registered voters of sound business experience or good judgment, who shall serve without pay and who shall consider any and all questions involving the expenditure of money, for the purpose of making reports or recommendations thereon to the Town. The Finance Director shall serve on the Appropriation Committee ex officio, as a sixth non-voting member.

		Term Start	Term End
Michael Manning	Member	07/09/2018	06/30/2021
Wayne Pacheco	Member	09/07/2017	06/3/2020
Shahidul Mannan	Member	08/13/2019	06/30/2022
Todd Cestari	Member	07/09/2018	06/30/2020
Bill Flannery	Member	12/23/2020	06/30/2022
Timothy O'Leary	Ex Officio	01/15/2019	Indefinite

BOARD OF APPEALS

The Board of Appeals shall have the following statutory powers under MGL c. 40A: Appeals. To hear and decide appeals by any person aggrieved by any order or decision of the Director of Municipal Inspections or other administrative official in violation of any provision of MGL c. 40A or of the Zoning Bylaw.

Special permits. Pursuant to MGL c. 40A, § 9, to hear and decide applications for special permits for which express provision is made in the Zoning Bylaw.

Variances. Pursuant to MGL c. 40A, § 14, to hear and decide petitions for use and dimensional variances as set forth in MGL c. 40A, § 10. Use variances permit a use of land other than a use expressly permitted in a particular district. Dimensional variances authorize deviations from restrictions dealing with such matters as setbacks, frontage and lot size.

		Term Start	Term End
Mark Hyman	Chair	07/01/2018	06/30/2023
Rory Warren	Member	12/21/2017	06/30/2022
John Savignano	Member	12/21/2017	06/30/2022
John Coutinho	Member	07/31/2020	06/30/2025
Michael DiMascio	Member	06/14/2016	06/13/2021
Jerry Tuite	Associate Member	07/21/2020	06/30/2025
Ria McNamara	Associate Member	08/13/2019	06/30/2022
Walter Garland	Associate Member	07/01/2018	06/30/2023
Smriti Choudhury	Associate Member	09/24/2019	06/30/2021

BOARD OF ASSESSORS

The Board of Assessors shall perform the functions and duties required by the general laws for Boards of Assessors except the duties which are performed by the Principal Assessor as established by the Charter in Section 5-4.

		Term Start	Term End
Adam Munroe	Member	06/29/2020	05/15/2023
Lesley Ficarri	Member	06/01/2015	05/17/2021
Gunajit Medhi	Member	05/21/2019	05/16/2022

BOARD OF HEALTH

The Board of Health shall make reasonable health regulations and shall enforce the laws relating to public health, the provisions of the state code relating to public health, and all local health regulations. The Board shall have all of the other powers and duties, which have been given to Boards of Health by general laws, by charter, by bylaw or by other Town Meeting vote.

		Term Start	Term End
Elizabeth Whittemore	Chair	06/129/2020	05/15/2023
Mike King	Vice Chair	05/21/2018	05/17/2021
Richard Jacobs	Member	05/20/2019	05/16/2022

BOARD OF REGISTRARS OF VOTERS

The chief duty of the Board of Registrars is to register voters. The Board is obliged to hold late registrations no later than 8:00 P.M. on the twentieth day preceding any election or town meeting. Registrars are obliged to sign or use a signature facsimile stamp to complete the certification of signatures on petitions and nomination papers.

		Term Start	Term End
Janine Wheeler-Ristaino	Member	01/30/2018	02/28/2020
Veda Kerr	Member	02/12/2019	02/02/2022
Brian Karp	Member	04/25/2018	02/01/2021
Connor Degan	Member	05/20/2019	05/16/2022

CAPITAL IMPROVEMENT COMMITTEE

The Committee shall ascertain annually what capital expenditures will be required by the Town during the subsequent ten fiscal years. In making its determinations, the Committee shall consult with such officers of the Commonwealth of Massachusetts and of the Town and its various boards and committees, as in its discretion it shall deem appropriate and beneficial. Department heads and chairpersons of all boards, commissions and committees of the town, whether elected or appointed, shall submit to the Committee, not later than the third Monday of November of each year, recommendations and statements for capital expenditures for the subsequent ten fiscal years. Recommendations for the subsequent five fiscal years will include operating cost estimates as deemed necessary by the Committee.

		Term Start	Term End
Alton Chen	Chair	07/01/2018	06/30/2023
Matthew Kizner	Member	07/31/2019	06/30/2024
Nate Oram	Member	07/01/2017	06/30/2022
Devin Callinan	Member	04/04/2019	04/04/2024
Ramya Kumaraswamy	Member	06/19/2018	06/18/2023

CEMETERY COMMISSION

The Town of Hopkinton maintains seven cemeteries:

Mt. Auburn Cemetery - Mt. Auburn St. Evergreen Cemetery - Wood St.
Main St. Cemetery - Main St.
East Main St. Cemetery (aka Valentine Tombs, aka Episcopal Cemetery) - East Main St.
East Hopkinton Cemetery - Clinton St.
Granite St. Cemetery - Granite St. Bear Hill Cemetery - Pond St.

https://www.hopkintonma.gov/departments/departments_of_public_works/cemetery_records_and_information.php

		Term Start	Term End
Claire Wright	Chair	06/29/2020	05/15/2023
Thomas Pratt	Co-Chair	05/23/2018	05/17/2021
John D Palmer	Member	05/20/2019	05/16/2022

COMMISSIONERS OF TRUST FUNDS

Whenever any officer of the commonwealth, or of a county, city or town, makes a payment of public money to the treasurer of a city or town in the commonwealth, he shall furnish at the same time to the auditor of such city or town, or to the town accountant, if there is no auditor, a written statement of the amount of the payment, and the date and purpose thereof.

		Term Start	Term End
Janine LeBlanc	Member	05/23/2018	05/17/2021
Sue Kurys	Member	05/20/2019	05/16/2022
Mary Duggan	Member	06/29/2020	05/15/2023

COMMUNITY PRESERVATION COMMITTEE

Hopkinton Community Preservation Committee (CPC) was established to identify the Town's needs, capabilities and resources with regard to community preservation. The CPC considers proposals made by groups and individuals to ensure they meet the criteria of the law, benefit the community, and are financially feasible. The Committee then makes recommendations to the Annual Town Meeting. The CPC may include in its recommendations a request to set aside for later spending funds for specific purposes that are consistent with community preservation, but for which sufficient revenues are not immediately available.

9 Member Board: 3 At-Large; Permanent Representatives: Conservation Commission, Historical Commission, Planning Board, Parks & Recreation Commission, Housing Authority, Open Space Preservation Commission. At-Large serve 3-year staggered terms; permanent positions serve 1-year terms.

MGL 44B; Town bylaw Chapter 5 Section 23

		Term Start	Term End
Christopher Alicandro	Member, At Large	09/01/2020	06/30/2023
Rebekah Hoffman	Member, Housing Auth.	07/01/2020	06/30/2021
Gary Trendel	Member, Planning Board	07/01/2020	06/30/2021
Alfred Rogers	Member, At Large	07/10/2018	07/09/2021
Ken Weismantel	Chair, At Large	09/10/2019	06/30/2022
Eric Sonnett	Member, Historical Com.	06/30/2020	07/01/2021
Jim Ciriello	Member, Conservation	07/28/2020	07/27/2021
Steven Levandosky	Member, OSPC	02/06/2020	08/01/2021
Dan Terry	Member, Parks & Rec.	07/01/2020	06/30/2021

CONSERVATION COMMISSION

The Commission is the permitting authority specifically charged with the promotion and development of Hopkinton's natural resources, and the protection of wetland resource areas. The primary activity of the Commission is the administration of the Wetlands Protection Act (MGL 131, §40) and the Hopkinton Wetlands Protection Bylaw. The Commission also engages in planning, helping to acquire and manage open space, and encouraging and monitoring Conservation and Agricultural Preservation Restrictions.

		Term Start	Term End
Jeff Barnes	Chair	07/01/2018	06/30/2021
Melissa Recos	Co-Vice Chair	07/09/2019	06/30/2022
Kerry Reed	Co-Vice Chair	07/01/2018	06/30/2021
Janine LeBlanc	Member	07/02/2018	07/01/2021
Edwin Harrow	Member	06/28/2019	06/30/2022
Jim Ciriello	Member	07/09/2019	07/08/2022
Carl Barker-Hook	Member	07/21/2020	06/30/2023

CONSTABLES

		Term Start	Term End
Francis D'Urso	Elected Constable	07/01/2018	05/17/2021
Michael A. Hayes	Elected Constable	05/20/2019	05/16/2022
Patrick Atwell	Elected Constable	06/29/2020	05/15/2022
Scott Gonfrade	Special Constable	07/01/2018	06/30/2021
William Pickett	Special Constable	07/01/2020	06/30/2023

COUNCIL ON AGING

The Select Board shall appoint a Council on Aging for the purpose of coordinating or carrying out programs designed to meet the problems of the elderly in cooperation with programs of the Commission on Aging established under MGL c. 6, 73.

		Term Start	Term End
Nancy Drawe	Member	08/07/2018	06/30/2021
John Palitsch	Member	06/28/2019	06/30/2022
John Gardner	Associate Member	07/10/2018	07/09/2021
Marilyn Palmer	Member	07/10/2018	06/30/2021
Don Wolf	Member	06/28/2019	06/30/2022
Samuel Docknevich	Member	10/20/2020	06/30/2023
Donna Deneen	Member	08/04/2020	06/30/2023
Carole Slaman	Associate Member	08/07/2018	06/30/2021
Megan Carvalho	Member	08/07/2018	08/06/2021

CULTURAL COUNCIL

The purpose of the Hopkinton Cultural Council (HCC) is to support public programs in the arts, humanities and interpretive sciences which promote access, education, diversity and excellence for residents of our community. This is accomplished by granting funds received from the Massachusetts Cultural Council (MCC), in accordance with their guidelines, to individuals and organizations that will present their programs in our community or local area. We fund a variety of programs each year appropriate for diverse age and interest groups. Whenever possible we give priority to Hopkinton artists and organizations. The HCC actively seeks opportunities to increase visibility to groups of different cultures to promote diverse grant opportunities.

<https://twitter.com/HopkCulturalCou>

<https://www.facebook.com/hopkintonculturalcouncil>

		Term Start	Term End
Ilana Casady	Chair	01/29//2019	01/29/2022
Meena Kaushik	Member	07/09/2019	06/30/2022
Darlene Hayes	Member	11/17/2020	11/17/2023
Andrea Wilk	Member	07/01/2019	06/30/2022
Sterling Worrell	Member	07/01/2018	06/30/2021
Amy Groves	Member	01/29/2019	01/29/2022
Jonathan Meltzer	Treasurer	12/19/2020	12/19/2023
Richard Jacobs	Member	12/19/2020	12/19/2023
Laura Stacey	Secretary	12/19/2020	12/19/2023
Christine Enos	Member	03/10/2020	03/10/2023
Michelle Heeney	Member	07/21/2020	07/21/2023
Nasiba Mannan	Member	12/15/2020	12/15/2023
Katie Pierce	Member	12/15/2020	12/15/2023

DESIGN REVIEW BOARD

The Design Review Board shall review applications for site plan review submitted pursuant to Article XX of the Zoning Bylaw. It shall evaluate such requests based on design criteria in this article. Its written findings shall be advisory to the Planning Board and shall be submitted to the Planning Board and the applicant along with any recommendations and conditions. Such findings shall contain explanation and rationale as appropriate.

		Term Start	Term End
Jeffrey Doherty	Chair	08/10/2020	08/31/2021
Ria McNamara	Member	08/10/2020	08/31/2021
Jeanette Thomson	Member	08/10/2020	08/31/2021
Sue Ellen Stoddard	Member	08/10/2020	08/31/2021
Deborah Fein-Brug	Member	08/10/2020	08/31/2021
Greg Maze	Alternate Member	08/10/2020	08/31/2021
Amy Ritterbusch	Alternate Member	08/10/2020	08/31/2021

ELEMENTARY SCHOOL BUILDING COMMITTEE

Purpose: The ESBC shall be formed in accordance with the provisions of the Town's Charter and Bylaws for the purpose of developing, evaluating and, if appropriate, advancing an elementary school building project worthy of the Town of Hopkinton, generally monitoring the Massachusetts School Building Authority (MSBA) School Building Grant Application process and advising the Select Board during the construction of an MSBA Approved Project.

Mission: To facilitate the development of a proposed solution to the operational and educational constraints of Center School that will be supported by the voters of Hopkinton, as well as the MSBA.

		Term Start	Term End
Joe Markey	Chair	07/01/2019	06/30/2029
Mike Manning	Appropriation Rep.	07/01/2019	06/30/2029
Mike Shepard	Vice-Chair	07/01/2019	06/30/2029
John Weaver	Community Member	07/01/2019	06/30/2029
Lauren Dubeau	School Principal	07/01/2019	06/30/2029
Norman Khumalo	Town Manager	07/01/2019	06/30/2029
Dave Daltorio	Town Engineer	07/01/2019	06/30/2029
Rob Nickerson	Clerk	07/01/2019	06/30/2029
Carol Cavanaugh	School Superintendent	06/14/2018	06/30/2029
Brendan Tedstone	Select Board Rep.	08/04/2020	05/16/2022
Susan Rothermich	School Finance Officer	06/25/2018	06/30/2029
Meg Tyler	School Rep.	07/01/2020	06/30/2022
Lya Battle-Rafferty	School Rep. - Alternate	07/01/2020	06/30/2022

GROWTH STUDY COMMITTEE

		Term Start	Term End
Amy Ritterbusch	Member	08/12/2019	08/11/2029
Fran DeYoung	Member	08/12/2019	08/11/2029
Muriel Kramer	Clerk	08/12/2019	08/11/2029
Fin Perry	Chair	08/12/2019	08/11/2029
Tim Brennan	Member	08/12/2019	08/11/2029
Wilson St. Pierre	Associate Member	08/12/2019	08/11/2029
David Wheeler	Associate Member	08/12/2019	08/11/2029
Chuck Joseph	Member	08/12/2019	08/11/2029
Michelle Murdock	Member	08/12/2019	08/11/2029

HCAM BOARD OF DIRECTORS

		Term Start	Term End
Michelle Murdock	Member	07/01/2020	06/30/2023

HISTORICAL COMMISSION

M.G.L. authorizes the establishment of an historical commission for the preservation, protection and development of the historical or archaeological assets of such city or town. Projects entrusted to the Commission include conducting research for places of historic or archaeological value, assisting cooperatively with others engaged in such research, and carrying out other initiatives for the purpose of protecting and preserving such places.

		Term Start	Term End
Michael Roughan	Chair	07/10/2018	06/30/2021
Nanda Barker-Hook	Member	06/28/2019	06/30/2022
John Pavlov	Treasurer	07/01/2020	06/30/2023
Beth Watson	Member	06/28/2019	06/30/2022
Nancy Stevenson	Secretary	07/01/2020	06/30/2023
Vacant	Member		06/30/2022
James Haskins	Associate Member	07/01/2020	06/30/2023
Eric Sonnett	Member	07/01/2020	06/30/2023
Stacy E. Spies	Associate Member	08/04/2020	06/30/2023

HOPKINTON HISTORIC DISTRICT COMMISSION

The Hopkinton Center Historic District was established by the townspeople in 1979, consisting primarily of properties surrounding the Town Common, the Common itself, and properties along the south side of Main Street, ending near the corner of Grove Street. A small portion of East Main Street is also included. In recent years, Center School and the Town Hall have been added to the district. In 2019, the 76 Main Street Historic District was created. The Hopkinton Center Historic District Commission is the reviewing authority responsible for regulating design within both Districts.

Historic Districts in Massachusetts have three major purposes, as stated in Ch. 40C of Massachusetts General Law: 1.) To preserve and protect the distinctive characteristics of buildings and places significant to the history of the Commonwealth and its cities and towns; 2.) To maintain and improve the settings of those buildings and places; 3.) To encourage new designs compatible with existing buildings in the district.

https://www.hopkintonma.gov/departments/land_use_department/HHDC

[.php](#)

		Term Start	Term End
Amy Ritterbusch	Chair	07/01/2020	06/30/2023
Stacy E. Spies	Historical Society Rep.	07/01/2020	07/01/2023
Beth Watson	Member	07/01/2020	06/30/2023
Beth Kelly	Vice-Chair	07/01/2018	06/30/2021
Muneeza Nasrullah	Board of Realtors	08/13/2019	06/30/2022
Melanie Smith	At Large Member	08/13/2019	06/30/2022
Jeanette Thomson	Bos Society of Architects	07/01/2018	06/30/2021

HOUSING AUTHORITY

The Hopkinton Housing Authority shall conduct studies of the housing needs of the community and shall provide programs to make available housing for families of low income and for elderly persons of low income. The Hopkinton Housing Authority shall have such other powers and duties as are assigned to housing authorities by general law.

		Term Start	Term End
Marilyn Palmer	Member	07/01/2019	05/30/2021
Rebekah Hoffman	Member	05/31/2017	05/30/2022
Darlene Hayes	Member	06/29/2020	05/19/2025
Nancy Kelleigh	Member	05/16/2019	06/30/2021
Warren Johnson	Member	05/21/2019	05/20/2024

IRVINE-TODARO PROPERTIES ADVISORY GROUP

CHARGE: The Irvine Todaro Properties Advisory Group shall work with the Director of Land Use, Planning and Permitting as follows:

1. Make recommendations to the Select Board regarding the design of an interactive public process;
2. Guide creation of a Master Plan for the Todaro/Irvine parcels;
3. Engage the Select Board throughout the process to ensure that the Master Plan reflects the community's aspirations;
4. Provide assessment of the broader neighborhood context, the aforementioned uses and other uses appropriate for the site, quality of life and visual characteristics valued by the community; create a Master Plan for the parcels;
5. Gather input from a broad base of citizens by reaching out to the community through a community visioning workshop, and by conducting focus groups and surveys;
6. Conduct public education and outreach on the Master Plan process.

		Term Start	Term End
Alton Chen	Chair	01/05/2016	01/04/2026
Nancy Richards-Cavanaugh	Member	06/21/2016	06/20/2026
Daniel Terry	Member	06/21/2016	06/20/2026
Mary Jo LaFreniere	Member	08/04/2020	06/20/2026
Patrick Sansonetti	Member	06/21/2016	06/20/2026
Donna McKenna	Member	06/21/2016	06/20/2026
Eric Sonnett	Member	11/03/2015	11/02/2025

LAKE MASPENOCK DAM ADVISORY GROUP

The Lake Maspenock Dam Committee was established by the Select Board to insure for the maintenance and care of the Dam.

		Term Start	Term End
Vacant	Member		
Robert Dobinski	Member	04/02/2013	04/01/2023
Mark Sexton	Member	03/11/2014	03/10/2024
Mike Riley	Member	02/05/2013	02/04/2023
Evan Lowell	Member	02/26/2013	02/25/2023
Frank Holland	Member	02/26/2013	02/25/2023
David Gibbs	Member	02/05/2013	02/04/2023

LAKE MASPENOCK WEED MANAGEMENT & CONTROL ADVISORY GROUP

COMPOSITION: The Citizen Input Group shall consist of five (5) full members appointed by the Select Board. All members shall serve at the pleasure of the Select Board and shall be Hopkinton residents. Specifically the membership shall be as follows:

One resident of the area in the vicinity of Lake Maspenock who has a background in weed management and control;
One designee from the Conservation Commission;
One designee from the Parks & Recreation Commission; and Two at-large members.

CHARGE: The Citizen Input Group shall make recommendations to the Director of Public Works regarding measures to facilitate effective public participation in the formulation of the Comprehensive Weed Management and Control plan (The Plan) at Lake Maspenock.

The Advisory Group may make recommendations regarding the following:

- Coordinating, consulting and providing methods and means for seeking public input, energizing public interest and support in the formulation of The Plan;
- Facilitating meetings and helping organize efforts towards ensuring effective public participation at the meetings and that public input is valued; Optimizing public buy-in to The Plan;
- Formulating methods and means of increasing public awareness about the benefits, risks and ecological impacts of The Plan.

QUALIFICATIONS: Energy, commitment, available time, communication skills and ability to bring people together.

		Term Start	Term End
Cynthia Esthimer	Chair	07/14/2015	07/13/2025
Joseph Baldiga	Member	07/14/2015	07/13/2025
Jeff Barnes	Member	08/11/2015	08/10/2025
Drew Logan	Member	07/14/2015	07/13/2025
Eric Sonnett	Member	08/11/2015	08/10/2025

LIBRARY TRUSTEES BOARD

The Hopkinton Public Library's Board of Trustees is a five-member elected board responsible for overseeing the library for the benefit of the community. Working closely with the library director, members are responsible for establishing library policies and plans, determining the final budget and conducting public relations. The board meets on the third Thursday, from September through June.

		Term Start	Term End
Susan Porter	Chair	05/20/2019	05/16/2022
Meena Kaushik	Member	06/29/2020	05/15/2023
Stanley Pulnik	Member	05/23/2018	05/17/2021
Jessica McCaffrey	Member	06/29/2020	05/15/2023
Janice Barry	Member	05/20/2019	05/16/2022

MARATHON COMMITTEE

		Term Start	Term End
Dorothy Ferriter-Wallace	Chair	07/01/2020	06/30/2023
Robert McGuire	Member	07/01/2020	06/30/2023
Tim Persson	School Facilities Liaison	06/24/2019	06/30/2020
Amy Markovich	Parks Rec Liaison	06/24/2019	06/30/2020
Alexander Danahy	Member	07/10/2018	06/30/2021
Craig Gormley	Member	06/29/2018	06/30/2021
Jean Cann	Member	04/05/2018	04/04/2021
Joseph Bennett	HPD Liaison	07/01/2019	06/30/2020
Charles Wallace	Member	07/10/2018	06/30/2021
Stephen Slaman	HFD Liaison	07/01/2019	06/30/2020
Adam Munroe	Member	07/09/2019	06/30/2022
Michael Mansir	DPW Liaison	07/01/2019	06/30/2022
Robert Levenson	Member	07/01/2020	06/30/2023
Tab Kadlik	Member	07/09/2019	06/30/2022
Jane Goodman	Member	07/10/2018	06/30/2021
William Miller	HFD Liaison	07/01/2019	06/30/2020
John Porter	HPD Liaison	07/01/2019	06/30/2020
Judith Pitasi	Member	06/19/2018	06/30/2021
Jacques LeDuc	Member	06/29/2018	06/30/2021

MARATHON FUND COMMITTEE

The Marathon Fund Committee was established in 1986 to make recommendations to the Select Board regarding use of the annual gift to the Town by the Boston Athletic Association related to the Boston Marathon. After allocating moneys to various expenses the Town incurs related to public safety and logistics for the race, the remaining dollars are allocated by the Marathon Fund Committee for student- athlete scholarships for Hopkinton high school seniors, as well as to fund grants to various needy community groups in support of recreation, athletics, and community.

		Term Start	Term End
Carole Nathan	Chair	07/03/2019	06/30/2022
Meenakshi Bharath	Member	09/26/2018	06/30/2021
Amy Markovich	Member	07/01/2019	06/30/2022
Mary Jo LaFreniere	Select Board Liaison	08/04/2020	06/30/2021
Colleen Charleston	Secretary	07/09/2019	06/30/2022

OPEN SPACE PRESERVATION COMMISSION

The commission's goal is to acquire and protect land from development, to help preserve the rural character of Hopkinton. The commission evaluates undeveloped land, ranking parcels according to several criteria: overall size, wildlife habitat, plant species, watershed protection, recreation potential and proximity to other protected land. The development potential also is evaluated, in order to assess the value of the land, as well as the costs of town services if it is developed.

		Term Start	Term End
Brendan Tedstone	Select Board Rep.	06/23/2016	06/22/2021
Nancy Peters	Member	06/19/2017	06/18/2022
Jane Moran	Planning Board Rep.	10/08/2019	06/30/2024
Steven Levandosky	Member	01/07/2020	06/30/2024
Edwin Harrow	Conservation Rep.	11/17/2019	11/17/2020

PARKS AND RECREATION COMMISSION

		Term Start	Term End
Daniel Terry	Chair	05/23/2018	05/17/2021
Robert Dobinski	Member	05/23/2018	05/17/2021
Liisa Jackson	Member	06/29/2020	05/15/2023
Cynthia Esthimer	Member	05/20/2019	05/16/2022
Laura Hanson	Member	06/29/2020	05/15/2023

PERMANENT BUILDING COMMITTEE

The Permanent Building Committee's primary responsibility is to provide an efficient, professional mechanism for overseeing the design, construction, reconstruction, alteration or enlargement of buildings or other facilities owned by the Town or undertaken on land-owned, leased or operated by the Town. Committee membership includes an architect, engineer, an individual who is primarily engaged in the construction business, and an individual with legal, accounting or finance experience.

		Term Start	Term End
Dan McIntyre	Chair	07/01/2020	06/30/2023
Robert Scott	Member	06/28/2019	06/30/2022
Curtis Smithson	Member	07/01/2020	06/30/2023
David Godfroy	Member	08/07/2018	06/30/2021
Michael DiMascio	Member	06/28/2019	06/30/2022

PERSONNEL COMMITTEE

The Personnel Committee's responsibilities are outlined in Town Bylaw Chapter 33. Specifically, the Personnel Committee shall work with the Town Manager and the Human Resources Director to provide guidance, feedback and advice on matters regarding Town employees.

		Term Start	Term End
Patricia Duarte	Chair	07/01/2018	06/30/2021
Patricia Sinicole	Member	06/28/2019	06/30/2022
Garry Russell	Member	07/01/2020	06/30/2023
Kathleen Laflash	Member	06/22/2018	06/21/2021
Barbara Kessler	Member	07/01/2020	06/30/2023

PLANNING BOARD

The Planning Board consists of nine members, elected for five-year terms on a rotating basis. The Board's duties include adopting a Master Plan for the Town (the current Master Plan was most recently updated in 2017), conducting studies, and, when necessary, preparing plans of the resources, possibilities and needs of the Town for submission to the Select Board for their consideration. The Planning Board serves as the local authority for the Subdivision Control Law; adopting Rules and Regulations governing the subdivision of land in the Town of Hopkinton; reviewing all preliminary and definitive plan submissions, and endorsing approval-not-required plans. The board also drafts and submits zoning amendments for consideration by the Town. When a zoning amendment has been put forward by any entity, the Planning Board holds the public hearing and also reports its recommendation to Town Meeting.

		Term Start	Term End
Muriel Kramer	Member	05/15/2017	05/14/2022
Mary Larson-Marlowe	Member	05/23/2018	05/17/2023
Gary Trendel	Chair	06/03/2019	05/20/2024
Sundar Sivaraman	Member	06/29/2020	05/19/2025
Jane Moran	Member	06/29/2020	05/19/2025
Francis DeYoung	Member	08/18/2020	05/17/2021
Deborah Fein-Brug	Member	05/23/2018	05/17/2023
David Paul	Member	05/15/2016	05/14/2021
Robert C Benson	Member	05/20/2019	05/17/2021

PRATT FARM MASTER PLAN TEAM

The Pratt Farm Master Plan Team may work with a Consultant as follows:

1. Make recommendations to the Select Board regarding the design of an interactive public process;
2. Guide creation of a Blueprint and Written Statement for the Pratt Farm;
3. Engage the Select Board throughout the process to ensure that the uses in the blueprint and written statement reflect the community's aspirations including but not limited to a well site, community assisted agriculture, scout lodge and associated driveway access and off-street parking facilities, appropriate buffer zones, and trails and community day uses;
4. Provide an assessment of the aforementioned uses and other uses appropriate for the site, quality of life and visual characteristics valued by the community; create a Written Statement and Blueprint for the parcel;
5. Reach out to the community through charrettes, focus groups, and surveys; and
6. Conduct public education and outreach on the master plan process.

		Term Start	Term End
Brian Herr	Chair	10/20/2015	10/19/2025
George Bradbury	Vice-Chair	10/20/2015	10/19/2025
James Murphy	Clerk	10/20/2015	10/19/2025
Eric Carty	Member	11/17/2015	11/16/2025
Barry Rosenbloom	Member	11/03/2015	11/02/2025

SCHOOL COMMITTEE

The powers of the School Committee shall include, but are not intended to be limited to the following: To appoint a superintendent, and other officers as allowed by the general laws, to fix compensation and to define their duties, make rules concerning their tenure of office and to discharge them, to make all reasonable policies consistent with M.G.L.A. or Department of Education regulations for the administration and management of the public school system and for the conduct of its own business and affairs and to adopt a budget.

		Term Start	Term End
Lya Battle-Rafferty	Member	06/29/2020	05/15/2023
Nancy Richard-Cavanaugh	Vice-Chair	05/20/2019	05/16/2022
Amanda Fargiano	Chair	05/23/2018	05/17/2021
Margaret Tyler	Member	05/23/2018	05/17/2021
Joe Markey	Member	06/29/2020	05/15/2023

SELECT BOARD

The Select Board shall serve as the chief policy making agency of the Town, shall be responsible for the formulation and promulgation of policy to be followed by all Town Agencies serving under it and shall, in conjunction with other elected Town officers and multiple member bodies, develop and promulgate policy guidelines designed to bring all Town Agencies into harmony.

		Term Start	Term End
Brendan Tedstone	Chair	05/31/2019	05/16/2022
Amy Ritterbusch	Member	06/29/2020	05/15/2023
Brian Herr	Member	05/23/2018	05/17/2021
Irfan Nasrullah	Vice Chair	05/23/2018	05/17/2021
Mary Jo LaFreniere	Member	05/20/2019	05/16/2022

SUSTAINABLE GREEN COMMITTEE

The mission of the Hopkinton Sustainable Green Committee is to promote sustainable and environmentally responsible practices in the Town of Hopkinton. The Committee will assist town government, business and residents to implement sustainable policies and practices in the areas of energy, agriculture, conservation and commerce. The Committee will increase the public's awareness of important environmental issues through education and outreach.

		Term Start	Term End
Andrew Michael Hayes	Chair	07/01/2020	06/30/2023
Amy E. Groves	Member	07/01/2020	06/30/2023
Meena Kaushik	Member	07/01/2020	06/30/2023
Paul M. Gallagher	Member	07/01/2020	06/30/2023
Christine Coffman	Member	07/01/2020	06/30/2023
Donald Sutherland	Member	07/01/2020	06/30/2023
Geoffrey Rowland	Member	07/01/2020	06/30/2023
Rebeka Hoffman	Member	07/01/2020	06/30/2023
Peggy A. Barton	Member	07/01/2020	06/30/2023
Renee Dean	Member	07/01/2020	06/30/2023

TAX RELIEF COMMITTEE

The Tax Relief Committee was organized to provide assistance to residents of Hopkinton who need assistance in keeping up with the ever increasing property taxes that accompany the growth of our desirable town. Through an application process administered by the Committee members, eligible applicants are awarded up to a maximum of \$500,00 per calendar year in support of their property tax bills. The goal of the Committee is to keep Hopkinton residents in their homes when fixed incomes or disabilities prevent them affording the town in which they own homes and live.

		Term Start	Term End
John L. Palmer	Chair	07/01/2020	06/30/2023
Sue Kurys	Member	07/01/2020	06/30/2023
John Morris	Member	06/28/2019	06/30/2022
Vacant	Member		
Vacant	Member		

TRAIL COORDINATION AND MANAGEMENT COMMITTEE

The TCMC will serve as a reference point for trails groups and the public, foster a user-friendly and open/transparent process, establish branding, promotion and public education, foster community engagement, and achieve sustainability. The TCMC will support and facilitate a coordinated approach to trail planning and management, comply with town plans, rules and regulations, and ensure the implementation of Town Meeting votes, adopted plans, regulations, regulatory decisions and board/committee actions.

		Term Start	Term End
Peter LaGoy	Chair	02/26/2019	06/30/2021
Jamie Wronka	Member	07/09/2019	06/30/2021
Liisa Jackson	Member	07/01/2020	06/30/2023
David Paul	Member	08/13/2019	06/30/2022
Charles Dauchy	Member	07/01/2020	06/30/2023
Kenneth Parker	Member	07/09/2019	06/30/2022
Margaret Wiggin	Member	07/01/2020	06/30/2022

TRUSTEES OF THE SCHOOL FUND

		Term Start	Term End
Deborah Finnerty	Chair	05/30/2019	05/29/2022
Elizabeth Haahsy-Getchell	Secretary	05/30/2019	05/29/2022
Julie Franks	Treasurer	05/30/2019	05/29/2022
Erin Graziano	Member	05/30/2019	05/29/2022
Kathryn Tighe	Member	05/30/2019	05/29/2022
Kim Niemi	Member	05/30/2019	05/29/2022
Carly Grant	Member	05/30/2019	05/29/2022

UPPER CHARLES TRAIL COMMITTEE

Educate the residents of the town and develop the Upper Charles Trail in Hopkinton, from the Milford Town line to the Ashland Town line, which shall include the Hopkinton Center Trail. The Committee's responsibilities shall include, but shall not be limited to, planning, design, permitting, property rights acquisition and construction of the Trail and associated infrastructure.

		Term Start	Term End
Jane Moran	Chair	06/28/2019	06/30/2022
Eric Sonnett	Vice-Chair	07/10/2018	06/30/2021
Eli Post	Member	07/01/2020	06/30/2023
Brian Fitzgerald	Alternate Member	07/09/2019	06/30/2022
Jim Ciriello	Member	07/01/2020	06/30/2023
John Coutinho	Member	06/28/2019	06/30/2022
Cynthia Esthimer	Member	08/13/2019	06/30/2021
Bob Snyder	Member	07/01/2020	06/30/2023
Kenneth Parker	Member	07/10/2018	06/30/2021
Barry Rosenbloom	Member	06/28/2019	06/30/2022
Peter Johnson	Alternate Member	08/04/2020	06/30/2023

VETERANS CELEBRATION COMMITTEE

This Committee was established to remember and honor our fallen Vets with an Annual Memorial Day Remembrance Celebration and to honor our local veterans with an annual Veteran's Day dinner.

		Term Start	Term End
Michael Whalen	Chair	07/01/2020	06/30/2023
Teri Nelson	Member	01/07/2020	06/30/2022
James Mirabile	Member	08/13/2019	06/30/2022
Linda Muri	Member	10/17/2018	06/30/2021
Rebecca Canty	Member	01/01/2019	06/30/2021
Patrick Atwell	Member	06/19/2018	06/30/2021
Seldon MacNeil	Member	06/30/2018	06/30/2021

VETERANS GRAVE OFFICER

		Term Start	Term End
Michael Whalen	Officer	10/08/2019	06/30/2024

WOODVILLE HISTORIC DISTRICT COMMISSION

The Woodville Historic District was created by Town Meeting in May of 2005 to preserve and protect the unique heritage of the Village of Woodville.

		Term Start	Term End
Sean Davan	Chair	07/01/2019	06/30/2022
Paul Larter	Vice-Chair	07/01/2020	06/30/2023
Tina Berlad	Member	07/09/2019	06/30/2022
Vacant	Board of Realtors		
Craig Nation	Member	07/01/2018	06/30/2021
Nancy Peters	Member	07/02/2018	06/30/2021
Vacant	Boston Society of Architects		

YOUTH COMMISSION

PURPOSE: The Hopkinton Youth Commission is charged with identifying the emerging and ongoing needs of Hopkinton's youth and families. The Commission is responsible for creating community-wide opportunities that support long term well-being of all youth. Programs and activities supported by the Youth Commission shall promote an overall benefit to all youth and families. The Hopkinton Youth Commission should be creative, resourceful and seek collaboration with a range of partners to improve the wellbeing of all Hopkinton Youth.

CHARGE: The Youth Commission's activities and programs will include but not be limited to:

1. Work in conjunction with the Select Board, Town Manager and all Hopkinton Town Departments that interact with youth and families; including but not limited to Youth Services Department, Parks and Recreation Department, Police Department, Hopkinton Public Library, Hopkinton Senior Services and Hopkinton Public School District.
2. Promote community education regarding youth and family issues.
3. Support programs and activities which raise awareness and encourage healthy adolescent development.
4. Collaborate with other organizations whose goals are aligned with those of the Hopkinton Youth Commission.
5. Develop recommendations for the Select Board regarding programs, projects and policies benefiting youth and families.
6. Set annual goals in conjunction with the Youth Services Department.

		Term Start	Term End
Dawn Ronan	Chair	06/28/2019	06/30/2022
Andrea Krammes	Member	07/01/2020	06/30/2023
Tracey Ferencsik	Member	06/28/2019	06/30/2022
Caitlin Tirrell	Member	12/18/2018	06/30/2021
Chelsea Rockhold	Member	07/01/2020	06/30/2023
Stacia Fredrich	Associate Member	07/10/2018	06/30/2021
Alyndra Canty	Member	07/10/2018	06/30/2021

ZONING ADVISORY COMMITTEE

Its purpose is to review and develop proposals for zoning bylaw and zoning map amendments, and make recommendations to the Planning Board.

		Term Start	Term End
Ria McNamara	Board of Appeals Rep.	09/01/2020	08/31/2021
Ted Barker-Hook	Conservation Rep.	09/01/2020	08/31/2021
Ron Foisy	Chamber of Commerce Rep	09/01/2020	08/31/2021
Madhumitha Chandasekar	At Large (4)	09/01/2020	08/30/2022
Sundar Sivaraman	At Large (2)	09/10/2019	06/30/2021
Mary Larson-Marlowe	Chair	09/01/2020	08/31/2021
John Coutinho	At Large (1)	09/02/2019	08/31/2021
Curtis Smithson	At Large (3)	09/01/2020	08/30/2022
Rachel Rossin	At Large (5)	09/01/2020	08/30/2022

SELECT BOARD/OFFICE OF THE TOWN MANAGER

Metrics:

- Number of Select Board Meetings - 35
- Number of licenses and permits issued by Select Board - 94
- Number of Public Records Requests - 9
- Average number of business days for complete response - 6
- Total valuation of real property and personal property at risk - \$243M
- Claims filed under workers compensation - 13
- Number of days lost due to injury - 114
- Total number of insurance claims - 13
- Operating cost as a percentage of total operating budget - 0.6%

The Select Board and Norman Khumalo, Town Manager, respectfully submit the 2020 Annual Report of the Select Board/Town Manager's office.

SELECT BOARD COMPOSITION AND DUTIES

The Select Board, the Chief Executive Officers of the Town, consists of 5 members elected for three year terms. Current members of the Select Board are Brendan Tedstone (Chair), Irfan Nasrullah (Vice Chair), Brian Herr, Mary Jo LaFreniere and Amy Ritterbusch. In accordance with the Hopkinton Home Rule Charter, the Board:

- Serves as the chief policy making board of the Town;
- Is responsible for the formulation and promulgation of policy to be followed by all Town agencies serving under it;
- Adopts and submits a budget annually to the Appropriation Committee and to Town Meeting;
- In conjunction with other elected Town officers and boards and committees, develops and promulgates policy guidelines designed to bring all Town offices into harmony;
- Serves as the licensing board of the Town.

Select Board member John Coutinho left the Board in 2020, and the Select Board and Town Manager thank Mr. Coutinho for his service and wish him well. The Board appreciates his hard work and dedication to the Town on the Select Board and on other boards and committees.

The Board meets regularly throughout the year, and meetings are open to the public. For meeting schedules and agendas, please see the online calendar of the Town website.

The Board appoints the Town Manager, who, along with the Assistant Town Manager, is responsible for the administration of the day-to-day operations of the Town. The Board also appoints Town Counsel, the Police Chief, the Fire Chief, and the members of several boards and committees.

REMEMBRANCE

The Board recognizes the loss of the following Hopkinton citizens who served the community in a professional or volunteer capacity. Sincerest condolences are shared with all families and friends of the deceased, and our fondest appreciation for the many contributions made to move Hopkinton forward to the Town it is today.

- Daniel R. Laughlin
- Richard Odell
- Thomas Joseph Ellam
- Mary Wise
- George Reimann, Jr.
- Nelson Goldin
- Carol P. Bronder
- George Gross
- Francis J. Pyne
- David Adelman
- Richard Michael McBride
- Edward V. Hicks

The Board also recognizes the loss of the Hopkinton citizens who died of the COVID-19 virus this year, and we honor their memory.

ACCOMPLISHMENTS

2020 was a year like no other in recent memory, due to the COVID-19 pandemic which affected the community for much of the year. The Select Board declared a State of Emergency in the Town of Hopkinton on April 7, 2020. Despite the challenges and difficulties that the pandemic presented, the business of the Town continued as we struggled through this health crisis, which affected all residents and businesses in some way. The Select Board has been continually impressed by the response to the pandemic by Town officials, Town employees, residents, and our business community throughout.

A. Celebrating Community

- The Select Board issued a Proclamation to Aditya Kaushik, who achieved the rank of Eagle Scout.
- Due to the efforts of volunteers and donations, the Olde Towne Pound on West Main Street was restored. The Board thanks those who took the initiative to propose, coordinate, and see the project through.
- The Board is grateful to all volunteers on Town boards and committees, and encourages residents to volunteer. The Town website lists the members and duties of boards and committees, and an online application makes volunteering easy. In 2020 the Select Board appointed members to the Sustainable Green Committee, Open Space Preservation Commission, Veterans Celebration

Committee, Conservation Commission, Board of Appeals, HCAM Board of Directors, Marathon Committee, Woodville Historic District Commission, Youth Commission, Hopkinton Historic District Commission, Historical Commission, Council on Aging, Lake Maspenock Weed Management and Control Advisory Group, Tax Relief Committee, Upper Charles Trail Committee, Planning Board, Personnel Committee, Community Preservation Committee, and Permanent Building Committee.

B. Establishing Policy

- The Select Board adopted a *Marijuana Testing Laboratories and Marijuana Research Facilities - Process and Host Community Agreement Policy*. The Policy facilitates the Town's ability to host the laboratories and research businesses, which are allowed uses in the Zoning Bylaw. Following adoption of the Policy, two such businesses initiated permitting processes to locate in Hopkinton.
- The Select Board revised its Rules of Procedure, which was originally adopted in 2009.
- The Select Board adopted the *Pledge, Principles and Actions on Systemic Racism in Our Community and Other Communities*. The Pledge reminds us of the values set forth in the Town Charter, and the Board pledged "to ensure that our Town government will intensify its efforts to address systemic racism, social injustice, and inequity by reaffirming the commitments we have already made and by making new commitments to ensure that all residents are safe and accepted in our community—especially those who have experienced exclusion, unfair treatment or discrimination from Town government."

C. Community Well Managed

- The Select Board was pleased to appoint Joseph E. Bennett III as Police Chief in April. Ed Lee left the Police Chief position in early 2020, and the Board wishes Mr. Lee well in the future.
- The Select Board approved the *2020 Hazard Mitigation - Municipal Vulnerability Preparedness Plan*, and thanks those who were involved in obtaining the grant funding, managing the process, and participating in the development of the Plan.
- The Board approved Amendment #7 to the Legacy Farms Host Community Agreement, which accelerated growth-related payments to the community, including to the School Department.
- The Board renewed the Town's participation in the Metrowest Veterans Service District.

D. Enhancing the Town's Economic Vitality

- The Town negotiated and signed a Host Community Agreement with ATOZ Laboratories, Inc., for an Independent Testing Laboratory (a marijuana

establishment) at 100 South Street. The Board was pleased to welcome this new business to Hopkinton.

- The Town negotiated and signed a Host Community Agreement with PerkinElmer, Inc., for a Marijuana Research Facility at 5 Parkwood Drive. The Board was pleased to facilitate the expansion of PerkinElmer into this new business venture.
- The Town negotiated and authorized the signing of a lease with the 26.2 Foundation for Town property at 53 East Main Street for an International Marathon Center.
- The Select Board authorized the negotiation of a lease with the Baypath Humane Society for Town property at 66 Fruit Street, for a new animal shelter.
- The Board adopted temporary outdoor dining regulations and approved all applications submitted by restaurants for temporary outdoor dining, made necessary due to Covid-19 restrictions on restaurants relative to indoor dining and occupancy limits. The permits will not expire as long as the State of Emergency is in effect. No fees were charged for the applications.
- The Board waived application and issuance fees for the renewal of Section 12 and Section 19C alcohol licenses, due to the negative impact on restaurants by the Covid-19 pandemic.
- The Select Board was pleased with the promotional video developed in partnership with the Hopkinton Chamber of Commerce, and thanks the Town Manager for his work on this project.
- The Select Board approved the following licenses and permits in 2020:

License/Permit Type	Number Issued/Approved
Parade Permits	8
Special Temporary Alcohol License	5
Entertainment License - One Day Event	0
Section 12 All-Alcohol and Wine & Malts Licenses (Restaurants, Clubs)	14
Section 19C Farmer Brewery Pouring Permit	1
Section 15 All-Alcohol and Wine & Malts Licenses (Package Stores), and Transfer of License	6
Common Victualler Licenses	28
Entertainment Licenses	18
Class I and II Licenses	5
Municipal Street License	1
Livery/Limo Licenses	1

Banners over streets	3
Utility Pole location/relocation within street rights of way	4

E. Investing in Town Infrastructure

- The Town purchased 6 Walcott St., as authorized by Article 51 of the 2019 Annual Town Meeting.
- The Main Street Corridor Project was permitted, and the necessary land and easements were acquired in 2020. Construction will begin in 2021. The Board is pleased that the project is moving forward, and looks forward to the anticipated improvements to the downtown area. The Board appreciates the hard work by the project managers and consultants on this project.

SELECT BOARD GOALS

The Select Board's goals are expressed in the goals set annually for the Town Manager. The Town Manager goals for FY 21 (7/1/2020 - 7/1/2021) are:

1. Coordinate and schedule town-wide planning meeting - an all-hands strategic planning meeting to confirm town priorities.
2. Facilitate, coordinate, execute a healthy revised budget process for FY21 so as to not fragment the community.
3. Continue Covid 19 Response/Management Plan – not only for department, the community and work collaboratively with the Health Director/Department

Professional support for the Select Board comes from the office of the Town Manager and includes Town Manager Norman Khumalo and Assistant Town Manager Elaine Lazarus.

The Select Board would like to extend its deepest appreciation to all Town volunteers and employees for their efforts, time and energy during 2020. It was a challenging year and you have achieved much as we have navigated the unknown together.

Respectfully submitted,

Brendan Tedstone, Chair
 Irfan Nasrullah, Vice Chair
 Brian Herr
 Mary Jo LaFreniere
 Amy Ritterbusch

ACCOUNTING & AUDITING

Metrics:

Financial Statement Results Unqualified Opinion	Number of Accounts
Under Management	6,352
Number of Annual Transactions	65,000

The Town Accountant's Office provides the compliance, assurance, and audit functions for Town departments, boards, committees, commissions, and enterprise funds. Our responsibility is to protect the fiduciary interests of the Town by ensuring that the financial records are accurately maintained and preserved following sound accounting practices and regulatory requirements. The office is also responsible for ensuring the expenditure of Town funds complies with state regulations. The Town Accountant also ensures compliance with financial mandates of the Town Charter, Town By-Laws, Town policies, and Town Meeting Actions.

The office consists of two full-time employees, the Town Accountant, and the Assistant Town Accountant. A vital element to our success is the empowerment and cooperation of our colleagues across Town departments who use and support the MUNIS financial system. With over 65,000 transactions initiated each year, this cooperation is the cornerstone of a successful accounting system managed by two staff members. The office remains committed to the continued improvement of communication and collaboration with MUNIS users across Town departments.

The Town Accountant collaborates with the Assessor's Office and the Massachusetts Department of Revenue to validate and support compliance reporting for setting the property tax rate. The office also collaborates with the Department of Revenue for the annual completion of Schedule A and certification of accounts, as required by Massachusetts General Law. The Town Accountant coordinates the completion of the annual independent audit and performs internal audits to maintain the integrity of the Town's internal controls.

This year the Assistant Town Account, Janet McKay, retired from her position. Janet was with the Town for over 20 years and contributed to countless accomplishments in the Town Accountant's Office. We wish her the very best in retirement.

Key 2020 accomplishments include:

- All regulatory reporting requirements met or exceeded
- Deployment of additional automation modules in the MUNIS accounting system

In the coming year, the office is prioritizing the improvement of business processes, deployment of underutilized capabilities within the MUNIS financial management system, and development of a financial dashboard system.

I would like to express my deep gratitude to all Town residents, volunteers, and employees, both past and present, who make Hopkinton such an outstanding community.

Respectfully submitted,
Benjamin Sweeney, CPA

ANIMAL CONTROL

Metrics:

1532 Dog Licenses Issued
0000 Kennel Licenses Issued

DUE TO COVID - Numbers are down – although all dogs in the Town of Hopkinton must be licensed and are subject to late fees. Please contact the Town Clerk's office for licensing.

All Dogs in the town of Hopkinton must be licensed by April 1, 2021.

You can obtain a dog license at the Town Clerk's office or through the Town's Website January 1 – March 31, 2021.

- Any dog that is not licensed by April 1, 2021 will be fined \$25. (with valid rabies vaccination)
- All new dogs to the Town of Hopkinton must be licensed within 30 days.
- All puppies in the Town of Hopkinton must be licensed at 6 months of age.
 - All dogs must have a current rabies vaccination. (fines)
 - All dogs must wear their license/rabies tags (fines)
 - Recommend all puppies have proper identification

Thanks to the people of Hopkinton for putting the “license tags” on their dogs we have been able to match dogs-owners in record time! IT IS THE LAW:

We have had numerous phone calls pertaining to Wildlife. These calls include coyote spotting, foxes, squirrels, skunks, raccoon, deer etc. Please make sure that all chimneys are capped and keep doors and windows closed.

According to the Massachusetts State Laws, Massachusetts Fisheries and Wildlife; their job is to protect the wildlife in Massachusetts. We evaluate every wildlife call and take care of the ones we can, especially any animal suspicious of having rabies. Wildlife situations such as: “living in my basement/attic/garage were forwarded to the proper licensed professionals according to the rules and regulations of the State of Massachusetts. We encourage residents to keep garage doors closed, keep covers on trash cans, don't feed domestic animals outside and do not ever feed wildlife.

Other calls throughout the year 2020 were your usual missing dogs/stray dogs/missing & stray cats/dog complaints/hit dogs/hit cats/stolen dogs/animal rescues/etc. We respond to these calls either by telephone or by evaluating the situation. We have several “police calls” and many of these are during the evening hours. We would like to thank the Hopkinton Police, Fire Department, other agencies, for their continuous support and assistance in many of these calls.

William Proctor, Animal Control Officer

APPROPRIATION COMMITTEE

Metrics: Review/approval of financial articles; \$113,742,360
Support for Annual & Special (1) Town Meetings
Management of Reserve Fund under M.G.L. C. 40 S. 6; \$125,000

Members: Michael Manning, Chair
Shahidul Mannan
Todd Cestari
Wayne Pacheco
William Flannery
Ex Officio, Timothy M. O'Leary, Town of Hopkinton Chief Financial Officer

The Town of Hopkinton Appropriation Committee is established in Article 2, Section 2-7 of the Town Charter. Duties of the Committee are also prescribed in the Hopkinton Town Charter, Article 7, Sections 7-2 and 7-3; and in the Hopkinton General Bylaws, Article I Section 5-1:5-6, Article III Section 13-7, and Article VI Section 13-12.

The Appropriation Committee consists of five registered voters of sound business experience or good judgment, appointed by the Select board to consider any and all questions involving the expenditure of money. The Committee also has specific responsibility for evaluating and making reports and recommendations to Town Meeting on financial matters.

The Appropriation Committee also has a specific duty to evaluate and report on the proposed Capital Improvement Plan and is the sole statutory authority to authorize transfers from the \$125,000 fiscal year 2020 and 2021 appropriations for extraordinary and unforeseen expenditures during calendar year 2020.

The annual Appropriation Committee report to the September 12, 2020 Annual Town Meeting was a principal work product of the Appropriation Committee. The report includes:

- Sources and uses of funds
- Detailed departmental budgets
- Multi-year forecasting models
- Reviews of tax impact from proposed spending
- Summaries of debt levels
- Future principal and interest payment
- Status of Trust Funds
- Status of Stabilization and Reserve Funds

BOARD OF APPEALS

The Board of Appeals is a quasi-judicial administrative board that hears and decides zoning related appeals, applications for special permits, and petitions for variances pursuant to its authority under MGL c. 40A, and applications for affordable housing projects pursuant to its authority under MGL c. 40B. The Board has jurisdiction to hear appeals filed by any person aggrieved by reason of his or her inability to obtain a building permit or enforcement action from the Director of Municipal Inspections, or by any person, including an officer or board of the town, aggrieved by a written order or decision of the Zoning Enforcement Officer, the Planning Board with respect to decisions under site plan review, and the Historical Commission with respect to delays of demolition permits.

The Board of Appeals generally schedules public hearings on the 2nd and 4th Wednesday of each month at 7:00 PM at Town Hall. Additional information regarding the Board of Appeals is available on the Town's web site at www.Hopkintonma.gov. Persons filing with the Board of Appeals are strongly encouraged to visit the Board's web pages and the "Questions & Answers" section prior to filing any request for relief with the Board.

In 2020, the Board of Appeals issued 16 decisions, and some form of relief was granted in a majority of cases. Decisions granting relief were issued in the following categories – 20 Special Permits (40A), and 4 Variance.

In accordance with state law, decisions of the Board of Appeals are timely filed with the Town Clerk within 100 days of the initial filing of the request for relief in the case of Appeals and Petitions for Variances, and within 90 days following the close of the public hearing in the case of Applications for 40A Special Permits. Decisions relating to Applications for 40B Comprehensive Special Permits are timely filed with the Town Clerk within 40 days after the close of the public hearing. These deadlines may be extended at the request of the party requesting relief, and on more complex filings this frequently occurs to enable the applicant to file additional pertinent information with the Board. Notwithstanding, public hearings for an overwhelming majority of cases are concluded on the first night.

We wish to thank all Town departments and committees who have assisted the Board during the past year, with special thanks to the employees within the Department of Land Use, Planning and Permitting. We extend special thanks to Elaine Lazarus, the Assistant Town Manager, Charles Kadlik, the Director of Municipal Inspections and Zoning Enforcement Officer, Michael Shepard, the Assistant Building Inspector and Adina DePaolo and Cobi Wallace, for their continued service and dedicated commitment.

Respectfully submitted,

Mark J. Hyman, Chair
Rory Warren, Vice Chair
Michael DiMascio
John Savignano
John Coutinho, Clerk

Associate Members:
Gerald Tuite
Walter Garland
Ria McNamara
Smriti Choudhury

BOARD OF HEALTH

The Board of Health is composed of three elected members who serve overlapping three-year terms. The members include Chair Elizabeth (Lisa) Whittemore, Vice-Chair Richard Jacobs and member Michael King. Mr. Shaun McAuliffe, R.S., has been the Director of the Department since July 31, 2017. On November 5, 2019, the Department hired Kasey Mauro, BSN, to serve as our Public Health Nurse. Mrs. Nidia Ruberti LaRoche is the department's full-time Administrative Assistant. Our part-time Health Agent Bryan Besso, RT(R) is responsible for the Department's environmental services.

The mission of the Health Department is extensive and works under the direction of the Board of Health, below are just a few, and includes:

- promotion of community wellness,
- enforcement of federal, state and local regulations that promote public and environmental health, and
- community education.

Our agency licenses funeral directors and issues burial permits, licenses and inspects food establishments, mobile food trucks, temporary events, caterers, daycares that serve food, schools, pools, beaches, camps, trash and septage haulers, septic systems, septic installers, portable toilets vendors, tattoo practitioners, tobacco establishments and retailers and the installation of wells and septic systems, just to name a few.

On-Site Sewage Disposal Systems

The department reviewed 34 engineered plans for subsurface wastewater disposal systems. The Agent witnessed soil testing at over 40 sites for new system construction. A total of 95 septic system permits were issued, 8 permits were issued for the abandonment of systems and 19 permits were issued for component repairs to existing septic systems. A total of 62 Building Permit Applications were reviewed. Septic installer's licenses were issued to 44 individuals and 34 Septage and Trash Hauler permits were issued to firms that transport sewage and trash in the municipality. The office conducts inspections on all permits issued to ensure that Title 5 standards and local regulations are met for all on-site sewage disposal systems. Property transfer inspection reports (Title 5) totaled 128 for the year. Failing septic systems are investigated, and corrective action is planned to ensure the protection of public health. A total of 8 failed systems were identified in 2020. Mitigation activities are underway at all of them.

Community Septic Management Loan Program

Financial assistance is available to homeowners through a Community Septic Management Loan Program (CSMLP) administered by the department. This loan program was established in 1999 and offers low-interest loans at 2% to Hopkinton residents to correct their failing septic systems. Loan funding is supplied by the Massachusetts Water Pollution Abatement Trust (WPAT) through the Department of

Environmental Protection. Any town resident seeking more information about this Loan Program should contact the office at (508) 497-9725.

Water Wells

Our office reviews private well installation/deepening plans for drinking water and irrigation wells, witnesses the water quantity testing to ensure that an adequate water supply is met, and reviews comprehensive analytical reports for potential contaminants on all new private wells. The agency issued 25 permits for new wells. Prior to the transfer of ownership of the property and if the testing has not been conducted within the last five (5) years, Town regulations require comprehensive water quality testing at homes that are supplied by a private well; copies of test reports should be submitted to the office. The department recommends that residents test their wells **at least** every five years for bacteria and chemicals in order to verify the quality of their drinking water.

Disease Prevention

How does one summarize our pandemic response in a paragraph or two? The Health Department initiated our pandemic response efforts the second week of February, as the Department was responsible for quarantining all residents returning from holiday activities in China. On March 5, 2020, the Department began managing our first COVID-19 positive case. As our caseload increased through the first two weeks of March, the Department petitioned the Select Board and School Department to close the schools until the Department could complete contact tracing efforts and verify that there was no evidence of school spread. Partnering with the School Administration, the Department deputized and trained the School Nurses and the team successfully completed our contact tracing efforts, mitigating and later eliminating spread within the community. The Department deployed an attestation process for public safety and municipal employees the third week of March and teamed with the HEMG and Communication's Team to develop the COVID-19 web portal. The Department intervened to train, equip and bring testing to Golden Pond. We completed similar testing and education efforts at Fairview Estates. We participated in the planning and support for the Annual Town Meeting, voting and developed an attestation, training and management program to support the opening of the Municipal Offices. Our response actions and communication strategy was a model throughout the region. We participated in by-weekly meetings with the HEMG and Hopkinton's Department Leaders. The Department participated in bi-weekly meetings with the MDPH. The Department also participated in weekly meetings with the regional health directors, our MRC 4AB partners and our grant providers. The Department was able to secure over \$45,000 in grants to fund our COVID-19 efforts. At the end of the day, the Department has operated a model response that has consistently placed the municipality at lower risk of infection than the region. Our efforts wouldn't have met with the success that we realized without the leadership and guidance of the Emergency Management Leadership, the support of the Town Manager and Select Board and the trust and cooperation of our municipal employees. The Department is truly appreciative of the residents and businesses of Hopkinton. Your support and gratitude lifted us.

The Town participates in the Central Massachusetts Mosquito Control Project (CMMCP), a program that monitors mosquito activity, tests for the presence of infected mosquitoes, and performs activities to reduce the mosquito population, such as spraying limited areas, larviciding, reducing mosquito-breeding areas, and responding to resident's complaints. Information for residents on the project is available at cmmcp@cmmcp.org. The department worked closely with the CMMCP to mitigate the risk to the residents of Hopkinton during the 2019 public health EEE emergency. The Department is actively engaged with the MDPH and CMMCP in preparation for the 2020 mosquito season.

The department will be collaborating with the University of Massachusetts and governmental agencies to educate the public and develop risk reduction strategies to reduce the amount of tick-borne disease within the community. The agency was awarded a grant through the Commonwealth's Municipal Vulnerability Program to provide additional outreach and education to the residents during the 2020 calendar year.

The Health Director is the Burial Agent for the Town. A total of 47 Electronic Burial Permits were issued in 2020. The department utilizes data from the permitting process and from the Department of Public Health to track disease trends within the Town and establish interventions that will improve wellness.

Food Establishment Permitting and Inspections

All permanent food establishments are required to be permitted by the department, and must be inspected, at a minimum, two times per year. Temporary food establishments, such as those associated with the Boston Marathon, PolyArts Festival, Family Day and the Farmers Market, are also permitted and inspected. Follow-up inspections occur when violations are noted, and to ensure compliance with the Food Code including the food allergy notice requirements. The office investigates all complaints received regarding food services or food products; a total of 3 complaint inspections were conducted. A total of 112 routine inspections were performed in 2019. At the end of 2019, the department adopted a digital inspection process that will be fully implemented during the 2020 calendar year.

Recreational Swimming and Camps for Children

All swimming pools must be inspected and permitted by the agency prior to use and permitted 10 pools in 2020.

A comprehensive camp inspection was conducted, and permits issued for the one recreational camp for children that operated in the summer of 2020.

An intern from the office assumed Parks and Recreation's duty for water quality sampling at Sandy Beach at Lake Maspenock. The sampling is completed on a weekly basis during the swimming season. The results of this testing are reviewed by the agency to ensure swimming standards are met. The results are submitted to the Commonwealth of Massachusetts Department of Public Health for annual review.

Tobacco and Opioid Control

The department is collaborating with the Youth and Family Services, Hopkinton Organizing for Prevention and the Hopkinton Public Schools to educate the residents and employees of the community on the risks of tobacco and opioid use.

On March 25, 2019, the Board adopted the Commonwealth's Model Regulation Restricting the Sale of Tobacco Products which became effective on July 1, 2019. The MetroWest Health Foundation awarded the Health Department a second grant to introduce a dialect behavioral therapy component into the existing vaping education program. The program was revised over the Summer of 2020 and has been recognized as a model in the Commonwealth. The Department worked with Dr. Zaleski, the Director of Student Services, to modify the program in light of the pandemic.

Family Services and Wellness

The department collaborated with Youth and Family Services and Project Just Because to address family needs within the community. Through this collaboration, Project Just Because is providing perishable food donations to the community. The office will continue working directly with Project Just Because to increase its non-perishable donations within the community. At present, the Project is recognized as a top performing pantry in the Commonwealth, donating over 2,600 pounds of food each month, bridging a significant portion of the need that exists within the community. Over the holidays, the Department was able to facilitate the use of the Center School freezer for turkey storage, ensuring that all of the families in need were provided a holiday turkey. The Department was also able to secure a \$2,500 grant to support their summer snack program.

Emergency Preparedness Planning

The agency is collaborating with the Hopkinton Emergency Management group and member towns in Region 4AB to continually improve upon all-hazards awareness and emergency planning. The Public Health Nurse, Health Director and representatives from the Fire Department participated in a January 2020 tabletop exercise with several Region 4AB communities and representatives from the MDPH to test our EDS plan and general preparedness. Following that exercise, Kasey Mauro updated our EDS plan and reactivated our Medical Reserve Corps. Since the start of the pandemic, Nurse Mauro has prepared and equipped the Department to implement our EDS.

Environmental Risk Management

The department continues to collaborate with Fire Prevention to annually inventory and monitor known environmental risks within the community to protect our air, land and water resources. On January 1, 2019, the Board of Health implemented the single use check-out bag regulation. The Department has partnered with the Fire Department in the oversight of a significant heating oil spill along the northern shore of Lake Maspenock.

Mercury and Lead Reduction

A mercury and lead reduction program was established in Town in an effort to remove mercury and lead from the waste stream and to reduce the discharge of mercury and lead pollution into the environment. Residents may bring their mercury-containing thermometers to the office, and exchange them for digital thermometers as part of the mercury recycling efforts. The agency also accepts button cell batteries and old thermostats that contain mercury. Residents should be aware that fluorescent bulbs contain a small amount of mercury that may be reclaimed, and these bulbs cannot be disposed of in the trash. Residents may drop off their used fluorescent bulbs during business hours at the Hopkinton Recycling Center (E.L Harvey), so they can be recycled. We want to express our appreciation to this business for their support in reducing the amount of mercury going into our waste stream.

Digitalization

The department, with the help of the IT Manager, created an electronic database management system to manage pumping slip records. Licensed Septage Hauler's must submit to the Department the Commonwealth's Form 4 (Pumping Slip Record) within 14 days of the pumping date. The program was launched in August of 2019. The office continues to seek and research other electronic data management solutions for Title 5 Inspection Reports, Food, Septic and Well Applications in the near future.

Strategic Agenda

The Board of Health endeavors to continually improve upon the Town's health and wellness. An analysis of health metrics for the Town was completed and based upon this analysis the Board and Department have established the following three Focus Areas for the subsequent calendar years:

- To understand the environment within Hopkinton and how that may impact residents' health,
- To educate the residents of Hopkinton to optimize healthy behaviors and
- To ensure town infrastructure supports residents' health

Respectfully submitted,

Elizabeth (Lisa) Whittemore, Chair

Richard Jacobs, Vice Chair

Michael King, Member

Shaun McAuliffe, Health Department Director

BOARD OF REGISTRARS

The Board of Registrars, as directed by the State and Federal Election Laws and the Secretary of State, provides the opportunity for the voters of the Town of Hopkinton to have a voice in their local government through participation in the democratic process. The Board of Registrars ensures that all elections conducted by the Town are fair and transparent. The members of the Board of Registrars who are appointed by the Select Board for three (3) year terms are Veda Kerr, Janine Wheeler-Ristaino, and Brian Karp. The Town Clerk also serves on the Board of Registrars. Board members assist with voter registration and cover extra registration hours, as needed. Although, as in many communities, the day to day Board of Registrars' duties such as the running of elections, voter registrations, changes in voter status, and the annual street listing count are performed by the Town Clerk's office. Though the Registrars are still instrumental in conducting recounts and holding hearings on election related challenges.

The Registrars had a very busy year overseeing the procedures implemented to make the election process safer while not inhibiting the right to vote of any of our residents. Ensuring that mail-in ballots were counted openly and working with the election administration team to ensure everything was as transparent as possible.

There were five elections in 2020, the February 3, 2020 Special Town Election; the March 3, 2020 Presidential Primary; the June 29, 2020 Annual Town Election; the September 1, 2020 State Primary; and finally, the November 3, 2020 State Election. We in Hopkinton are lucky to have so many dedicated individuals watching over our democratic process and we should all take a chance to thank these individuals for the service they provide the Town. Please contact the Town Clerk's Office if you would be interested in serving as an Election Officer.



All Hopkinton residents who are US citizens, and who have attained the age of 18 by the election date, and have registered to vote by the voter registration deadline are eligible to vote in each election. Residents that are US citizens and between the ages of 16 and 17 may pre-register to vote and will then automatically become registered when they reach the age of 18. All registered voters may vote in person at the polls. They may also vote early within eleven days before a biennial State Election, or by absentee ballot if they meet the eligibility requirements. Voter registration applications

are available at the Town Clerk's Office, the Hopkinton Public Library, the Town Clerk's website at www.hopkintonma.gov, or online by visiting the Secretary of State's website at www.sec.state.ma.us/OVR. Residents are reminded that they may also register to vote at the Registry of Motor Vehicles when changing or updating information.

If you would like to confirm your voting status, please visit the Secretary of State's website: <http://www.sec.state.ma.us/VoterRegistrationSearch/MyVoterRegStatus.aspx>.

A count of Hopkinton residents by Precinct as of December 31, 2020 follows:

Precinct No.	Active	Inactive	Non-Voter	Grand Total
001	3481	88	1715	5284
002	2916	71	1021	4008
003	3082	84	1082	4248
004	2857	76	1093	4026
Total	12336	319	4911	17566

Respectfully Submitted,

Connor B. Degan
Town Clerk/Registrar of Voters

CAPITAL IMPROVEMENTS COMMITTEE

Metrics:

Review/approval of 2 capital articles; \$1,294,077
Support for Annual Town Meeting

Members: Nate Oram, Chair

Devin Callanan
Matthew Kizner
Ramya Kumaraswamy
Vacant

The Town of Hopkinton Capital Improvements Program is established in Article 7, Section 7-3 of the Town Charter. The Capital Improvement Committee is established and its duties are specified in the Town of Hopkinton General Bylaws, Chapter 5, Article 5, Sections 5-18 to 5-21.

The Committee is also charged with providing recommendations to Town Meeting on all capital articles.

Capital improvements include:

- Any acquisition, disposition, lease or transfer of land, buildings, or motor vehicles
- Any acquisition or lease of an item of equipment with a substantial useful life costing \$25,000 or more
- Any construction or improvement of public buildings or infrastructure with a total cost of \$25,000 or more

The Committee also evaluates the ten-year capital expenditure requirements of the Town, in consultation with the Town Manager, Town boards, committees, commissions, and departments.

CEMETERY COMMISSION

The Hopkinton Cemetery Commission is an elected three-member board charged with overseeing the town's cemetery needs. Offering cemetery space and services for Hopkinton residents is an important municipal function which towns are required to provide their citizens under Massachusetts law. The town has sufficient burial space for the present time in the lower section of Mt. Auburn Cemetery. An adjacent 2.5 acre parcel was purchased in 2015 to meet future demands, and the planning process should begin in a few years to ensure that the land is ready to be used when it is needed.

Cemetery Records On-line

Hopkinton's public cemetery records are now available on-line, thanks to generous funding from the Community Preservation Act. Phase I of the Cemetery Records Digitization Project was carried out in 2016-17 and involved scanning and transferring to digital format, with microfiche backup, all of our vulnerable paper records – some centuries old – into a safer, modern medium that will preserve them for the 21st century and beyond. In 2018, Phase II was accomplished, integrating the newly digitized records into a publicly accessible, searchable on-line format available through the town's website.

The final portion of the Cemetery Commission's records project was completed this year, with recent data added in since the original scanning and a system established for entering future records. Working with IT consultants, DPW personnel, and IT Director Josh Grossetti, the DPW is now able to enter new data electronically, and the public records system will be kept up to date.

Providing the town's cemetery records in an electronic format is an invaluable resource for personal inquiry, town or family history, and genealogical research. The new system has been well received, and IT reports that in 2020, the Cemetery Records section was among the most visited, with most time spent, of areas on the website. The records can be accessed on the Town of Hopkinton website, either through the **eGov** tab to **Cemetery Records** or by going to the **Cemetery Commission** website under **Boards and Committees**. Our sincere thanks go to IT Director Josh Grossetti for his patience and perseverance during the development of this new public resource.

Headstone Restoration

After repairing the many damaged, fallen, and at-risk historic headstones at both the Main Street and Evergreen cemeteries, the Cemetery Commission completed the most extensive of its headstone preservation projects in the spring of 2020 at Mt. Auburn Cemetery. With CPA funding and professional stone conservation services supplemented by volunteer efforts, approximately 100 historic stones were restored. Many were remounted, some carefully reconstructed, and all were cleaned and treated with an approved biological growth inhibitor to return them to a proper and dignified condition. Stones of town founders, town leaders, Civil War veterans, and everyday Hopkintonians were restored and preserved. Several unstable or leaning monuments were also straightened and stabilized.

Other Activities

To learn more about the work of the Cemetery Commission, our site on the town website gives information on our services and projects. Included is a video tour of the town's historic Comey Chapel, with details on how the chapel can be used by the public for small gatherings. The goal

of the Cemetery Commission continues to be to provide for the maintenance, improvement, and expansion of our cemeteries and their related activities.

Respectfully submitted,

Claire Wright, *Chairman*
Thomas Pratt, *Vice Chairman*
John Palmer, *Clerk*



The grave of REV. NATHANIEL HOWE.

3786: Reverend Nathaniel Howe
40 yr. Minister - First Congregational Church

Pastor of the First Congregational Church in Hopkinton.

Born at Ipswich. Graduated at Harvard College 1786.

Ordained Oct.5.1791

Died Feb.15.1837.

COMMUNITY PRESERVATION COMMITTEE

To the Citizens of Hopkinton

Overview

The Community Preservation Act (Massachusetts General Laws; Chapter 267) was signed into law in 2000. This legislation allows cities and towns to create their own community preservation funds through a surcharge of up to 3% of the local tax levy on real property. In 2001, the citizens of Hopkinton adopted a CPA bylaw and thereby approved a 2% surcharge to their property taxes. Revenue from this surcharge is dedicated for the preservation of open space, historic sites, affordable housing and passive/active outdoor recreation in the Town. Local revenue is supplemented through the state Community Preservation Trust Fund.

Under the provisions of the CPA, a Hopkinton Community Preservation Committee was established to identify the Town's needs, capabilities and resources with regard to community preservation. The CPC considers proposals made by groups and individuals to ensure they meet the criteria of the law, benefit the community and are financially feasible. The Committee then makes recommendations to the Annual Town Meeting. The CPC may include in its recommendations a request to set aside for later spending funds for specific purposes that are consistent with community preservation, but for which sufficient revenue is not immediately available.

The Community Preservation Committee is a nine-member board which includes designees from the Planning Board, Open Space Preservation Committee, Conservation Commission, Historical Commission, Parks and Recreation Commission, the Housing Authority and three At-Large members appointed by the Hopkinton Board of Selectmen. The current Community Preservation Committee members are:

- Chair and Member-at-Large Ken Weismantel
- Parks and Recreation Commission Representative - Dan Terry
- Conservation Commission Representative - Jim Ciriello
- Planning Board Representative – Gary Trendel
- Open Space Conservation Commission Representative - Steven Levandosky
- Housing Authority Representative – Rebecka Hoffman
- Member-at-Large - Alfred Rogers
- Member-at-Large - Chris Alicandro
- Historical Commission Representative and Vice Chair – Eric Sonnett

Accomplishments

In 2020 the following projects were approved at Town Meeting to carry on the Committee's endless and critical endeavor toward the continuation of preserving our town's historical history in various forms:

Preservation of Town Records
\$20,000 - Historic Preservation

Preservation of Town Records in the Town Hall basement, with funds being expended based on the age of record, extent of damage and the importance of contents.

Historical Property Survey

\$3,800 - Historic Preservation

The Survey will cover all of Summer Street, Main Street odd numbers 81-95, and even numbers 70-92 Main Street

Historical Preservation of Hopkinton Center for the Arts

\$400,000 - Historic Preservation

Historical Preservation to the Exterior of the Hopkinton Center for the Arts, Terry Family Farmhouse, located at 98 Hayden Rowe.

Aikens Park Trail to Stone Bridge

\$25,000 - Passive Active Recreation

Construction of an Aikens Park Trail to Stone Bridge segment, located along Rt. 85.

Kelleigh Land Purchase

\$60,000 - Passive Active Recreation

Purchase of Keleigh parcel known as the "Railroad bed" approximately 1600 feet long for use for the continuation of the Upper Charles Trail.

Campus Trail Connector

\$74,376 - Passive Active Recreation

Construction of a Campus Trail Connector located at 0 McDermott Lane (Directly across from EMC Playground).

Hughes Trail Phase 2

\$20,000 - Passive Active Recreation

Phase 2 of Trail Project, located at the Western end of the Hughes Trail Property.

Drainage Study EMC Playground - Skatepark

\$75,000 - Passive Active Recreation

Includes the design of the storm water system, design and bid for the skatepark.

Looking Ahead

The Community Preservation Committee will continue its mission of identifying preservation needs and projects in the Town of Hopkinton and make funding recommendations to the Annual Town Meeting.

The Committee would like to send their deepest appreciation to long term member and former Chair Henry Kunicki. His knowledge and dedication to the Community Preservation Committee will be greatly missed.

Respectfully submitted:

Ken Weismantel, Chair

CONSERVATION COMMISSION

The Conservation Commission is required by law to fulfill a number of duties pursuant to the Massachusetts General Laws, the Massachusetts Wetlands Protection Act (WPA), and the Hopkinton Wetland Protection Bylaw (Bylaw).

To fulfill these obligations, the Commission processed applications and conducted public hearings for 96 Notices of Intent, Resource Area Delineations, Requests for Determination, Certificates of Compliance, Enforcements, Emergency Certifications, Extension Permits, and Project Changes during the past year. The Commission also processed 68 Requests for Minor Project Exemptions under the WPA and Bylaw, which improved response time for applicants and freed valuable agenda time for more complex projects.

These filings and activities, plus project site inspections, project reviews, public hearings, communications with the Department of Environmental Protection, and informational meetings with residents and developers, occupied the Commission and its staff during the past year. The Commission meets two to three Tuesday nights per month to meet the requirements of the WPA and Bylaw.

Commission staff also spent time responding to requests for comments from other Town Boards and working with other Town Departments on various town projects and concerns.

Members of the Commission served on the Community Preservation Committee, Lake Maspenock Dam Advisory Group, Lake Maspenock Weed Management Advisory Group, Open Space Preservation Commission, Upper Charles Trail Committee, and the Zoning Advisory Committee.

Major projects reviewed, approved and/or underway by the Commission during 2020 include:

- Commercial Solar Power Array at 147 Lumber Street,
- Commercial Solar Power Array at Cedar Street and Wilson Street,
- Commercial Solar Power Array at 0 Wilson Street
- Commercial Solar Power Array at 0, Rear, 71 Frankland Road
- Commercial Building, 0 South Street
- MassDOT, I-495 and I-90 Interchange Improvement Project
- Highland Park IV, Stoney Brook Road,
- Hopkinton Elementary School 129 Hayden Rowe,
- LNG Liquefaction Replacement Project, 52 & 55 Wilson Street,
- Maspenock Woods, West Elm Street,
- Pulte Homes at Legacy Farms North,
- The Trails at Legacy Farms North,
- REC Hopkinton, Chamberlain and Whalen Roads,
- Residential Subdivision, 203 Pond Street

- Whisper Way Subdivision, and
- Elmwood Farms III Subdivision

The Commission monitors these major projects, along with other numerous on-going residential and commercial projects of various sizes, on a regular basis, working closely with project engineers, managers, and contractors to ensure they're complying with the requirements and performance standards under the law.

The Commission is committed to protecting our Town's valuable wetland, buffer zone, groundwater and open space resources and ensuring compliance with Federal, State and Hopkinton wetland regulations, our bylaw, low impact development, and best management practices.

The Commission has worked closely with the Department of Public Works relative to the on-going maintenance of town trees, roads and roadway drainage structures within and adjacent to wetland resource areas.

Commission goals include encouraging Low Impact Development initiatives, supporting open space acquisition and stewardship, and continuing efforts to successfully handle all permit applications in a timely manner.

The Commission staff has worked diligently to assist the public with understanding wetland regulations and fulfilling permitting requirements, streamlining the permitting process for applicants, promoting environmental stewardship, educating the public, acting as a liaison to other Town boards and committees, and to provide timely information to the Commission on projects under review in order to hold efficient public meetings.

The Commission thanks the residents of Hopkinton for their water conservation efforts over the past year.

The Commission invites the public to attend our meetings, become involved, volunteer, request Commission presentations to aid in local awareness about wetlands, and to provide comments on any of the projects brought before us. Meeting times and agenda items are posted on the Town's website (www.hopkintonma.gov) and a link can be found on the Commission's webpage (http://www.hopkintonma.gov/departments/land_use_department/conservation_commission) as well as in the Town Clerk's Notebook at Town Hall. All members of the community are welcome and encouraged to attend our meetings or to call the Commission Office at 508-497-9745 with any questions.

Respectfully Submitted by the Hopkinton Conservation Commission,

Jeffrey Barnes, Chair
 Melissa Recos, Co-Vice Chair
 Kerry Reed, Co-Vice Chair
 Carl Theodore Barker-Hook
 James Ciriello
 Edwin Harrow
 Janine LeBlanc

Don MacAdam, Conservation Administrator
 Anna Rogers, Inspections Administrative Assistant

COUNCIL ON AGING HOPKINTON SENIOR CENTER



HOPKINTON SENIOR CENTER

The Council on Aging seeks to enhance and enrich the quality of life for adults aged 60 and older in the Town of Hopkinton by providing activities and services that encourage independence, healthy living, and continued participation in the community. We envision a Hopkinton where seniors are a valued and respected part of the community, where they may have active and independent lives, and live safely in their homes and community for as long as they choose. Hopkinton should be seen as the best place to retire, as well as raise a family!

At the Hopkinton Senior Center we strive to provide and grow programs that meet a wide range of needs and interests by offering a variety of exercise classes, educational programs (history, art, music, and health related), multiple art and craft groups (quilting, knitting, pottery, painting, and special craft programs), support groups, transportation, and day trips. We offer a daily lunch program to meet nutritional and social needs.

2020 provided the Senior Center with the opportunity to change and enhance how our programs and services were delivered to the senior community in Hopkinton due to COVID 19. Early in 2020, most programs were in in-person and at the Senior Center. After mid-March, when we found that our traditional practices around programs and activities were no longer possible, we pivoted to new strategies for bringing programs to seniors from the comfort of their own homes. All of our exercise programs, language, and special interest programs became virtual, utilizing Zoom.

Beginning in early May, we brought back our nutrition program, on hold due to COVID, by offering a lunch that could either be picked up or delivered to doorsteps four days a week. This program was funded in part by the Metrowest Foundation and CARES Act grants and has provided meals to about 160 seniors each week.

We began the year with our usual monthly Veterans Breakfast at the Senior Center on the first Friday of each month. However, in accordance with health regulations, these monthly breakfasts were cancelled from March until October, at which time we were able to host a Veterans Breakfast for about 50 veterans on the Town Common.

Along with our daily classes and activities, the Senior Center offers a variety of special events and programs held virtually to comply with health regulations. Our Memory Cafe, supported in part by the Hopkinton Public Library, has kept its monthly meeting as a virtual program supporting individuals living with dementia and their caretakers. In addition, the monthly Caregiver group became a twice a month virtual meeting in order to provide more support for caregivers during the isolation of COVID. The Senior Center also instituted a call program, utilizing our wonderful volunteers, that reached out to seniors who had become more socially isolated due to the pandemic.



Veterans Breakfast

Looking forward into 2021, we expect to continue virtual programming before returning to in person as health protocols allow. We plan to expand transportation options, to grow programs that would be of interest to a more active senior population, and to establish Hopkinton as a caring Age and Dementia Friendly Community.

Respectfully submitted,
Amy Beck, Senior Services Director

CULTURAL COUNCIL

The purpose of the Hopkinton Cultural Council (HCC) is to support public programs in the arts, humanities and interpretive sciences which promote access, education, diversity and excellence for residents of our community. This is accomplished by granting funds received from the Massachusetts Cultural Council (MCC), in accordance with their guidelines, to individuals and organizations that will present their programs in our community or local area. We fund a variety of programs each year appropriate for diverse age and interest groups. Whenever possible we give priority to Hopkinton artists and organizations. The HCC actively seeks opportunities to increase visibility to groups of different cultures to promote diverse grant opportunities.

In 2020, the majority of our grants were extended to 2021. Our biggest accomplishment was The Celebration of Diversity Mural creation on the EMC Park fence on Rt 85.

In 2021 we will allocate funds to support arts and culture in Hopkinton as well as support our local artists. It is our hope that all of our grant recipients will be able to run their programs as well as the programs that were delayed from 2020. We also hope to continue to support local artists and promote diversity in town by extending The Celebration of Diversity mural as well as bring back Art on the Trail.

We currently have 13 board members. 0 Vacancies.



Celebration of Diversity-Hopkinton Cultural Council



START HOPKINTON-Hopkinton Cultural Council

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works (DPW) has the unique honor and opportunity to positively impact residents' lives on a daily basis by providing many of the necessary services on which their lives depend and by which their quality of life is improved. The DPW provides well maintained roads and sidewalks to ensure safe travel; it provides clean, potable water for safe drinking, cooking, and cleaning; it provides for the removal and proper treatment of sewage to protect public health; it collects municipal solid waste and disposes it in a responsible manner; it collects recyclable materials and ensures they are properly recycled; and it keeps the parks and cemeteries mowed and beautifully maintained for all to enjoy. All of these responsibilities are carried out by the DPW Team which is experienced, hardworking, and dedicated to the Community.

The DPW comprises of the Administrative Division, the Highway Division, and the Water and Sewer Divisions. The DPW is also responsible for Solid Waste and Recycling; maintenance of Cemeteries and Parks; and the Tree Warden. More information about the DPW can be found on our webpage at

<http://www.hopkintonma.gov/home/government/departments/dpw>.

Report from the Director

This was a year of successes and challenges for the DPW. The DPW was involved in many exciting, important capital projects that included the blending facility on Fruit Street and completing the replacement of the Cedar Street water main.

The DPW's operations were greatly challenged this year by COVID-19. All of our operations had to be reengineered to ensure that we were protecting the health and safety of our employees and residents. Thanks to the guidance of the Board of Health Team and the dedication of the DPW Team, we were able to successfully modify our operations and continue to serve the community with the high quality Public Works' services that it deserves and has come to expect.

The DPW wishes Gerard Berthelette the very best in his new career after years of service to the Community. The DPW will truly miss Gerard's dedication to the Community, his work ethic, and his positive attitude.

The following reports from Division Managers highlight many other successes of the DPW. None of these successes would have been possible without the full support of the entire Municipal Team. I thank the Select Board and the Town Manager, Norman Khumalo, for their leadership and direction. I thank the Administrative Manager, Judi Regan; the Highway Division Manager, Mike Mansir; the Water/Sewer Division Manager, Eric Carty; and the Administrative Assistant, Kimberly Benitich, for their hard work, support, and dedication. I thank the other dedicated, hardworking members of the DPW Team who serve this community every day. I thank the Town Engineer, Dave Daltorio; and all of the staff at the Town Hall for their support of all that the DPW accomplishes. Finally, and most importantly, I thank the residents of Hopkinton for their support and for allowing the DPW to serve this community's public works needs.

Sincerely,
John K. Westerling
Your Director of Public Works

Water Division

The Water Division staff is responsible for maintaining 8 pumping stations, 3 water tanks, 770 fire hydrants and 76 miles of water main. Approximately 65% of the town is serviced by municipal water. The Division is on call 24 hours a day, 365 days a year.

Last year we pumped a record 413,462,177 gallons of water. The Division saw a record year for water pumped to serve newly built homes, many more people at home due to COVID-19, and the extended drought. Monthly water samples were collected throughout town and tested for bacteria. We are also mandated by the State and Federal government to test for a wide variety of other contaminants in the water. The annual consumer confidence report was again distributed explaining our water sources, the water treatment, and the water testing results.

2020 was a most challenging year as the department dealt with the passing of a long time employee, Mike Fredette. The Corona Virus required the establishment of many new protocols in the workplace that also added new challenges while performing our critical first responder jobs. We dealt with flooding in the spring and then drought all the way through the fall and then back to flooding again in December.

Crews again had another busy year responding to numerous breaks with challenging repairs and flooding events. With a large amount of new construction, many inspections and markouts were performed. Emergency and routine markouts for the gas and electric companies saw a very large increase. The major road projects on Main Street, West Main and South Street kept crews extremely busy with markouts and repairs.

The blending facility at Fruit Street and upgrades to well 4 was completed. The Division worked with the IT department and engineers through a grant to complete an asset management plan for the town's infrastructure.

The Division was able to facilitate a partnership between the schools and Labors Training Center, offering graduating high school seniors an alternative to learn the trades.

We would also like to recognize all of the other Town Departments that we work with on a daily basis and thank them for their support and help throughout the year, in particular, the Sewer and Highway Divisions.

The Division is committed to continued employee training and education. We will look to continue in-house improvements to the system, meter change outs and upgrades to the meter reading software.

Thank you also to Jed Fennueff, Mat Gogan, Shawn McDonald and Dan Bates for their continued service and dedication to the town.

Sincerely,
Eric J. Carty Water/Sewer Manager

Sewer Division

The sewer staff is responsible for checking 8 sewer pumping stations along with over 40 miles of sewer pipe. Approximately 40% of the town is serviced by municipal sewer. Daily inspections of the sewer pumping stations are conducted to ensure proper operation. The Division is on call 24 hours a day, 365 days a year and responds to numerous emergency calls throughout the year.

Wastewater flows to the town of Westborough for 2020 totaled 97,626,000 gallons, flows to the Hopkinton plant on Fruit Street totaled 19,371,299 gallons, and no wastewater was sent to the Milford treatment plant.

All of the sewer pumping station wet wells were cleaned twice during the year for proper operation. Sewer lines in known trouble areas were checked for proper flow.

Crews again had another busy year responding to numerous emergency alarms due to pump issues, power outages and flooding events. Many inspections and markouts were performed for new construction. Emergency and routine markouts for the gas and electric companies saw a very large increase. The major road projects on Main Street, West Main and South Street kept crews extremely busy with markouts and repairs.

COVID-19 presented many challenges as there was a major influx of rags and wipes in the system that clogged pipes and pumps and required numerous emergency responses.

An inflow and infiltration program continued to search for extraneous flow into the system.

Special recognition should also be made to all the other Town Departments for their continued help and support to the Sewer Division throughout the year, in particular the Water and Highway Divisions.

A special thanks goes out to Al Lombardi and Jeff Pyne for their continued service and dedication to the town.

Sincerely,
Eric J. Carty
Water/Sewer Manager

Highway Division

The Highway Division has many responsibilities to the town and its citizens. Some of which include pavement management, drainage system maintenance and repair, stormwater management, street sweeping, maintaining cemeteries, parks and recreation areas, plowing and salting roads, sidewalks, schools and town owned buildings, vehicle and equipment maintenance for several Town Departments, and much more.

We completed approximately \$1.1 Million of roadwork in our pavement management plan. The Division reclaimed five roads and crack sealed 27 roads.

All of the town's more than 2,500 catch basins were inspected and cleaned.

Highway Division employees replaced and upgraded signs throughout town with new reflective signs. This work is part of our annual sign replacement program to stay compliant with Federal regulations.

To comply with stormwater regulations the Highway Division spent additional time sweeping streets a second time in areas that are required under the EPA's MS4 Stormwater Permit.

Due to the COVID-19 pandemic, many standard operating procedures had to be implemented to keep our employees and residents as safe as possible. This was not any easy task, but thanks to the hard work and dedication of our employees the Division was able to continue to provide a high level of service to the community and not miss a day.

I would like to thank Highway Division employees Phil Schiloski, Gerard Berthelette, Jamie Stewart, Chuck Moore, John Bernier, Chris Dagg, Pat McDonnell, Ray Shehata, Pat Canastar, Joe Arena, Collin Barry, Brandon Carty, and Brendan O'Leary for all of their hard work and dedication. Thank you to Eric Carty and all of the members of the Water and Sewer Divisions for their help throughout the year. I also would like to thank Judi Regan and Kim Benitich for their administrative support to the Highway Division.

From all of us at the Highway Division, we would like to wish Gerard Berthelette the best in his new career. You will be missed!

The Highway Division's goal is to be committed to providing the highest level of service possible to the town and its residents and continue to provide employee training and education and look for ways to become more efficient in all of our day to day operations.

Sincerely,
Mike Mansir
Highway Manager

Tree Warden

The Tree Warden is responsible for the setting out, care, maintenance, and removal of shade trees and the enforcement of all provisions of law for their preservation, according to Massachusetts General Laws Chapter 87. Essentially, it is the Tree Warden's responsibility to protect town trees and to remove town trees that are a safety hazard.

There are times when this requires cooperation with utility companies to identify trees that are endangering overhead wires and allowing them to be removed by the utility which benefits both parties. The DPW worked with Eversource to remove over 150 Town trees at no cost to the Community.

The Tree Warden assisted Town Departments throughout the year, including at the parks and Recreation Department. As always, the Highway and Water and Sewer Divisions were willing and ready to offer any assistance they could.

Sincerely,
John Westerling
Tree Warden

DESIGN REVIEW BOARD

The Design Review Board was established by a vote of Town Meeting in May, 1994. Its purpose is to provide a detailed review of uses and structures having a substantial impact on the Town, enhance the natural and aesthetic qualities of the Town, preserve the value of land and buildings, and to protect and preserve the historic and cultural aspects and heritage of the Town. The Design Review Board members are appointed annually by the Planning Board.

The Design Review Board reviews applications for Major and Minor Project Site Plan Review that are submitted to the Planning Board, and makes recommendations to the Planning Board and the applicant. The Board reviews plans in conjunction with design criteria established in the Zoning Bylaw and intends to work with applicants to design projects that enhance and contribute to the Town. The Board also reviews applications for permanent signs and makes recommendations to the applicant and the Director of Municipal Inspections.

In 2020 the Design Review Board reviewed 9 applications for permanent signs and the following applications for Site Plan Review:

- Maspenock Woods – Proposed Changes to 5 West Elm Street
- LFJ Development Corp. - 25-35 Main Street
- Hopkinton Public Schools - Elmwood Elementary School Expansion
- Hopkinton Public Schools - Hopkins Elementary School Expansion
- Hopkinton Public Schools - Hopkinton High School Expansion
- REC Hopkinton LLC - 0 South Street

Jeffrey Doherty, Chair
Jeanette Thomson
Sue Ellen Stoddard
Ria McNamara
Deb Fein-Brug

Alternate Members:

Greg Maze
Amy Ritterbusch

ENGINEERING/FACILITIES DEPARTMENT

Metrics:

Number of facilities managed	15
Square footage of facilities managed	212,930
Custodial cost per square foot	\$0.58 (5 th straight FY reduction)

The mission of the Engineering/Facilities Department is to manage Town capital design and construction projects as well as providing engineering support to all other Town Departments and providing all facilities needs and requirements for all Town buildings. The Department coordinates with other Town Departments on all facility improvements and with the IT Department for development of the Town GIS Program. The Department continues to assist and oversee implementation of energy efficiency projects, tracking town building energy use and overseeing Green Community Designation requirements. Engineering assistance is provided to all departments and boards/committees for capital and non-capital projects including procurement and selection of design services and construction contracts, and day-day oversight of design and construction contracts. The Department is responsible for maintaining town assets and providing a safe and healthy environment for the public and all town staff.

Responsibilities include participation with all building committees as required or requested from project development through construction and is direct staff support for the Permanent Building Committee. The Department assists all boards/committees and departments in designer selection, bidding, value-engineering, contractor selection, and provides in-house Clerk-of-Works/Owner's Project Management services as needed for Town Capital Projects. The Department is responsible for annual maintenance contracts and overseeing renovation projects for Town Hall, DPW, Police, Fire, Library, Senior Center, and the old Center School building including but not limited to generators, elevators, fire service, burglar and fire alarms, and custodial services. The Department is responsible for after-hours, weekend and holiday response for all Town building and department needs, inclement weather, and any building system emergency.

The Department includes 4.25 full-time employees; Director, Manager, and 2.25 custodians. The Department Director is the Town Engineer/Facilities Director. The Director reports directly to the Town Manager including bi-weekly meetings to provide updates of ongoing projects and Department initiatives. The Town Manager provides beneficial guidance and advice on delivering successful capital projects, managing an efficient department and for providing exceptional service to the public and town staff. The Facility Manager directly supervises custodial staff and is responsible for day-day operations of the Department and reports directly to the Director. The Department includes one first-shift, and 1.25 second-shift employees all report directly to the Manager.

Accomplishments during FY20 include; Continued development of the Main Street Corridor Project to realign 85/135 intersection, install a two-way bike lane and underground overhead utilities from the police station to Ash Street, including

submission of Final Design to the Massachusetts Department of Transportation (MassDOT) for bidding and coordination; coordinated with Eversource Gas on their Main Street Gas Main Project; maintain operation and maintenance of Center School for community use of gymnasium; coordinated with Town insurance carrier to replace Center School Gymnasium floor twice in the fiscal year without cost to the Town, completed upgrade of Town Hall elevator, coordinated with local business to complete paving of Town Hall parking lot; completed design and replacement of Town Hall generator; coordinated with Fire Department on design and construction for replacement of all overhead doors at Main Street Station; completed replacement of boiler at the Main Street Fire Station; selected architect and commenced design for Main Street Fire Station HVAC equipment and controls upgrade project; negotiated and signed solar net metering contract for the Town Library; in coordination with the Permanent Building Committee (PBC) selected and commenced Feasibility Study for the Center School site; selected designers and contractors for renovations to the Town Hall Basement (completed significant amount of work with in-house staff); added 6 Walcott Street to list of buildings facilities is responsible for; selected contractors and equipment for renovations to 6 Walcott Street (completed significant amount of work with in-house staff); coordinated with Parks and recreation to relocate department from leased space at 85 Main Street to 6 Walcott Street; implemented significant changes to procedures and provided all required equipment and materials, and provided additional response for all COVID-19 related tasks and responsibilities for all Town Buildings and Departments.

I commend the efforts of the Facilities staff, as should everyone more often, for their response to the COVID-19 pandemic. In addition to the unprecedented amount of in-house work completed this year, they have remained onsite every day to provide not only new mandated procedures but additional cleaning and support services that exceeded mandated minimums. As a result, Town buildings have remained open every day for Town staff and additional space has been created in Town Hall and at 6 Walcott Street to meet social distancing needs. Not one day was lost in Fiscal Year 2020 or into Fiscal Year 2021 at the writing of this report as a result of any Town building needing to close for any COVID-19 related reason.

Respectfully submitted,

David T. Daltorio, P.E.
Town Engineer/Facilities Director

FINANCE DEPARTMENT

Metrics:

Bond Rating: Standard and Poors AAA

2020 Operating Budget: \$89,420,748; 2.0% of Town Property Valuation

7/1/2020 General Fund Debt: \$93,505,191; 104.6% of 2020 Operating Budget

7/1/2020 Stabilization Reserves: \$4,075,729; 4.6% of 2020 Operating Budget

2020 Cost of Finance Function: \$1,145,809; and 1.3% of 2020 General Fund Budget

Funding level, public employee pension plan obligation, as of 1/1/20: 65.3%

Funding level, public employee retiree health obligation, as of 6/30/20: 11.3%

The Town of Hopkinton Finance Department coordinates financial functions for the Town, including support to the Town Manager for budget preparation, capital planning, and financial analysis; as well as the functions of the Town Treasurer and Collector, the Assessor's property valuation and property tax rate work, and management of the payroll function. The Town Accountant performs financial recordkeeping and audit for all Town departments.

Town finances are sound, enjoying the highest rating for creditworthiness, a AAA rating, which allows us to borrow for construction and improvement of facilities and the acquisition of major capital assets at the lowest possible rates. In our May, 2020 borrowing to support Hopkinton Public Schools classroom construction, we obtained \$9.5 million in long-term financing at an average effective interest rate of 1.8%. With our current debt load for capital projects and equipment of \$114.5 million for the General Fund and all the enterprise funds, we are at 45% of the maximum debt level of \$252.2 million set for us by statute.

Our Town's tax base is not heavily diversified, with 84% of all taxable valuation resting on the residential component of property ownership. Our industrial tax base contributes 8%, commercial properties contribute 4%, and taxable business equipment supports the final 4% of our property tax revenue.

Budgets have grown rapidly over the past several years as the Town has expanded its population, added to and enhanced its housing stock, and added some commercial properties. Revenue from this new growth in the tax base has supported increased spending, including substantial increases in spending for the outstanding Hopkinton Public Schools.

All elements of the Finance Department have displayed an aggressive commitment to transparency and outreach, across lines of business. Specific examples include informative budgetary information, tax collection outreach, and outreach on tax exemption opportunities through in-person presentations, mailed reminders, press releases, and social media. Raising the operational challenges of COVID-19, the Finance Team implemented new technologies and work processes to sustain excellent customer service during an extended Town Hall closure and social distancing period.

Key 2020 accomplishments include:

- Support for the development of a FY 2021 budget with very uncertain revenue prospects due to COVID-19, and uncertain pandemic-related costs
- Development and execution of monthly budgets for June, July, and August, 2020 due to a COVID-19 delay
- Analytical support for the 2020 Town Meeting and one Special Town Meeting
- Development of a federally-funded COVID-19 Rent and Mortgage Relief Program
- Supported financial restructuring of Parks and Recreation Enterprise Fund
- Progress on documenting business processes through SOPs
- Improvements to reporting of performance metrics across departments
- Defense of property tax bills under appeal for the Eversource LNG facility
- Capture of additional taxable business property in the tax base
- Expanded use of payroll automation modules in the MUNIS software suite
- Analytical support for extension of a low-income senior sewer user rate
- Analytical support for Sewer and Water Enterprise rate setting
- Analytical support for veteran and low income tax relief
- Collaboration with Hopkinton Public Schools on long-term facilities needs
- Analytical support for the Hopkinton Growth Committee
- Achieved successful Financial Statement audits
- Collected/resolved most long-overdue personal property tax bills
- Completed low-rate borrowing on \$9.5 million in approved Public School capital projects

As we continue in this period of growth, two principal financial challenges face the Town. First, we will be challenged to align the growth in costs for education, public safety, infrastructure and other services with the growth in revenue we gain from an expanding tax base. Achieving that alignment between expected revenues and expenses in a structurally stable way is essential. Second, requirements for new and improved facilities, including expanded school system infrastructure, will require careful planning, consideration, and execution over the next decade as we manage within our statutory borrowing cap and with eye toward the affordability of debt repayment by our citizens.

In addressing these challenges, we have several strengths. The Finance Department team is highly experienced and very capable; well-able to support informed decisions by the Town Manager, Select Board, other Boards, Committees, and Commissions, and Town Meeting. The Departments responsible for delivering essential services do so in a culture of effectiveness and efficiency. Finally, our highly experienced Town Manager works effectively with an engaged and informed elected and appointed team of community leaders who volunteer countless hours to provide citizen-centric guidance and direction that charts the Town's course.

Members of the Finance team sustained professional development and training activities during 2020. Team members have active professional licenses or

certifications requiring examination, experience, and continuing professional education. Designations active and currently held by Finance team members include: Certified Public Accountant, Certified Government Financial Manager, Certified Government Audit Professional, Massachusetts Accredited Assessor, Residential Massachusetts Assessor, Commercial Massachusetts Assessor, Certified General Real Estate Appraiser, and Certified Massachusetts Municipal Assistant Treasurer.

Respectfully submitted,

Timothy M. O'Leary, CPA (NM 6947), CGFM, CGAP
Chief Financial Officer

Mary Shirley
Payroll Manager

PROPERTY ASSESSMENT

Metrics:

Taxable real property valuation	\$4,504,452,122
Number of single family homes	4,458
Average single family home valuation	\$655,500
Number of condominium homes	1,312
Average condominium valuation	\$423,000
Number of real estate property tax bills issued	7,193
Total real estate property taxes levied	\$73,349,097
Total Community Preservation Act Tax surcharge	\$1,258,286
Taxable personal property value	\$207,399,740
Number of business personal property tax bills issued	371
Total business personal property taxes levied	\$3,540,314
Number of vehicle excise tax bills issued	18,921
Total vehicle excise tax levied	\$3,425,608

The Assessors' office performs professional and administrative work to support the responsibilities of the elected Board of Assessors in these ways:

- Performing equitable valuations of all real and business personal property within the municipality on a fair cash value basis
- Inspecting property sales, implementing a cyclical property reinspection program, completing an annual property value adjustment analysis, and submitting a triennial certification of property values to the Massachusetts Department of Revenue
- Conducting inspections of building permit properties and determining new growth in the for levy limit
- Computing a proposed annual tax levy and a proposed tax rate.
- Developing a draft Tax Recapitulation Sheet

- Preparing a proposed valuation and commitment list
- Coordinating the tax abatement and exemption application process for Board of Assessors disposition, involving individuals who qualify based on age, income, disability, or military status
- Recommending an annual overlay reserve amount within the tax levy
- Establishing and tracking the fulfillment of betterment charges approved by the Board of Assessors
- Coordinating tax bill absorption of delinquent municipal charges, including water and sewer liens and charges
- Assessing and administering motor vehicle excise taxes

In the coming year, the Assessor's office is focused on the improvement and documentation of business processes, continued support for the Board of Assessors, timely completion and approval of interim year property value adjustments; and on the timely production of fiscal year 2021 tax bills. Additional attention will be paid to the management of the tax overlay account to execute property tax exemptions and abatements, and to the disposition of ongoing cases before the state Appellate Tax Board. We will continue to monitor new construction, both active and planned, and to estimate the associated new growth in property taxes likely to accrue.

Respectfully submitted,

John H. Neas, MAA, RMA, CMA, Principal Assessor
Ruth T. Anderson, MAA, Deputy Assessor

TREASURY & COLLECTIONS

Metrics:

Number of 2020 payments executed	53,085
Dollar value of 2020 collections	\$82,123,028
Number of 2020 tax and utility bills issued	31,286
Amount of debt under management 12/31/20	\$106,727,341
Amount under investment management, 12/31/20	\$13,920,395

The Treasurer/Collector's office is responsible for the billing, collecting, and investing of all of the Town's revenues, including real estate taxes, personal property taxes, motor vehicle excise taxes, water/sewer utility bills, as well as other departmental miscellaneous service charges and fees. The Treasurer is responsible for the forecasting, coordination, and execution of short-term and long-term debt obligations required to fund the Town's capital improvement program.

The Treasurer/Collector's office aims to provide quality customer service while diligently collecting revenue and managing the financial assets of the Town. Billing, collection, investing and borrowing functions are performed within tightly defined standards promulgated in Massachusetts General Laws, and in the associated regulatory

framework established by our financial regulator, the Massachusetts Department of Revenue.

Key 2020 accomplishments include:

- The town was awarded a AAA credit rating through Standard & Poor's, the highest rating available
- The successful execution of two large scale, long term borrowings for a combined \$18.68M dedicated to capital improvements.
- Implementation of a LiveChat resident online interaction tool
- Improved debt reporting capabilities
- The establishment of the School Stabilization Fund
- A large reduction in personal property aged collections including one aged outstanding collection of \$232,500

In the coming year, the Treasurer/Collector's office is focused on the improvement and documentation of business processes, on timely billing and collection of amounts due the Town, on continuous improvement of data reporting and publication, on researching new software tools for the automation of cash collection and management, and on issuing a new round of debt associated with Town Meeting actions and associated special election votes.

Respectfully submitted,

Christopher Heymanns
Town Treasurer/Collector

Diane Hendrickson, CMMAT
Assistant Treasurer

Stephanie Clifton
Administrative Assistant

HOPKINTON

**Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2020**

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	
ASSETS								
Cash and cash equivalents	10,374,840.59	19,313,850.92	15,323,070.26	2,569,027.35		12,340,816.82		59,921,605.94
Investments								0.00
Receivables:								
Personal property taxes	1,155,596.50							1,155,596.50
Real estate taxes	1,127,170.88	17,607.51						1,144,778.39
Deferred taxes	68,703.70	227.87						68,931.57
Allowance for abatements and exemptions	(2,420,733.61)							(2,420,733.61)
Special assessments		322,146.47		4,049,693.16				4,371,839.63
Tax liens	1,332,327.72	11,144.61		871.05				1,344,343.38
Tax foreclosures	29,049.78							29,049.78
Motor vehicle excise	411,254.67							411,254.67
Other excises								0.00
User fees				535,697.65				535,697.65
Utility liens added to taxes				15,719.06				15,719.06
Departmental		347,477.50		0.00				347,477.50
Other receivables				149,975.33				149,975.33
Due from other governments		155,160.44	766,822.00					921,982.44
Due to/from other funds								0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds				11,981,039.50			74,569,359.00	86,550,398.50
Amounts to be provided - vacation/sick leave								0.00
Total Assets	12,078,210.23	20,167,615.32	16,089,892.26	19,302,023.10	0.00	12,340,816.82	74,569,359.00	154,547,916.73
LIABILITIES AND FUND EQUITY								
Liabilities:								
Accounts payable								0.00
Warrants payable	1,099,921.57	203,854.59	369,798.72	257,695.69		73,803.55		2,005,074.12
Accrued payroll and withholdings								0.00
Accrued claims payable								0.00
IBNR								0.00
Other liabilities	11,638.75							11,638.75
Agency Funds						1,450,409.51		1,450,409.51
Deferred revenue:								
Real and personal property taxes	(137,967.48)	17,607.51						(120,359.97)
Deferred taxes	68,703.70	227.87						68,931.57
Prepaid taxes/fees	200,410.00	3,827.14						204,237.14
Special assessments		322,146.47		4,049,693.16				4,371,839.63
Tax liens	1,332,327.72	11,144.61		871.05				1,344,343.38
Tax foreclosures	29,049.78							29,049.78
Motor vehicle excise	411,254.67							411,254.67
Other excises								0.00
User fees				535,697.65				535,697.65
Utility liens added to taxes				15,719.06				15,719.06
Departmental		347,477.50						347,477.50
Deposits receivable								0.00
Other receivables								0.00
Due from other governments			766,822.00					766,822.00
Due to other governments								0.00
Due to/from other funds								0.00
Bonds payable				11,981,039.50			74,569,359.00	86,550,398.50
Notes payable								0.00
Vacation and sick leave liability								0.00
Total Liabilities	3,015,338.71	906,285.69	1,136,620.72	16,840,716.11	0.00	1,524,213.06	74,569,359.00	97,992,533.29
Fund Equity:								
Reserved for encumbrances	1,089,182.46			36,373.90				1,125,556.36
Reserved for expenditures		544,337.92		0.00				544,337.92
Reserved for continuing appropriations		17,068,225.31	14,953,271.54	334,198.77				32,355,695.62
Reserved for petty cash	50.00							50.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit	(62,000.00)							(62,000.00)
Reserved for COVID-19 deficit		-12,014.65						(12,014.65)
Reserved for debt service	399,717.68							399,717.68
Reserved for premiums								0.00
Reserved for working deposit								0.00
Undesignated fund balance	7,635,921.38	2,113,179.05				10,816,603.76		20,565,704.19
Unreserved retained earnings				2,090,734.32				2,090,734.32
Investment in capital assets								0.00
Total Fund Equity	9,062,871.52	19,713,727.63	14,953,271.54	2,461,306.99	0.00	10,816,603.76	0.00	57,007,781.44
Total Liabilities and Fund Equity	12,078,210.23	20,620,013.32	16,089,892.26	19,302,023.10	0.00	12,340,816.82	74,569,359.00	155,000,314.73

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ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFERS & ADJUSTMENTS	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET
DUES AND MEMBERSHIPS	2,000	0	1,426.00	0.00	0.00	574
Total 1001222 SELECT BOARD EXPENSES	2,000	0	1,426.00	0.00	0.00	574
SALARIES FULL TIME	365,000	-18,224	363,764.97	2,968.84	0.00	-16,989
SALARIES PART TIME	0	0	616.00	0.00	0.00	-616
WAGES HOURLY	60,000	0	40,842.11	165.00	0.00	19,158
OVERTIME	0	0	1,208.91	0.00	0.00	-1,209
LONGEVITY	1,250	0	0.00	0.00	0.00	1,250
Total 1001231 TOWN MANAGER PERS SVC	426,250	-18,224	406,431.99	3,133.84	0.00	1,594
ADVERTISING	1,000	0	1,631.26	0.00	0.00	-631
INSTITUTIONAL BUILDING	10,000	0	13,125.00	0.00	0.00	-3,125
APPRAISALS	0	50,000	0.00	0.00	0.00	50,000
POSTAGE	500	0	0.00	0.00	0.00	500
MISC OFFICE SUPPLIES	3,800	0	863.63	0.00	0.00	2,936
MEETINGS	2,500	0	842.21	0.00	0.00	1,658
CONFERENCES	5,000	0	2,279.13	0.00	0.00	2,721
MILEAGE	1,500	0	427.52	0.00	0.00	1,072
DUES AND MEMBERSHIPS	5,000	0	5,107.33	0.00	0.00	-107
EXPENSES ENCUMBERED PRIOR YR	25,690	0	18,408.04	0.00	0.00	7,282
Total 1001232 TOWN MANAGER	54,990	50,000	42,684	0	0	7,282
DUES AND MEMBERSHIPS	0	0	210.00	0.00	0.00	-210
RESERVE FUND	125,000	-125,000	0.00	0.00	0.00	0
MISC OTHER CHGS AND EXPENSES	500	0	0.00	0.00	0.00	500
Total 1001312 APPROPRIATION COMM EX	125,500	-125,000	210.00	0.00	0.00	290
SALARIES FULL TIME	267,223	9,109	270,410.68	1,420.56	0.00	5,921
WAGES HOURLY	11,343	0	3,643.44	0.00	0.00	7,700
ACCOUNTING AND AUDITING	23,000	-15,000	3,050.00	0.00	0.00	4,950
MISC OTHER CONTRACTED SVCS	0	0	1,653.77	0.00	0.00	-1,654
MISC OFFICE SUPPLIES	1,300	0	1,223.45	0.00	0.00	77
MEETINGS	200	0	70.00	0.00	0.00	130
CONFERENCES	1,200	0	149.00	0.00	0.00	1,051
MILEAGE	300	0	118.03	0.00	0.00	182
DUES AND MEMBERSHIPS	500	0	859.00	0.00	0.00	-359
Total 1001332 FINANCE ACCOUNTING	305,066	-5,891	281,177	1,421	0	17,998
SALARIES FULL TIME	132,600	3,178	135,592.03	1,181.83	0.00	186
MISC OFFICE SUPPLIES	1,000	0	85.50	0.00	0.00	915

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MEETINGS	250	0	0.00	0.00	0.00	250
CONFERENCES	500	0	0.00	0.00	0.00	500
MILEAGE	250	0	0.00	0.00	0.00	250
DUES AND MEMBERSHIPS	500	0	149.00	0.00	0.00	351
Total 1001352 FINANCE ADMINISTRATION	135,100	3,178	135,827	1,182	0	2,451
SALARIES FULL TIME	174,850	10,142	184,992.46	1,570.53	0.00	0
WAGES HOURLY	24,037	-7,876	15,246.39	0.00	0.00	915
APPRAISAL SERVICES	109,000	347,876	420,931.85	0.00	0.00	35,944
MAPPING SERVICES	2,000	0	8,600.00	0.00	0.00	-6,600
MISC OTHER CONTRACTED SVCS	0	0	13,686.20	0.00	0.00	-13,686
MISC OFFICE SUPPLIES	2,500	0	2,387.48	0.00	0.00	113
MEETINGS	500	0	513.75	0.00	0.00	-14
CONFERENCES	5,000	0	1,286.32	0.00	0.00	3,714
MILEAGE	1,500	0	950.79	0.00	0.00	549
SUBSCRIPTIONS AND MEMBERSHIPS	2,500	0	1,484.22	0.00	0.00	1,016
EXPENSES ENCUMBERED PRIOR YR	60,000	0	60,000.00	0.00	0.00	0
Total 1001412 ASSESSORS EXPENSES	381,887	350,142	710,079	1,571	0	21,950
SALARIES FULL TIME	229,593	4,137	210,954.35	2,370.71	0.00	22,776
WAGES HOURLY	73,313	0	65,599.08	0.00	0.00	7,714
LONGEVITY	350	0	0.00	0.00	0.00	350
BANK SERVICE FEES	9,000	0	4,407.25	0.00	0.00	4,593
TAX COLLECTION SERVICES	6,000	0	2,927.26	0.00	0.00	3,073
POSTAGE	34,000	0	21,160.83	0.00	0.00	12,839
POSTAGE METER RENTAL	5,000	0	9,783.82	0.00	0.00	-4,784
MISC OTHER CONTRACTED SVCS	14,000	-25,000	2,502.90	0.00	0.00	-13,503
ENVELOPES	600	0	120.00	0.00	0.00	480
CHECK STOCK	3,000	0	1,933.49	0.00	0.00	1,067
MISC OFFICE SUPPLIES	5,500	0	1,843.95	0.00	0.00	3,656
CONFERENCES	1,000	0	422.86	0.00	0.00	577
MILEAGE	1,000	0	319.02	0.00	0.00	681
DUES AND MEMBERSHIPS	1,400	0	1,380.00	0.00	0.00	20
Total 1001452 TREASURER COLL	383,756	-20,863	323,355	2,371	0	39,538
TOWN COUNSEL	175,000	80,000	219,428.89	0.00	0.00	35,571
LABOR COUNSEL	75,000	0	52,860.34	0.00	0.00	22,140
SPECIAL CABLE COUNSEL	5,000	0	0.00	0.00	0.00	5,000
Total 1001512 LAW DEPARTMENT EXP	255,000	80,000	272,289	0	0	62,711
SALARIES FULL TIME	219,325	3,994	208,110.63	1,936.68	0.00	15,208

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WAGES HOURLY	0	0	1,757.50	0.00	0.00	-1,758
COMPENSATION CONTINGENCY FUND	500,890	-350,867	0.00	0.00	0.00	150,023
ADVERTISING	7,460	0	1,873.98	0.00	0.00	5,586
EMPLOYEE TRAINING	85,947	0	9,754.90	0.00	0.00	76,192
WELLNESS TRAINING	5,000	0	4,552.80	0.00	0.00	447
MISC PERSONNEL EXPENSES	10,125	0	1,032.64	0.00	0.00	9,092
MEDICAL SERVICES	6,740	0	955.02	0.00	0.00	5,785
MISC OTHER CONTRACTED SVCS	1,264	0	137.00	0.00	0.00	1,127
MISC OFFICE SUPPLIES	0	0	689.64	0.00	0.00	-690
RECOGNITION AWARDS	1,500	0	1,785.41	0.00	0.00	-285
MEETINGS	2,100	0	0.00	0.00	0.00	2,100
CONFERENCES	2,500	0	902.54	0.00	0.00	1,597
MILEAGE	500	0	87.46	0.00	0.00	413
DUES AND MEMBERSHIPS	500	0	494.00	0.00	0.00	6
EXPENSES ENCUMBERED PRIOR YR	4,015	0	4,014.57	0.00	0.00	0
Total 1001522 HUMAN RESOURCES EXPEN	847,865	-346,873	236,148	1,937	0	264,844
SALARIES FULL TIME	278,820	-3,899	271,389.31	2,030.36	0.00	3,532
WAGES HOURLY	19,800	0	17,552.50	0.00	0.00	2,247
TECHNOLOGY SERVICES	201,400	0	169,794.51	0.00	0.00	31,605
TELEPHONE	104,520	10,000	111,885.20	0.00	0.00	2,635
MISC OFFICE SUPPLIES	17,056	0	7,443.50	0.00	0.00	9,613
TECHNOLOGY SUPPLIES	3,400	0	19,010.20	0.00	0.00	-15,610
TECHNOLOGY SOFTWARE	175,000	0	153,069.80	0.00	0.00	21,930
TECHNOLOGY HARDWARE	29,700	0	18,059.93	0.00	0.00	11,640
NETWORK/TELECOMM SUPPLIES	5,400	0	1,006.77	0.00	0.00	4,393
EXPENSES ENCUMBERED PRIOR YR	50,884	0	45,117.06	0.00	0.00	5,767
Total 1001552 INFORMATION TECH	885,980	6,101	814,329	2,030	0	77,752
TAX TITLE EXPENSES	0	18,000	7,139.50	0.00	0.00	10,861
Total 1001582 TAX TITLE EXPENSE	0	18,000	7,139.50	0.00	0.00	10,861
SALARIES FULL TIME	128,338	1,044	129,707.82	1,112.84	0.00	-326
STIPENDS	600	0	0.00	0.00	0.00	600
PRINTING & BINDING	1,270	0	858.71	0.00	0.00	411
MISC OTHER CONTRACTED SVCS	2,950	0	1,214.67	0.00	0.00	1,735
MISC OFFICE SUPPLIES	1,139	0	986.94	0.00	0.00	152
BOOKS & PUBLICATIONS	525	0	62.63	0.00	0.00	462
MEETINGS	160	0	0.00	0.00	0.00	160
CONFERENCES	970	0	140.00	0.00	0.00	830
MILEAGE	220	0	0.00	0.00	0.00	220
DUES AND MEMBERSHIPS	475	0	445.00	0.00	0.00	30

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Total 1001612 TOWN CLERK	136,646	1,044	133,416	1,113	0	4,274
SALARIES PART TIME	0	0	600.00	0.00	0.00	-600
WAGES HOURLY	18,308	4,616	14,923.57	3,014.83	0.00	8,000
PRINTING & BINDING	3,655	0	2,070.04	0.00	0.00	1,585
CONTRACT SERVICES ELECTIONS	8,086	0	15,438.57	0.00	0.00	-7,353
MISC OTHER CONTRACTED SVCS	4,800	0	1,344.79	0.00	0.00	3,455
ELECTION SUPPLIES	1,499	0	1,233.11	0.00	0.00	266
MISC OFFICE SUPPLIES	448	0	310.53	0.00	0.00	137
Total 1001622 ELECTION REG	36,795	4,616	35,921	3,015	0	5,491
SALARIES FULL TIME	244,206	14,652	277,165.73	3,591.86	0.00	-18,308
SALARIES PART TIME	5,000	0	4,583.26	0.00	0.00	417
WAGES HOURLY	248,148	0	204,391.24	194.40	0.00	43,757
WAGES HOURLY ADDITIONAL	5,787	0	2,489.30	0.00	0.00	3,298
LONGEVITY	2,700	0	2,700.00	0.00	0.00	0
ADVERTISING	400	0	645.12	0.00	0.00	-245
MISC OTHER CONTRACTED SVCS	15,000	0	1,111.35	0.00	0.00	13,889
MISC OFFICE SUPPLIES	2,000	0	1,205.88	0.00	0.00	794
CONFERENCES	900	0	917.72	0.00	0.00	-18
MILEAGE	30	0	13.23	0.00	0.00	17
DUES AND MEMBERSHIPS	2,000	0	1,339.00	0.00	0.00	661
EXPENSES ENCUMBERED PRIOR YR	19,907	0	15,283.61	0.00	-425.00	5,048
Total 1001702 LAND USE EXPENSES	546,077	14,652	511,845	3,786	-425	49,309
WETLANDS PROTECTION EXPENSES	0	0	9,518.76	0.00	0.00	-9,519
Total 1001712 CONS COMM EXP	0	0	9,518.76	0.00	0.00	-9,519
MISC OTHER CHGS AND EXPENSES	3,000	0	200.00	0.00	0.00	2,800
Total 1001732 OPEN SPACE PR COMM EX	3,000	0	200.00	0.00	0.00	2,800
ADVERTISING	0	0	35.25	0.00	0.00	-35
APPRAISAL SERVICES	2,000	0	3,100.00	0.00	0.00	-1,100
MISC OTHER CHGS AND EXPENSES	50,950	0	9,013.24	0.00	0.00	41,937
EXPENSES ENCUMBERED PRIOR YR	14,928	0	14,928.42	0.00	0.00	0
Total 1001872 UPP CS RIVER TR COMM	67,878	0	27,077	0	0	40,802
MISC OTHER CONTRACTED SVCS	0	0	115.25	0.00	0.00	-115
MISC OTHER CHGS AND EXPENSES	8,270	0	0.00	0.00	0.00	8,270
Total 1001922 TOWN HALL EXPENSES	8,270	0	115.25	0.00	0.00	8,155
R&L HYDRANTS	297,856	0	297,856.00	0.00	0.00	0

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ACCOUNTING AND AUDITING	48,000	0	48,250.00	0.00	0.00	-250
PRINTING TOWN REPORTS	5,000	0	0.00	0.00	0.00	5,000
Total 1001992 OTHER GEN GVT EXPENSE	350,856	0	346,106.00	0.00	0.00	4,750
SALARIES FULL TIME	435,154	7,084	606,240.85	16,300.02	0.00	-164,003
WAGES HOURLY	2,041,566	0	1,833,708.38	0.00	0.00	207,858
OVERTIME	177,698	0	106,377.25	2,135.97	0.00	71,320
R&M VEHICLES AND EQUIPMENT	32,000	0	25,680.47	0.00	0.00	6,320
R&M MISC DEPT EQUIPMENT	16,500	0	21,621.40	0.00	0.00	-5,121
EMPLOYEE TRAINING	22,683	0	26,716.70	0.00	0.00	-4,033
POSTAGE	1,400	0	1,169.20	0.00	0.00	231
MISC OTHER CONTRACTED SVCS	25,423	0	25,521.93	0.00	0.00	-99
GASOLINE	1,000	0	0.00	0.00	0.00	1,000
MISC OFFICE SUPPLIES	17,000	0	10,867.26	0.00	0.00	6,133
EQUIPMENT R&M SUPPLIES	2,200	0	2,668.14	0.00	0.00	6,133
MISC VEHICULAR SUPPLIES	10,000	0	2,576.62	0.00	0.00	-468
AUXILIARY POLICE SUPPLIES	3,000	0	648.00	0.00	0.00	7,423
UNIFORMS & OTHER CLOTHING	38,200	0	33,360.47	0.00	0.00	2,352
DUES AND MEMBERSHIPS	9,500	0	5,562.82	0.00	0.00	4,840
WAGES ENCUMBERED PRIOR YR	3,734	0	3,734.29	0.00	0.00	3,937
EXPENSES ENCUMBERED PRIOR YR	30,075	0	464.54	0.00	0.00	0
Total 1002102 POLICE DEPARTMENT EXP	2,867,133	7,084	2,706,918	18,436	0	29,610
SALARIES FULL TIME	0	0	62,669.64	4,203.55	0.00	-62,670
WAGES HOURLY	539,744	0	482,124.95	-10,845.03	0.00	57,619
OVERTIME	44,255	47,000	78,710.94	911.44	0.00	12,544
EMPLOYEE TRAINING	8,200	0	2,212.00	0.00	0.00	5,988
UNIFORMS AND OTHER CLOTHING	6,000	0	3,404.88	0.00	0.00	2,595
DUES AND MEMBERSHIPS	750	0	361.00	0.00	0.00	389
WAGES ENCUMBERED PRIOR YR	1,681	0	1,681.38	0.00	0.00	0
Total 1002142 CENTRAL DISPATCH EXPE	600,631	47,000	631,165	-5,730	0	16,466
SALARIES FULL TIME	2,440,429	131,877	2,534,417.91	12,475.49	0.00	37,888
CALL WAGES	0	0	373.29	0.00	0.00	-373
OVERTIME	439,092	-7,000	311,669.57	9,177.36	0.00	120,422
R&M VEHICLES AND EQUIPMENT	42,000	0	7,254.29	0.00	0.00	34,746
R&M VEH FD AMBULANCE 1	0	0	3,158.46	0.00	0.00	-3,158
R&M VEH FD AMBULANCE 2	0	0	1,919.68	0.00	0.00	-1,920
R&M VEH FD BRUSH 6	0	0	149.20	0.00	0.00	-149
R&M VEH FD BRUSH 11	0	0	1,138.89	0.00	0.00	-1,139
R&M VEH FD CAR 3	0	0	35.00	0.00	0.00	-35
R&M VEH FD CAR 4	0	0	370.35	0.00	0.00	-370

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R&M VEH FD CAR 5	0	0	732.28	0.00	0.00	-732
R&M VEH FD ENGINE 2	0	0	4,803.37	0.00	0.00	-4,803
R&M VEH FD ENGINE 3	0	0	2,399.77	0.00	0.00	-2,400
R&M VEH FD ENGINE 4	0	0	27,074.06	0.00	0.00	-27,074
R&M VEH FD LADDER 1	0	0	10,262.10	0.00	0.00	-10,262
R&M VEH FD RESCUE 1	0	0	1,063.00	0.00	0.00	-1,063
R&M BUILDINGS	11,500	0	3,889.97	0.00	0.00	7,610
R&L OFFICE EQUIPMENT	700	0	0.00	0.00	0.00	700
EMPLOYEE TRAINING	15,000	0	7,550.24	0.00	0.00	7,450
TELEPHONE	5,000	0	3,280.80	0.00	0.00	1,719
POSTAGE	300	0	110.00	0.00	0.00	190
MISC OTHER CONTRACTED SVCS	22,610	0	37,198.02	0.00	0.00	-14,588
GASOLINE	2,000	0	0.00	0.00	0.00	2,000
MISC OFFICE SUPPLIES	2,000	0	645.91	0.00	0.00	1,354
BUILDING R&M SUPPLIES	4,000	0	5,802.30	0.00	0.00	-1,802
EQUIPMENT R&M SUPPLIES	2,000	0	4,530.84	0.00	0.00	-2,531
FIREFIGHTING SUPPLIES	15,000	20,000	25,673.32	0.00	0.00	9,327
EQUIPMENT	12,000	7,000	14,274.23	0.00	0.00	4,726
PERSONAL PROTECTIVE EQUIPMENT	13,337	0	13,324.58	0.00	0.00	12
EMS SUPPLIES	53,500	0	49,780.96	0.00	0.00	3,719
UNIFORMS AND OTHER CLOTHING	19,790	0	6,792.45	0.00	0.00	12,998
EMERGENCY MANAGEMENT MEETINGS	2,000	0	6,508.16	0.00	0.00	-4,508
DUES AND MEMBERSHIPS	4,770	0	6,293.00	0.00	0.00	-1,523
MISC OTHER CHGS AND EXPENSES	16,000	0	19,657.47	0.00	0.00	-3,657
WAGES ENCUMBERED PRIOR YR	62,963	0	14,963.20	0.00	0.00	48,000
EXPENSES ENCUMBERED PRIOR YR	26,835	0	26,333.31	0.00	0.00	502
Total 1002202 FIRE DEPARTMENT	3,212,827	151,877	3,153,430	21,653	0	211,274
SALARIES PART TIME	3,320	0	3,319.44	0.00	0.00	1
MISC OTHER SUPPLIES	1,300	0	1,052.53	0.00	0.00	247
Total 1002442 WEIGHTS AND MEASURES	1,300	0	1,052.53	0.00	0.00	247
SALARIES PART TIME	34,720	0	29,379.31	261.42	0.00	5,341
RABIES CLINIC	500	0	120.00	0.00	0.00	380
KENNEL SUPPLIES	2,100	0	3,600.00	0.00	0.00	-1,500
MISC OTHER CHGS AND EXPENSES	4,400	0	498.95	0.00	0.00	3,901
Total 1002922 ANIMAL CONTROL	41,720	0	33,598	261	0	8,122
SALARIES FULL TIME	114,518	6,337	178,305.77	2,268.01	0.00	-57,450
SALARIES PART TIME	24,935	0	13,709.91	0.00	0.00	11,225
WAGES HOURLY	140,670	0	89,185.60	0.00	0.00	51,484
OVERTIME	5,000	0	1,410.31	0.00	0.00	3,590

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ELECTRICITY	237,250	0	54,174.78	0.00	0.00	183,075
ELECTRICITY POLICE DEPT	0	0	14,409.35	0.00	0.00	-14,409
ELECTRICITY FIRE DEPT	0	0	9,403.14	0.00	0.00	-9,403
ELECTRICITY FIRE DEPT GROVE	0	0	96.00	0.00	0.00	-96
ELECTRICITY FIRE DPT WOODVILLE	0	0	1,286.91	0.00	0.00	-1,287
ELECTRICITY CENTER SCHOOL	0	0	15,294.26	0.00	0.00	-15,294
ELECTRICITY HWY DEPT GARAGE	0	0	22,518.79	0.00	0.00	-22,519
ELECTRICITY HWY DEPT ADMIN	0	0	1,621.56	0.00	0.00	-1,622
ELECTRICITY SENIOR CENTER	0	0	4,421.32	0.00	0.00	-4,421
ELECTRICITY LIBRARY	0	0	60,953.51	0.00	0.00	-60,954
ELECTRICITY HIST COMM LUMBER	0	0	84.00	0.00	0.00	-84
HEATING OIL	50,168	0	0.00	0.00	0.00	50,168
HTG OIL FIRE WOODVILLE	0	0	3,402.48	0.00	0.00	-3,402
HTG OIL DPW ADMIN	0	0	2,766.06	0.00	0.00	-2,766
HTG OIL DPW GARAGE	0	0	16,079.41	0.00	0.00	-16,079
HTG OIL DPW MAYHEW	0	0	1,863.09	0.00	0.00	-1,863
HEATING NATURAL GAS	81,712	0	1,051.71	0.00	0.00	80,660
HTG NATURAL GAS TOWN HALL	0	0	6,693.84	0.00	0.00	-6,694
HTG NATURAL GAS POLICE DEPT	0	0	8,953.71	0.00	0.00	-8,954
HTG NATURAL GAS FIRE DEPT	0	0	8,305.34	0.00	0.00	-8,305
HTG NATURAL GAS CENTER SCHOOL	0	0	26,339.90	0.00	0.00	-26,340
HTG NATURAL GAS HIGHWAY DEPT	0	0	20,009.26	0.00	0.00	-20,009
HTG NATURAL GAS SENIOR CTR	0	0	15,044.38	0.00	0.00	-15,044
HTG NAT GAS SEN CTR GENSET	0	0	238.50	0.00	0.00	-239
HTG NATURAL GAS LIBRARY	0	0	5,985.30	0.00	0.00	-5,985
SEWER USAGE	50,152	0	0.00	0.00	0.00	50,152
SEWER USAGE TOWN HALL	0	0	1,569.08	0.00	0.00	-1,569
SEWER USAGE POLICE DEPT	0	0	1,831.55	0.00	0.00	-1,832
SEWER USAGE FIRE DEPT MAIN	0	0	2,753.53	0.00	0.00	-2,754
SEWER USAGE CENTER SCHOOL	0	0	830.03	0.00	0.00	-830
SEWER USAGE MIDDLE SCHOOL	0	0	8,605.22	0.00	0.00	-8,605
SEWER USAGE ELMWOOD SCHOOL	0	0	11,390.73	0.00	0.00	-11,391
SEWER USAGE MIDDLE SCHOOL	0	0	4,555.59	0.00	0.00	-4,556
SEWER USAGE HOPKINS SCHOOL	0	0	6,833.15	0.00	0.00	-6,833
SEWER USAGE HIGH SCHOOL	0	0	296.30	0.00	0.00	-296
SEWER USAGE MARATHON SCHOOL	0	0	7,149.97	0.00	0.00	-7,150
SEWER USAGE SENIOR CENTER	0	0	1,574.56	0.00	0.00	-1,575
SEWER USAGE LIBRARY	0	0	111.70	0.00	0.00	-112
WATER USAGE	29,295	0	0.00	0.00	0.00	29,295
WATER USAGE TOWN HALL	0	0	375.72	0.00	0.00	-376
WATER USAGE POLICE DEPT	0	0	441.49	0.00	0.00	-441
WATER USAGE FIRE DEPT	0	0	659.01	0.00	0.00	-659

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WATER USAGE FIRE WOODVILLE	0	0	72.14	0.00	0.00	-72
WATER USAGE CENTER SCHOOL	0	0	225.20	0.00	0.00	-225
WATER USAGE MIDDLE SCHOOL	0	0	3,155.88	0.00	0.00	-3,156
WATER USAGE ELMWOOD SCHOOL	0	0	4,263.06	0.00	0.00	-4,263
WATER USAGE MIDDLE SCHOOL	0	0	1,497.54	0.00	0.00	-1,498
WATER USAGE HOPKINS SCHOOL	0	0	2,510.12	0.00	0.00	-2,510
WATER USAGE HIGH SCHOOL	0	0	96.96	0.00	0.00	-97
WATER USAGE MARATHON SCHOOL	0	0	2,547.24	0.00	0.00	-2,547
WATER USAGE 147 HAYDEN ROWE	0	0	52.82	0.00	0.00	-53
WATER USAGE MT AUBURN CEMETERY	0	0	52.82	0.00	0.00	-53
WATER USAGE EVERGREEN CEMETERY	0	0	105.64	0.00	0.00	-106
WATER USAGE SENIOR CENTER	0	0	377.03	0.00	0.00	-377
WATER USAGE LIBRARY	0	0	52.82	0.00	0.00	-53
WATER USAGE WEST MAIN ST	0	0	418.40	0.00	0.00	-418
WATER USAGE HAYDEN ROWE	0	0	52.82	0.00	0.00	-53
R&M VEHICLES AND EQUIPMENT	8,000	0	3,078.22	0.00	0.00	4,922
R&M MISC DEPT EQUIPMENT	500	0	6,108.64	0.00	0.00	-5,609
SPECIFIC DEPT SMALL EQUIPMENT	6,000	0	0.00	0.00	0.00	6,000
R&M BUILDINGS	122,680	0	9,651.73	0.00	0.00	113,028
R&M BLDGS TOWN HALL	0	0	28,041.27	0.00	0.00	-28,041
R&M BLDGS POLICE DEPT	0	0	4,181.68	0.00	0.00	-4,182
R&M BLDGS FIRE DEPT	0	0	1,686.67	0.00	0.00	-1,687
R&M BUILDINGS-CENTER SCHOOL	157,820	0	4,890.12	0.00	0.00	152,930
R&M BLDGS HIGHWAY DEPT	0	0	6,184.58	0.00	0.00	-6,185
R&M BLDGS SENIOR CENTER	0	0	5,222.66	0.00	0.00	-5,223
R&M BLDGS LIBRARY	0	0	12,684.54	0.00	0.00	-12,685
R&M GROUNDS	0	0	1,051.46	0.00	0.00	-1,051
R&M BLDGS GROUNDS EMERGENCY	40,000	0	0.00	0.00	0.00	40,000
R&M B&G EMERG TOWN HALL	0	0	12,656.00	0.00	0.00	-12,656
R&M B&G EMERG POLICE DEPT	0	0	1,200.00	0.00	0.00	-1,200
R&M B&G EMERG FIRE DEPT	0	0	469.79	0.00	0.00	-470
R&M B&G EMERG LIBRARY	0	0	758.75	0.00	0.00	-759
R&L BUILDINGS	42,400	0	49,995.00	0.00	0.00	-7,595
R&L BUILDINGS	0	0	16,000.00	0.00	0.00	-16,000
R&L BUILDINGS	0	0	26,760.00	0.00	0.00	-26,760
CONT SVCS FACILITIES	27,504	0	5,491.32	0.00	0.00	22,013
CONT SVCS FAC TOWN HALL	0	0	21,289.00	0.00	0.00	-21,289
CONT SVCS FAC POLICE DEPT	0	0	1,485.93	0.00	0.00	-1,486
CONT SVCS ALARM MONITORING	500	0	3,325.00	0.00	0.00	-2,825
CONT SVCS ALARM MONITORING	0	0	1,045.57	0.00	0.00	-1,046
CONT SVCS ALARM MONITORING	0	0	585.00	0.00	0.00	-585
CONT SVCS ALARM MONITORING	0	0	1,324.75	0.00	0.00	-1,325

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CONT SVCS ALARM MONITORING	0	0	2,570.00	0.00	0.00	-2,570
CONT SVCS ALARM MONITORING	0	0	730.00	0.00	0.00	-730
CONT SVCS CUSTODIAL	65,200	0	11,077.31	0.00	0.00	54,123
CONT SVCS CUSTODIAL	0	0	32,577.60	0.00	0.00	-32,578
CONT SVCS CUSTODIAL	0	0	10,827.26	0.00	0.00	-10,827
CONT SVCS CUSTODIAL	0	0	7,038.94	0.00	0.00	-7,039
CONT SVCS CUSTODIAL	0	0	34,513.44	0.00	0.00	-34,513
CONT SVCS ELEVATOR	0	0	1,200.00	0.00	0.00	-1,200
CONT SVCS ELEVATOR	0	0	3,865.00	0.00	0.00	-3,865
CONT SVCS ELEVATOR	0	0	3,718.37	0.00	0.00	-3,718
CONT SVCS ELEVATOR	0	0	3,360.66	0.00	0.00	-3,361
CONT SVCS ELEVATOR	0	0	2,023.32	0.00	0.00	-2,023
CONT SVCS ELEVATOR	0	0	2,735.09	0.00	0.00	-2,735
CONT SVCS FIRE/SPRINKLER	0	0	1,627.25	0.00	0.00	-1,627
CONT SVCS FIRE/SPRINKLER	0	0	3,644.50	0.00	0.00	-3,645
CONT SVCS FIRE/SPRINKLER	0	0	1,654.86	0.00	0.00	-1,655
CONT SVCS FIRE/SPRINKLER	0	0	1,833.50	0.00	0.00	-1,834
CONT SVCS GENERATOR	0	0	475.00	0.00	0.00	-475
CONT SVCS GENERATOR	0	0	778.10	0.00	0.00	-778
CONT SVCS GENERATOR	0	0	755.00	0.00	0.00	-755
CONT SVCS GENERATOR	0	0	2,802.94	0.00	0.00	-2,803
CONT SVCS GENERATOR	0	0	3,086.75	0.00	0.00	-3,087
CONT SVCS GENERATOR	0	0	680.00	0.00	0.00	-680
CONT SVCS LANDSCAPING	2,000	0	2,585.00	0.00	0.00	-585
CONT SVCS LANDSCAPING	0	0	955.00	0.00	0.00	-955
CONT SVCS LANDSCAPING	0	0	4,840.00	0.00	0.00	-4,840
CONT SVCS LANDSCAPING	0	0	3,570.00	0.00	0.00	-3,570
CONT SVCS LANDSCAPING	0	0	2,875.00	0.00	0.00	-2,875
CONT SVCS CONSTRUCTION	0	0	1,599.00	0.00	0.00	-1,599
CONT SVCS CONSTRUCTION	0	0	6,407.97	0.00	0.00	-6,408
CONT SVCS ELECTRICAL	0	0	4,450.00	0.00	0.00	-4,450
CONT SVCS ELECTRICAL	0	0	5,090.00	0.00	0.00	-5,090
CONT SVCS ELECTRICAL	0	0	2,490.00	0.00	0.00	-2,490
CONT SVCS ELECTRICAL	0	0	296.00	0.00	0.00	-296
CONT SVCS ELECTRICAL	0	0	59.65	0.00	0.00	-60
CONT SVCS ELECTRICAL	0	0	1,480.00	0.00	0.00	-1,480
CONT SVCS HVAC	0	0	11,301.00	0.00	0.00	-11,301
CONT SVCS HVAC	0	0	2,662.48	0.00	0.00	-2,662
CONT SVCS HVAC	0	0	914.00	0.00	0.00	-914
CONT SVCS HVAC	0	0	3,624.90	0.00	0.00	-3,625
CONT SVCS HVAC	0	0	577.44	0.00	0.00	-577
CONT SVCS HVAC	0	0	423.74	0.00	0.00	-424

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CONT SVCS HVAC	0	0	5,862.45	0.00	0.00	-5,862
CONT SVCS PLUMBING	0	0	409.60	0.00	0.00	-410
CONT SVCS PLUMBING	0	0	260.35	0.00	0.00	-260
ARCHITECTURAL AND ENGINEERING	50,000	0	5,177.34	0.00	0.00	44,823
ARCHITECTURAL AND ENGINEERING	0	0	2,100.00	0.00	0.00	-2,100
ARCHITECTURAL AND ENGINEERING	0	0	368.00	0.00	0.00	-368
GASOLINE	500	0	30.12	0.00	0.00	470
MISC OFFICE SUPPLIES	1,200	0	8,870.87	0.00	0.00	-7,671
BUILDING R&M SUPPLIES	11,855	0	2,704.80	0.00	0.00	9,150
BLDG R&M SUPP TOWN HALL	0	0	645.23	0.00	0.00	-645
BLDG R&M SUPP SENIOR CTR	0	0	128.00	0.00	0.00	-128
OTHER QUALIFIED EXPENSES	0	0	10,000.00	0.00	0.00	-10,000
MEETINGS	500	0	0.00	0.00	0.00	500
CONFERENCES	500	0	0.00	0.00	0.00	500
MILEAGE	500	0	0.00	0.00	0.00	500
DUES AND MEMBERSHIPS	500	0	0.00	0.00	0.00	500
WAGES ENCUMBERED PRIOR YR	12,600	0	15,855.00	0.00	0.00	-3,255
EXPENSES ENCUMBERED PRIOR YR	263,222	0	190,242.69	0.00	0.00	72,979
Total 1004102 ENG AND FACILITIES EX	1,547,681	6,337	1,305,665	2,268	0	248,353
SALARIES FULL TIME	426,624	14,212	443,271.63	3,316.45	0.00	-2,435
Total 1004201 DEPT PUBLIC WORKS PER	426,624	14,212	443,271.63	3,316.45	0.00	-2,435
SALARIES FULL TIME	0	2,868	5,657.67	5,657.67	0.00	-2,790
WAGES HOURLY	845,291	0	791,777.64	0.00	0.00	53,513
OVERTIME	29,000	0	31,103.69	0.00	0.00	-2,104
R&M VEHICLES AND EQUIPMENT	150,000	0	152,827.85	0.00	0.00	-2,828
R&M PAVEMENT MGT PROGRAM	501,000	0	430,062.92	0.00	0.00	70,937
R&M STORMWATER SYSTEM	370,000	0	319,540.43	0.00	0.00	50,460
R&M LINE PAINTING	37,000	0	21,868.18	0.00	0.00	15,132
ASPHALT PAVING	47,000	0	57,626.81	0.00	0.00	-10,627
R&M CATCH BASINS	6,500	0	6,654.57	0.00	0.00	-155
R&M SIDEWALKS	5,000	0	751.51	0.00	0.00	4,248
SIDEWALK MAINTENANCE	50,000	0	42,165.89	0.00	0.00	7,834
R&L DEPARTMENTAL EQUIPMENT	11,000	0	7,634.64	0.00	0.00	3,365
CONT SVCS DAM REPAIR	17,000	0	2,000.00	0.00	0.00	15,000
CONT SVCS WEED CONTROL	60,000	0	14,043.61	0.00	0.00	45,956
CONT SVCS POLICE DETAIL	35,000	0	35,114.60	0.00	0.00	-115
ADVERTISING	1,500	0	428.96	0.00	0.00	1,071
ARCHITECTURAL AND ENGINEERING	36,125	0	61,560.19	0.00	0.00	-25,435
TELEPHONE	3,000	0	0.00	0.00	0.00	3,000
POSTAGE	600	0	478.15	0.00	0.00	122

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UNIFORMS AND SAFETY GEAR	20,000	0	10,311.91	0.00	0.00	9,688
GASOLINE	41,000	0	64,910.59	0.00	0.00	-23,911
DIESEL FUEL	80,000	0	44,892.99	0.00	0.00	35,107
MISC OFFICE SUPPLIES	7,000	0	8,989.15	0.00	0.00	-1,989
EQUIPMENT R&M SUPPLIES	7,000	0	6,286.36	0.00	0.00	714
MISC GROUNDSKEEPING SUPPLIES	600	0	1,478.25	0.00	0.00	-878
HIGHWAY MAINTENANCE SUPPLIES	40,000	0	44,521.39	0.00	0.00	-4,521
FILL GRAVEL AND LOAM	6,000	0	7,640.98	0.00	0.00	-1,641
SIGNS	10,000	0	8,704.40	0.00	0.00	1,296
PIPES AND PIPE SUPPLIES	6,000	0	314.65	0.00	0.00	5,685
GUARDRAIL SUPPLIES	2,000	0	6,541.28	0.00	0.00	-4,541
MISC TRAVEL EXPENSES	1,000	0	1,184.89	0.00	0.00	-185
DUES AND MEMBERSHIPS	4,000	0	1,990.00	0.00	0.00	2,010
EXPENSES ENCUMBERED PRIOR YR	115,404	0	115,112.16	0.00	0.00	292
Total 1004222 HIGHWAY DEPARTMENT EX	2,545,020	2,868	2,304,176	5,658	0	243,712
OVERTIME	190,000	0	101,445.26	0.00	0.00	88,555
R&L DEPARTMENTAL EQUIPMENT	30,000	0	80,921.63	0.00	0.00	-50,922
CONTRACTED SVCS SNOW REMOVAL	45,000	0	97,367.60	0.00	0.00	-52,368
DIESEL FUEL	12,500	0	9,645.96	0.00	0.00	2,854
MISC VEHICULAR SUPPLIES	7,500	0	51,238.91	0.00	0.00	-43,739
SALT SAND & OTHER CHEMICALS	60,000	221,000	281,275.32	0.00	0.00	-275
MISC PUBLIC WORKS SUPPLIES	5,000	0	10,999.15	0.00	0.00	-5,999
Total 1004232 SNOW & ICE CONTROL EX	350,000	221,000	632,894	0	0	-61,894
ELECTRICITY STREET LIGHTS	33,000	0	31,251.72	0.00	0.00	1,748
Total 1004242 STREET LIGHTS EXPENSE	33,000	0	31,251.72	0.00	0.00	1,748
TRAFFIC LIGHTS	25,000	0	17,596.00	0.00	0.00	7,404
Total 1004262 TRAFFIC CONTROL EXPEN	25,000	0	17,596.00	0.00	0.00	7,404
SALARIES PART TIME	14,354	0	0.00	0.00	0.00	14,354
TREE REMOVAL	50,000	0	64,354.00	0.00	0.00	-14,354
EXPENSES ENCUMBERED PRIOR YR	3,300	0	3,300.00	0.00	0.00	0
Total 1004272 TREE WARDEN	67,654	0	67,654	0	0	0
OVERTIME	8,000	0	8,000.00	0.00	0.00	0
R&L DEPARTMENTAL EQUIPMENT	1,000	0	756.06	0.00	0.00	244
MISC PUBLIC WORKS SUPPLIES	1,000	0	1,243.94	0.00	0.00	-244
Total 1004292 OTHER STORM CTRS	10,000	0	10,000	0	0	0
WAGES HOURLY	17,632	0	8,143.86	0.00	0.00	9,488

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CONTRACTED SVCS RUBBISH COLLEC	456,607	0	456,856.48	0.00	0.00	-249
CONT SVCS RUBBISH DISPOSAL	350,000	0	315,668.08	0.00	0.00	34,332
CONT SVCS RECYCLABLES COLLECTI	214,873	0	214,873.56	0.00	0.00	-1
CONT SVCS HAZARDOUS WASTE COLL	14,000	0	17,125.51	0.00	0.00	-3,126
MISC OTHER CHGS AND EXPENSES	10,000	0	1,537.40	0.00	0.00	8,463
EXPENSES ENCUMBERED PRIOR YR	55,392	0	55,391.67	0.00	0.00	0
Total 1004332 WASTE COLL AND DISP E	1,118,504	0	1,069,597	0	0	48,907
STIPENDS	200	0	0.00	0.00	0.00	200
MISC OTHER CHGS AND EXPENSES	1,000	0	14.00	0.00	0.00	986
Total 1004912 CEMETERY COMM	1,200	0	14	0	0	1,186
SALARIES FULL TIME	201,956	4,101	125,432.12	1,732.26	0.00	80,625
WAGES HOURLY ADDITIONAL	5,000	0	72,114.25	0.00	0.00	-67,114
LEGAL SPED	500	0	84.48	0.00	0.00	416
MEDICAL SERVICES	13,300	0	5,914.19	0.00	0.00	7,386
MISC OTHER SUPPLIES	1,000	0	1,065.46	0.00	0.00	-65
CONFERENCES	1,945	0	540.00	0.00	0.00	1,405
MILEAGE	1,000	0	796.27	0.00	0.00	204
DUES AND MEMBERSHIPS	475	0	67.55	0.00	0.00	407
CONTRACT INSPECTIONS	60,840	0	55,189.64	0.00	0.00	5,650
Total 1005112 BOARD OF HEALTH EXPEN	286,016	4,101	261,204	1,732	0	28,913
SALARIES FULL TIME	222,965	12,451	232,192.35	1,796.67	0.00	3,224
WAGES HOURLY	107,358	0	103,002.54	764.20	0.00	4,355
POSTAGE	11,300	0	11,176.40	0.00	0.00	124
PROGRAMS	16,500	0	16,934.69	0.00	0.00	-435
MISC OFFICE SUPPLIES	700	0	1,091.16	0.00	0.00	-391
CONFERENCES	2,255	0	1,210.00	0.00	0.00	1,045
MILEAGE	3,350	0	3,902.08	0.00	0.00	-552
DUES AND MEMBERSHIPS	550	0	615.13	0.00	0.00	-65
COUNCIL ON AGING EXPENSES	3,900	0	1,688.31	0.00	0.00	2,212
MISC OTHER CHGS AND EXPENSES	23,195	0	16,952.00	0.00	0.00	6,243
Total 1005412 SENIOR CENTER	392,073	12,451	388,765	2,561	0	15,759
SALARIES FULL TIME	87,475	1,500	94,134.73	1,134.81	0.00	-5,160
WAGES HOURLY	20,685	14,687	30,502.40	0.00	0.00	4,870
PRINTING AND BINDING	2,000	0	0.00	0.00	0.00	2,000
MISC OTHER CONTRACTED SVCS	38,000	0	34,421.42	0.00	0.00	3,579
COMMUNITY EVENTS/PRESENTATIONS	8,000	0	1,576.53	0.00	0.00	6,423
MISC OTHER SUPPLIES	4,000	0	1,004.44	0.00	0.00	2,996
MILEAGE	500	0	776.24	0.00	0.00	-276

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DUES AND MEMBERSHIPS	1,670	0	0.00	0.00	1,670
MISC OTHER CHGS AND EXPENSES	1,500	0	541.75	0.00	958
Total 1005422 YOUTH SERVICES	163,830	16,187	162,958	1,135	17,059
MISC OFFICE SUPPLIES	1,300	0	1,535.50	0.00	-236
REG VETERANS SVCS ASSESSMENT	46,656	0	46,655.51	0.00	0
VETERANS BENEFITS	70,000	0	70,252.19	0.00	-252
Total 1005432 VETERANS SERVICES EXP	117,956	0	118,443	0	-488
SALARIES FULL TIME	347,051	0	339,726.29	3,392.90	7,325
WAGES HOURLY	191,827	0	174,014.37	0.00	17,813
MISC OFFICE SUPPLIES	5,500	0	3,884.14	0.00	1,616
BOOKS AND PUBLICATIONS	36,900	0	31,024.17	0.00	5,876
CONFERENCES	640	0	421.00	0.00	219
MILEAGE	110	0	99.14	0.00	11
DUES AND MEMBERSHIPS	220	0	220.00	0.00	0
Total 1006102 LIBRARY	582,248	0	549,389	3,393	32,859
MISC OTHER CHGS AND EXPENSES	1,000	0	24.48	0.00	976
EXPENSES ENCUMBERED PRIOR YR	899	0	0.00	0.00	899
Total 1006912 HISTORIC COMMISSION E	1,899	0	24	0	1,875
TOWNWIDE - HOPKINTON DAY	0	0	2,559.09	0.00	-2,559
MISC OTHER CHGS AND EXPENSES	2,000	0	1,296.41	0.00	704
Total 1006922 CELEBRATIONS EXPENSES	2,000	0	3,856	0	-1,856
MISC OTHER CHGS AND EXPENSES	550	0	0.00	0.00	550
Total 1006952 HISTORIC DIST COMM EX	550	0	0	0	550
DEBT SERVICE PRINCIPAL	6,104,130	0	6,104,129.67	0.00	0
Total 1007117 RETIREMENT OF DEBT	6,104,130	0	6,104,129.67	0.00	0
DEBT SERVICE INTEREST	2,273,357	0	2,273,356.85	0.00	0
Total 1007517 INTEREST ON LONG TERM	2,273,357	0	2,273,356.85	0.00	0
INTEREST PAYMENT STD	61,739	0	57,080.79	0.00	4,658
Total 1007527 INTEREST ON SHORT TER	61,739	0	57,080.79	0.00	4,658
MOSQUITO CONTROL PROJECTS	0	0	90,059.00	0.00	-90,059
AIR POLLUTION CONTROL DISTRICT	0	0	6,534.00	0.00	-6,534
METROPOLITAN AREA PLANNING COU	0	0	8,929.00	0.00	-8,929
RMV NON RENEWAL SURCHARGE	0	0	7,600.00	0.00	-7,600

Town of Hopkinton
Expenditure Report for Budgeted Funds - General Fund
June 30, 2020

MBTA	0	0	56,937.00	0.00	0.00	-56,937
REGIONAL TRANSIT AUTHORITY	0	0	57,192.00	0.00	0.00	-57,192
SCHOOL CHOICE SENDING TUITION	0	0	124,216.00	0.00	0.00	-124,216
CHARTER SCHOOL SENDING TUITION	0	0	226,522.00	0.00	0.00	-226,522
Total 1008208 ST ASSESS CHARGES	0	0	577,989.00	0.00	0.00	-577,989
S MIDDLESEX REG TECH HS ASSESS	599,556	0	599,251.00	0.00	0.00	305
Total 1008418 SO MIDD REG TECH SCH	599,556	0	599,251.00	0.00	0.00	305
HEALTH INSURANCE	7,607,616	-364,000	6,924,863.11	-2,507.93	0.00	318,753
LIFE INSURANCE	20,000	0	9,843.75	0.00	0.00	10,156
FICA	651,000	0	721,981.34	0.00	0.00	-70,981
UNEMPLOYMENT INSURANCE	105,000	0	81,267.08	0.00	0.00	23,733
DRUG AND ALCOHOL TESTING	3,000	0	0.00	0.00	0.00	3,000
MIDDLESEX RETIREMENT ASSESSMEN	2,486,832	-80,000	2,335,018.00	0.00	0.00	71,814
Total 1009108 EMPLOYEE BENEFITS UNC	10,873,448	-444,000	10,072,973.28	-2,507.93	0.00	356,474
BLANKET INSURANCE PREMIUMS	592,000	0	591,456.24	0.00	0.00	544
Total 1009458 LIABILITY INSURANCE U	592,000	0	591,456.24	0.00	0.00	544

Town of Hopkinton
Expenditure Report for Budgeted Funds - Enterprise Funds
June 30, 2020

ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFERS & ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
SALARIES FULL TIME	0	0	0	887.91	887.91	0.00	-888	100.00
WAGES HOURLY	115,873	0	115,873	107,749.56	0.00	0.00	8,123	93.00
OVERTIME	58,000	0	58,000	49,388.00	304.59	0.00	8,612	85.20
ELECTRICITY	150,000	0	150,000	101,844.24	0.00	0.00	48,156	67.90
HEATING OIL	700	0	700	61.29	0.00	0.00	639	8.80
WW FACILITY USAGE CHARGES	500,000	0	500,000	270,640.10	0.00	0.00	229,360	54.10
R&M VEHICLES AND EQUIPMENT	1,343	0	1,343	4,499.53	0.00	0.00	-3,157	335.00
R&M ALARM SYSTEMS	5,000	0	5,000	5,130.60	0.00	0.00	-131	102.60
R&L DEPARTMENTAL EQUIPMENT	5,000	0	5,000	0.00	0.00	0.00	5,000	0.00
SWR-INFLOW-INFILTRATION REMOVL	64,000	0	64,000	40,155.55	0.00	0.00	23,844	62.70
CONT SVCS FRUIT STREET	165,000	0	165,000	165,146.54	0.00	0.00	-147	100.10
TELEPHONE	17,000	0	17,000	7,392.61	0.00	0.00	9,607	43.50
POSTAGE	5,000	0	5,000	1,462.52	0.00	0.00	3,537	29.30
MISC OTHER CONTRACTED SVCS	60,000	0	60,000	57,934.90	0.00	0.00	2,065	96.60
MISC OFFICE SUPPLIES	4,000	0	4,000	3,602.16	0.00	0.00	398	90.10
MISC VEHICULAR SUPPLIES	3,000	0	3,000	4,836.78	0.00	0.00	-1,837	161.20
TREATMENT CHEMICALS	20,000	0	20,000	0.00	0.00	0.00	20,000	0.00
MISC PUBLIC WORKS SUPPLIES	40,000	0	40,000	22,835.62	0.00	0.00	17,164	57.10
UNIFORMS AND OTHER CLOTHING	700	0	700	1,218.77	0.00	0.00	-519	174.10
MEETINGS	8,000	0	8,000	0.00	0.00	0.00	8,000	0.00
DUES AND MEMBERSHIPS	2,000	0	2,000	1,480.34	0.00	0.00	520	74.00
ADMINISTRATIVE COSTS	8,961	0	8,961	0.00	0.00	0.00	8,961	0.00
WAGES ENCUMBERED PRIOR YR	454	0	454	453.78	0.00	0.00	0	100.00
EXPENSES ENCUMBERED PRIOR YR	16,282	0	16,282	12,716.90	0.00	0.00	3,565	78.10
Total 6004402 SEWER DEPARTMENT	1,250,313	0	1,250,313	859,438	1,193	0	390,875	1,913
Total 6007117 RETIREMENT OF DEBT	1,144,397	0	1,144,397	1,131,324.64	0.00	0.00	13,073	98.90
Total 6007517 INTEREST ON LONG TERM	186,701	0	186,701	195,662.32	0.00	0.00	-8,961	104.80
Total 6007527 INTEREST ON SHORT TER	5,100	0	5,100	0.00	0.00	0.00	5,100	0.00
TRANSFERS TO GENERAL FUND	0	0	0	281,177.52	0.00	0.00	-281,178	100.00
Total 6009909 INTERFUND TRANSFERS O	0	0	0	281,177.52	0.00	0.00	-281,178	100.00
Total 6000 SEWER ENTERPRISE FUND	2,586,511	0	2,586,511	-186,406.61	-68,236.48	0.00	2,772,918	-7.20
SALARIES FULL TIME	0	0	0	1,780.24	1,780.24	0.00	-1,780	100.00
WAGES HOURLY	350,286	0	350,286	267,775.13	0.00	0.00	82,511	76.40
OVERTIME	70,000	0	70,000	65,407.62	297.17	0.00	4,592	93.40

Town of Hopkinton
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ELECTRICITY	140,000	0	140,000	118,930.20	0.00	0.00	21,070	85.00
HEATING OIL	10,000	0	10,000	4,374.86	0.00	0.00	5,625	43.70
WATER USAGE ASHLAND	300,000	0	300,000	258,849.21	0.00	0.00	41,151	86.30
R&M VEHICLES AND EQUIPMENT	5,000	0	5,000	9,091.44	0.00	0.00	-4,091	181.80
R&M SYSTEM REHAB	21,000	0	21,000	347.87	0.00	0.00	20,652	1.70
OTHER LEGAL	5,000	0	5,000	135.00	0.00	0.00	4,865	2.70
ADVERTISING	1,000	0	1,000	1,515.83	0.00	0.00	-516	151.60
ARCHITECTURAL AND ENGINEERING	28,000	0	28,000	15,217.53	0.00	0.00	12,782	54.30
WATER TESTING	11,000	0	11,000	19,654.59	0.00	0.00	-8,655	178.70
TELEPHONE	12,000	0	12,000	10,690.05	0.00	0.00	1,310	89.10
POSTAGE	3,500	0	3,500	3,990.04	0.00	0.00	-490	114.00
MISC OTHER CONTRACTED SVCS	103,000	0	103,000	114,549.81	0.00	0.00	-11,550	111.20
MISC OFFICE SUPPLIES	3,000	0	3,000	1,401.22	0.00	0.00	1,599	46.70
BUILDING R&M SUPPLIES	3,000	0	3,000	175.64	0.00	0.00	2,824	5.90
MISC VEHICULAR SUPPLIES	7,000	0	7,000	3,653.13	0.00	0.00	3,347	52.20
TREATMENT CHEMICALS	45,000	0	45,000	42,817.87	0.00	0.00	2,182	95.20
WATER METERS	50,000	0	50,000	67,239.08	0.00	0.00	-17,239	134.50
MISC PUBLIC WORKS SUPPLIES	55,000	0	55,000	67,237.33	0.00	0.00	-12,237	122.20
TECHNOLOGY SOFTWARE	14,000	0	14,000	10,699.12	0.00	0.00	3,301	76.40
UNIFORM AND OTHER CLOTHING	3,000	0	3,000	2,754.38	0.00	0.00	246	91.80
DUES AND MEMBERSHIPS	7,000	0	7,000	4,678.94	0.00	0.00	2,321	66.80
ADMINISTRATIVE COSTS	1,046	0	1,046	0.00	0.00	0.00	1,046	0.00
WAGES ENCUMBERED PRIOR YR	430	0	430	430.06	0.00	0.00	0	100.00
EXPENSES ENCUMBERED PRIOR YR	115	0	115	115.39	0.00	0.00	0	100.00
EXPENSES ENCUMBERED PRIOR YR	71,874	0	71,874	71,874.03	0.00	0.00	0	100.00
Total 6104502 WATER DEPARTMENT	1,320,251	0	1,320,251	1,165,386	2,077	0	154,866	2,362
Total 6107117 RETIREMENT OF DEBT	593,062	0	593,062	593,302.09	0.00	0.00	-240	100.00
Total 6107517 INTEREST ON LONG TERM	162,270	0	162,270	163,076.22	0.00	0.00	-806	100.50
Total 6107527 INTEREST ON SHORT TER	54,349	0	54,349	51,361.08	0.00	0.00	2,988	94.50
TRANSFERS TO GENERAL FUND	0	0	0	369,547.36	0.00	0.00	-369,547	100.00
TRANSFERS TO CAP PROJ FUNDS	0	0	0	115,000.00	0.00	0.00	-115,000	100.00
Total 6109909 INTERFUND TRANSFERS O	0	0	0	484,547.36	0.00	0.00	-484,547	100.00
Total 6100 WATER ENTERPRISE FUND	2,129,933	0	2,129,933	-269,032.21	-78,468.94	0.00	2,398,965	-12.60
SALARIES FULL TIME	78,000	0	78,000	92,333.84	1,458.64	0.00	-14,334	118.40
SALARIES PART TIME	57,200	0	57,200	0.00	0.00	0.00	57,200	0.00
WAGES HOURLY	0	0	0	73,076.32	0.00	0.00	-73,076	100.00
WAGES HOURLY TEMPORARY SEASONA	101,120	0	101,120	67,365.47	0.00	0.00	33,755	66.60

Town of Hopkinton
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ELECTRICITY	9,522	0	9,522	14,842.97	0.00	0.00	-5,321	155.90
SEWER USAGE	0	0	0	497.86	0.00	0.00	-498	100.00
WATER USAGE	0	0	0	144.31	0.00	0.00	-144	100.00
WATER USAGE	0	0	0	52.82	0.00	0.00	-53	100.00
WATER USAGE	0	0	0	844.25	0.00	0.00	-844	100.00
WATER USAGE FRUIT ST FIELD	0	0	0	52.82	0.00	0.00	-53	100.00
R&M RECREATIONAL FACILITIES	88,042	0	88,042	48,212.69	0.00	0.00	39,829	54.80
R&M FRUIT STREET	39,450	0	39,450	22,562.96	0.00	0.00	16,887	57.20
R&L DEPARTMENTAL EQUIPMENT	7,360	0	7,360	0.00	0.00	0.00	7,360	0.00
ADVERTISING	2,215	0	2,215	212.00	0.00	0.00	2,003	9.60
MISC OTHER CONTRACTED SERVICES	203,708	0	203,708	191,880.70	0.00	0.00	11,827	94.20
MISC OFFICE SUPPLIES	0	0	0	285.75	0.00	0.00	-286	100.00
SIGNS	0	0	0	505.40	0.00	0.00	-505	100.00
RECREATIONAL SUPPLIES	13,259	0	13,259	15,488.43	0.00	0.00	-2,229	116.80
PRIOR YEAR EXPENSE P&R	0	0	0	12,744.75	0.00	0.00	-12,745	100.00
EXPENSES ENCUMBERED PRIOR YR	9,182	0	9,182	9,181.85	0.00	0.00	0	100.00
Total 6206302 PARKS AND REC	363,556	0	363,556	308,327.71	0.00	0.00	55,228	84.80
Total 6207117 RETIREMENT OF DEBT	30,000	0	30,000	30,000.00	0.00	0.00	0	100.00
Total 6207517 INTEREST ON LONG TERM	2,700	0	2,700	2,700.00	0.00	0.00	0	100.00
TRANSFERS FROM GENERAL FUND	0	0	0	-148,981.00	151,054.00	0.00	148,981	100.00
Total 6209809 INTERFUND TRANSFERS I	0	0	0	-148,981.00	151,054.00	0.00	148,981	100.00
TRANSFERS TO GENERAL FUND	38,257	0	38,257	38,863.76	0.00	0.00	-607	101.60
Total 6209909 INTERFUND TRANSFERS O	38,257	0	38,257	38,863.76	0.00	0.00	-607	101.60
Total 6200 PARKS & RECREATION ENT F	680,015	0	680,015	212,760.61	152,512.64	0.00	467,254	31.30
CABLE ACCESS-DISTRIBUTE FUNDS	50,000	0	255,294	50,000.00	0.00	0.00	205,294	19.60
Total 6300 PEG ACCESS ENTERPRISE FU	50,000	0	255,294	-205,293.98	0.00	0.00	460,588	-80.40

Town of Hopkinton
Revenue and Expenditure Report for all Capital Projects
June 30, 2020

<u>ACCOUNT DESCRIPTION</u>	<u>CARRY OVER</u>	<u>BOND PROCEEDS</u>	<u>BOND PREMIUM</u>	<u>GRANTS/ REBATES</u>	<u>06/30/20 EXPENDED</u>	<u>TRANSFERS IN/(OUT)</u>	<u>BALANCE</u>
07K15 TPAYGO WHITEHALL TEST WE	35,000.00						35,000.00
19B17 REPAIR LAKE MASPENOCK DAM	224,336.12				156,510.81		67,825.31
19E17 GARAGE DOOR REPLACEMENT	70,140.00				70,140.00		-
14A18 END USER HARDWARE REPLACEMENT	18,547.91				18,228.21		319.70
14B18 PUBLIC SAFETY SERVER UPGRADE	16,799.48				6,063.32		10,736.16
14C18 TOWN HALL SECURITY UPGRADES	40,924.00				40,618.75		305.25
14E18 FIRE COMMUNICATION SYSTEM	99,948.17				99,948.17		-
14H18 REPLACE POLICE VEHICLES	8,799.47				6,775.00		2,024.47
FB RESERVED FOR EXPENDITURES	31,313.34				-	(31,312.44)	0.90
17C19 Fire Station Feasibility Study	-					75,000.00	75,000.00
2919 Center School Feasibility Study	-					58,000.00	58,000.00
17F19 Town Hall Elevator Controls	-				75,000.00	75,000.00	-
17A19 Security Cameras	-				26,044.09	43,830.00	17,785.91
17B19 End User Hardware Replacement	-				24,132.35	43,750.00	19,617.65
17E19 Jail Cells Floor Repair	-				39,649.00	45,970.00	6,321.00
17P19 Replace Police Cruisers	-				135,634.00	135,634.00	-
17D19 Fire Chief Car	-				5,782.33	53,050.00	47,267.67
17G19 Replace DPW Trucks	-				140,394.04	142,000.00	1,605.96
3002 TOWN PAYGO CAPITAL	545,808.49	-	-	-	844,920.07	640,921.56	341,809.98
1514 LIBRARY CONSTRUCTION	(658,980.13)	659,000.00					19.87
1515 DPW FACILITY	12,851.06						12,851.06
1516 SIDEWALK MASTER PLAN	132,888.50						132,888.50
1613 FINANCIAL MANAGEMENT SYSTEM	0.33						0.33
1816 MAIN FIRE STATION ROOF A1	5,004.43						5,004.43
2017 HVAC SYSTEM FIRE STATION	525,000.00						525,000.00
2502 DPW BLDG A&E A250502	5,256.88						5,256.88
2513 ADA TOWN/SCHOOLS A250513	150,000.00						150,000.00
2612 ADAOC PHASE VI A260512	5,725.40						5,725.40
A2018 Main St Corridor	(140,872.53)	850,000.00			460,044.15		249,083.32
A2019 BUCKET TRUCK	-	100,000.00					100,000.00
A2119 MUNICIPAL TRACTOR	-	177,000.00			177,000.00		-

**Town of Hopkinton
Revenue and Expenditure Report for all Capital Projects
June 30, 2020**

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07/15 SEWER SYSTEM CAPACITY ANALYSIS
A1918 Sewer Pay go backhoe
Sewer System Capacity Analysis

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Town of Hopkinton
Revenue and Expenditure Report for all Capital Projects
June 30, 2020

3213 GROVE TNK INSP A320513	3,953.05				3,953.05
3513 WATER MAIN MAIN ST A35051	50,965.29				50,965.29
3793 WATER SUPPLY EXPL A370593	1,089.75				1,089.75
3993 PAINT TNK WMAIN A390593	110.94				110.94
2115 GROVE ST WATER FACILITY ENG	2,833.03				2,833.03
14B06 WATER MAINS A250505 A14B	698.74				698.74
2105 WATER WELL H2 A210505	9,225.64				9,225.64
1608 DUMP TRUCK A160508	385.00				385.00
2211 GENERATOR FRUIT ST WELL A220511	37,313.23				37,313.23
2311 SERVICE TRUCK 2 A230511	1,385.00				1,385.00
2317 FRUIT ST BLENDING FACILITY A2317	327,921.98			33,273.34	294,648.64
1618 H ROWE WATER MAIN REPLACEMENT	-	700,000.00			700,000.00
1718 CEDAR ST WATER MAIN REPLACEMENT	-	620,000.00		298,551.68	321,448.32
3400 CAPITAL PROJ WATER ENT FUND	637,670.23	2,598,000.00	-	565,471.53	- 2,670,198.70
0815S INDOOR REC FACILITY FRUIT ST	(48.96)				(48.96)
3312 SANDY BEACH RENOV A330512	483.30				483.30
3500 CAPITAL PROJECTS PARK & REC ENT FUND	434.34	-	-	-	434.34
P/Y CHAPTER 90					-
1014 CHAPTER 90 FISCAL 2015 A1					-
1015 CHAPT 90 FY 2016 A100515					-
1016 CHAPT 90 FY 2017					-
FY20 Chapter 90			643,095.00	791,265.78	(148,170.78)
1217 CHAPT 90 FY 2018					-
3900 HIGHWAY IMPROVEMENTS FUND	-	-	643,095.00	791,265.78	- (148,170.78)

**Town of Hopkinton
Cash Receipts
June 30, 2020**

Revenue Source Description	Collected	Revenue Source Description	Collected
PERSONAL PROPERTY TAXES 2008	(13.58)	MISC-JUDGEMENT AND SETTLEMENTS	220.36
PERSONAL PROPERTY TAXES 2010	15.76	MISC SOLAR RENEWABLE ENERGY CS	10,227.79
PERSONAL PROPERTY TAXES 2013	89.04	CABLE FRANCHISE FEE	33,259.84
PERSONAL PROPERTY TAXES 2014	(2,290.89)	COMMON VICTUALER ALL ALCOHOLIC	42,450.00
PERSONAL PROPERTY TAXES 2015	3,623.47	COMMON VICTUALER WINE MALT	2,325.00
PERSONAL PROPERTY TAXES 2016	(1,948.52)	PACKAGE GOODS ALL ALCOHOLIC	12,075.00
PERSONAL PROPERTY TAXES 2017	1,283.47	PACKAGE GOODS WINE MALT	10,000.00
PERSONAL PROPERTY TAXES 2018	12,713.38	FARMERS MARKET LIQUOR LICENSE	2,375.00
PERSONAL PROPERTY TAXES 2019	34,564.71	ONE DAY LIQUOR LICENSE	225.00
PERSONAL PROPERTY TAXES 2020	2,842,834.36	COMMON VICTUALLERS LICENSE	875.00
PERSONAL PROPERTY TAXES 2021	-	CLASS II LICENSE	500.00
REAL ESTATE TAXES 2017	(453.60)	ENTERTAINMENT LICENSE	75.00
REAL ESTATE TAXES 2018	(466.44)	LIMOUSINE LICENSE	650.00
REAL ESTATE TAXES 2019	365,194.01	JOINT POLE HEARING REVENUE	600.00
REAL ESTATE TAXES 2020	67,577,510.26	SALE OF BOOKS	2,070.00
REAL ESTATE TAXES 2021	-	DEMAND FEES	7,644.32
SUPPLEMENTAL BILLINGS	6,043.39	WARRANT FEES	31,166.72
TAX LIENS REDEEMED	252,211.68	MUNICIPAL LIEN CERTIFICATES	42,853.00
MOTOR VEHICLE EXCISE 2009	52.50	RETURNED CHECK FEE	450.00
MOTOR VEHICLE EXCISE 2010	67.50	TREAS COLL FEES	900.00
MOTOR VEHICLE EXCISE 2011	112.50	BIRTH CERTIFICATES	5,442.00
MOTOR VEHICLE EXCISE 2012	162.19	MARRIAGE CERTIFICATES	1,685.00
MOTOR VEHICLE EXCISE 2013	41.67	DEATH CERTIFICATES	8,841.00
MOTOR VEHICLE EXCISE 2014	337.75	DOG LICENSE LATE FEE	10,000.00
MOTOR VEHICLE EXCISE 2015	265.84	DOG PICKUP FEES	1,648.00
MOTOR VEHICLE EXCISE 2016	430.73	COPY FEES	10.50
MOTOR VEHICLE EXCISE 2017	265.33	SALE OF ABSTRACTS	2,230.00
MOTOR VEHICLE EXCISE 2018	15,271.61	SALE OF REPORTS	134.00
MOTOR VEHICLE EXCISE 2019	581,240.70	PUBLIC RECORDS REQUEST FEE	25.00
MOTOR VEHICLE EXCISE 2020	2,820,391.91	DOG LICENSES	20,807.00
MOTOR VEHICLE EXCISE PR YRS	1,195.07	RAFFLE PERMITS	20.00
PENALTIES INTEREST PROP TAXES	62,676.00	DBA CERTIFICATES	1,910.00
PENALTIES INTEREST EXC TAXES	11,896.60	STORAGE PERMITS	1,400.00
PENALTIES INTEREST TAX LIENS	55,488.30	NON CRIMINAL BY LAW FINES	14,150.00
PENALTIES INTEREST ASSESSMENTS	11.02	NON CRIMINAL BY LAW FINES	5,025.00
PAYMENTS IN LIEU OF TAXES	301,393.32	FILING FEES	13,542.42
LOSS OF TAXES STATE OWNED LAND	346,054.00	FILING FEES DESIGN REVIEW BOAR	75.00
ABATE VETS BLIND S SP ELDERLY	9,538.00	ACCIDENT REPORTS	930.00
CHAPTER 70 SCHOOL AID	7,021,215.00	FIREARMS ID CARDS	225.00
SCHOOL TRANSP CH 71	1,208.00	OFF DUTY DETAIL ADMIN FEES	70,833.80
SCHOOL CONST MSBA	1,487,086.00	PISTOL PERMITS	4,462.50
VETERANS BENEFITS	58,373.00	PEDDLING SOLICITING PERMITS	520.00
UNRESTRICTED GEN GVT AID	834,159.00	POLICE BY LAW FINES	950.00
CHARTER TUITION REIMBURSEMENTS	33,133.00	PARKING FINES	3,995.00
HOMELESS TRANSPORTATION	13,767.00	26F INSPECTION FEES	6,480.00
COURT FINES	3,125.00	OIL BURNER INSPECTION FEES	3,050.00
MEDICAL ASSISTANCE REIMB SCH	25,129.00	OCCUPANCY INSPECTION FEES	30,485.50
MOTOR VEHICLE EXCISE REIMB	48,170.41	STORAGE PERMITS	3,130.00
SHORT TERM RENTALS REIMB	3,734.44	UNDERGRND STOR TANK INST PMTS	400.00
EARNINGS ON INVESTMENTS	535,430.96	BLASTING PERMITS	75.00
MISC NON RECURRING BUDGET	14,729.97	SYSTEM SHUTDOWNS PERMITS	2,600.00

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<u>ACCOUNT DESCRIPTION</u>	<u>BEGINNING</u>	<u>BOND</u>	<u>INTERGOVTL</u>	<u>RECEIPTS</u>	<u>INTEREST</u>	<u>06/30/20</u>	<u>TRANSFERS</u>	<u>ENDING</u>
	<u>BALANCE</u>	<u>PROCEEDS</u>				<u>EXPENDED</u>	<u>IN/(OUT)</u>	<u>BALANCE</u>
NO PROJECT	133,143.13		118,259.00	657,273.11	1,798.67	821,374.92		89,098.99
2200 SCHOOL LUNCH REVOLVING FUND	133,143.13	-	118,259.00	657,273.11	1,798.67	821,374.92	-	89,098.99
UNDESIGNATED FUND BALANCE - CP	1,653,641.30		262,876.00	1,162,928.23	11,852.17	16,045.45	(2,000,624.58)	1,074,627.67
29E15 MCFARLAND SANGER HOUSE R	29,740.00					15,000.00		14,740.00
29F15 FRUIT ST PARKING STUDY	50,000.00					-		50,000.00
29G15 LEGACY FARMS PARKING/ACC	4,186.97					-		4,186.97
29I15 CEMETERY RECORDS DIGITIZ	8,200.21					-		8,200.21
31A17 SHARED USE TRAIL	12,483.72					5,355.75		7,127.97
31D17 HISTORIC HEADSTONE RESTORATION	10,000.00					10,000.00		-
31E16 RESTORE MCFARLAND HOUSE	60,000.00					-		60,000.00
31E17 CHENEY FAMILY COLLECTION PRESERVTN	264.00					-		264.00
31F16 RESTORE RT 85 STONE BRIDGE	64,255.33					5,791.81		58,463.52
31F17 THREE BRIDGES RECONSTRUCTION	3,248.97					-		3,248.97
31G16 CONSTRUCT REC PATH RT 85	25,000.00					-		25,000.00
31G17 ARCHITECTURAL HISTORICAL SURVEY	-					-		-
31H16 FENCING AROUND CLAFIN FOUN	-					-		-
31H17 FRUIT STREET BUILDING FACILITY	-					-		-
31I16 PROTECTIVE NETTING FRUIT ST ATH	3,858.00					-		3,858.00
31J16 INSTALL BOAT DOCK SANDY BEACH	20,000.00					-		20,000.00
31K17 REED PARK ENGINEERING & CONSTRUCTN	26,000.00					-		26,000.00
31L17 CENTER TRAIL BENCHES	1,700.00					-		1,700.00
3708 CEMETERY SIGNAGE A370508	-					-		-
3709 HISTORIC SIGNAGE A370509	-					-		-
38A11 HIST REC PRES PROJ HS A3	-					-		-
38B11 ACCESS RAMP LIBRARY A38B	-					-		-
38C11 PRES REST TOWN RECS A38C	-					-		-
38D11 ENT SIGN CAMERON WOOD A3	-					-		-
38E11 CENTER TRAIL IMPROVE A38	-					-		-
4005 HIST SOCIETY BLDG PRES #4	-					-		-
40A12 RESTORE TAX RECORDS A40A	-					-		-
40A13 SANDY BEACH RESTORE A40A	-					-		-
40B12 REPAIR CEM MONUMENTS A40	-					-		-
40C13 RESTORE REED PARK A40C05	-					-		-
40D13 EXT TR LP CHAMBERLAIN A4	-					-		-

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40E12 LAND WHISPER WAY A40E051	-	-	-	-
40E13 DEVELOP WELZEL PATH A40E	-	-	-	-
40F12 LAND HAYDEN ROWE A40F051	-	-	-	-
40F13 COMEY CHAP WIND PRES A40	-	-	-	-
40H13 SIGNAGE HUGHES HOUSE A40	-	-	-	-
40I13 BND MARKERS TOWN PROP A4	-	-	-	-
4108 SURVEY HISTORIC BLDGS A41	-	-	-	-
4207 REST RT85 BRIDGE ARCH A42	-	-	-	-
4308 WHITEHALL TRAILS A430508	-	-	-	-
4604 TOWN CEMETERY FENCE A4605	-	-	-	-
4606 WHITEHALL LAND A460506	-	-	-	-
4702 REED PARK RESTORATION A47	-	-	-	-
4704 SOUTH MILL ST DAM A470504	-	-	-	-
4906 RAILS TO TRAILS A490506	-	-	-	-
5107 SANDY BEACH BENCHES A5105	-	-	-	-
5206 WHITEHALL GATEHOUSE A5205	-	-	-	-
26B18 CONSERVATION REST EAST MAIN	2,550.00	-	-	2,550.00
26C18 CONSERVATION REST GRANITE ST	6,200.00	-	-	6,200.00
26D18 CONS REST CENTER TRAIL A26D18	8,655.00	2,665.00	-	5,990.00
26E18 CAMERAS A26E18	50,000.00	15,155.00	-	34,845.00
27B18 CEDAR STREET LAND A27B18	23,423.60	-	-	23,423.60
27C18 FRUIT STREET LIGHTING A27C18	600,000.00	-	-	600,000.00
31A19 PRES OF LAND RECORDS 31A19	-	20,000.00	20,000.00	-
31B19 PRESERVE HIST PHOTOS 31B19	-	-	3,750.00	3,750.00
31C19 HEADSTONE PRESERVATION 31C19	-	10,000.00	10,000.00	-
31D19 FRUIT ST DOG PARK 31D19	-	14,002.26	14,201.00	198.74
31D19 FRUIT ST DOG PARK 31D19	-	-	115,799.00	115,799.00
31D19 DESIGN & ENGINEERING DOG PARK	-	-	20,000.00	20,000.00
31E19 LACROSSE WALL FRUIT ST 31E19	-	-	25,000.00	200.00
31F19 IRRIGATION PYNE FIELD 31F19	-	24,800.00	25,000.00	25,000.00
31G19 WETLAND CROSSING 31G19	-	-	50,000.00	50,000.00
31H19 EMC PLAYGROUND EQUIP 31H19	-	260,000.00	260,000.00	-
29H15 FRUIT ST ATH FLD/BLD 29H15 PP	-	43,218.75	43,218.75	-
31H17 FRUIT ST BUILD FACIL 31H17 PP	-	20,000.00	20,000.00	-
31H17 FRUIT ST BUILD FACIL 31H17 IP	-	13,674.99	13,674.99	-
I1904 ABBOTT LAND 400512 010113 IP (Open Space)	-	1,170.00	1,170.00	-
P1904 ABBOTT LAND 400512 010113 PP (Open Space)	-	13,000.00	13,000.00	-
I1904 ABBOTT LAND 400512 010113 IP (Recreation)	-	10,530.00	10,530.00	-
P1904 ABBOTT LAND 400512 010113 PP (Recreation)	-	117,000.00	117,000.00	-

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SHORT-TERM INTEREST					9,278.84	9,278.84	-
BUDGETED RESERVE						694,794.00	694,794.00
FB RES - EXPENDITURES	543,750.00					289,605.75	833,355.75
FB RES - OPEN SPACE	744,229.17					101,652.72	845,881.89
FB RES - HISTORIC RESOURCES	594,778.05					115,799.00	710,577.05
FB RES - COMMUNITY HOUSING	571,522.23					115,799.00	687,321.23
FB RES - PASSIVE RECREATION	351,041.94					-	351,041.94
FB RES - PASSIVE/ACTIVE RECREATION	91,316.40					(88,842.87)	2,473.53
2400 COMMUNITY PRESERVATION FUND	5,560,044.89	-	262,876.00	1,162,928.23	11,852.17	626,687.85	(194.40) 6,370,819.04
FEMA SAFER GRANT			9,196.44			9,196.44	-
2500 FEDERAL GRANTS FUND	-	-	9,196.44	-	-	9,196.44	-
CTE20 2020 CTE PART	-		15,000.00			15,000.00	-
CTP20 2020 CTP INST	-		6,920.00	6,344.00		13,245.00	19.00
EGL20 2020 EARLY GRADE LIT PROGRAM	-		4,070.00	7,000.00		11,070.00	-
SEC19 2019 SPED EARLY CHILDHOOD	1,500.00					1,500.00	-
SEC20 2020 SPED EARLY CHILDHOOD	-		19,970.00	2,160.00		20,179.88	1,950.12
SID19 2019 SPED IDEA	61,826.38		10,000.00			71,826.38	-
SID20 2020 SPED IDEA	-		614,380.00			586,538.18	27,841.82
STM20 2020 STEAM MAT	-		104,540.00	25,460.00		110,907.70	19,092.30
TI19 2019 TITLE 1	1,317.28					1,317.28	-
TI20 2020 TITLE 1	-		19,495.00	10,600.00		30,695.00	(600.00)
TI19 2019 TITLE IIA	308.00					308.00	-
TI120 2020 TITLE IIA	-		21,510.00	6,900.00		28,410.00	-
TI119 2019 TITLE III	73.64					73.64	-
TI120 2020 TITLE III	-		17,600.00			16,965.00	635.00
TI120 2020 TITLE IV	-		10,000.00			9,792.35	207.65
2550 FEDERAL EDUCATION GRANTS	65,025.30	-	843,485.00	58,464.00	-	917,828.41	49,145.89
200FD 200 FOUNDATION SG	1,500.00					-	1,500.00
ACPSG ACP COMPETITIVE DOER SG	1,208.20					-	1,208.20
AHREG ASHLAND HOPKINTON REG SG	18,783.80					-	18,783.80
AHSSG ARCHITECTURAL HISTORICAL SURVEY	12,500.00					-	12,500.00
BPSN BAY PATH SENIORS	1,518.50					-	1,518.50
BPVRG BULLET PROOF VEST REIMB	10,984.19		2,036.53			6,845.70	6,175.02
CDAG CDAG ELM ST SEWER SG	14,230.42					-	14,230.42

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CDASG COMMUNITY DEVELOPMENT AC	0.01	-	-	0.01
CLENG CLEAN ENERGY CHOICE SG	45.23	-	-	45.23
CMPTCT COMMUNITY COMPACT	1,857.78	-	-	1,857.78
CRECY CURBSIDE RECYCLING SG	1,660.00	-	-	1,660.00
CULTC CULTURAL COUNCIL SG	5,239.72	-	-	7,468.76
EAR20 EARMARK GRANT FY20	-	6,300.00	4,070.96	-
ELFMF ELMWOOD FARM PROJECT SG	400,000.00	125,000.00	125,000.00	400,000.00
EMPLN EMERGENCY PLANNING SG	-	-	-	-
EOEAF EOEAF FORMULA SG	-	23,196.00	23,554.25	(358.25)
EOHED EOHED MASSWORKS INFRASTRUCTURE	(5,000.00)	-	-	(5,000.00)
EOPSS POLICE EOPSS SG	72,155.35	-	-	72,155.35
EVSG EARLY VOTING SG	4,346.56	-	-	4,346.56
EXHRS ELECTION EXTRA HRS SG	14,090.75	1,603.08	-	15,693.83
FSSSG FORCE SOUTH STREET SG	0.01	-	-	0.01
GWCC GIRLS WHO CODE CLUB	12.36	-	-	12.36
HOOD FIREFIGHTERS TURNOUT GEAR	-	2,848.00	2,848.00	-
MBLC MBLC CONSTRUCTION GRANT	7,601.29	-	-	7,601.29
MCOA MCOA SG	-	-	-	-
MHG20 MENTAL HEALTH	-	25,000.00	25,000.00	-
PSAP TRAINING	-	987.36	-	987.36
PPUBS POLICE PUBLIC SAFETY SG	1,759.89	-	-	1,759.89
SAG19 SUBSTANCE ABUSE	8,776.19	-	8,776.19	-
SAG20 SUBSTANCE ABUSE	-	75,000.00	45,006.70	29,993.30
SALIB STATE AID TO LIBRARIES S	135,023.66	19,311.18	7,785.75	146,549.09
SASG SUBSTANCE ABUSE STATE GRA	873.40	-	-	873.40
SAWAR STUDENT AWARENESS FIRE	2,943.82	3,965.00	2,943.82	3,965.00
SCTRS GA FRIENDS OF COA KITCHEN	19,889.17	20,000.00	25,598.31	14,290.86
SENSG SENIOR SAFE SG	2,237.00	2,348.00	2,237.00	2,348.00
THHSG TOWN HALL HISTORIC SG	0.01	-	-	0.01
THIMP TH IMPROVEMENTS	-	37,500.00	75,000.00	-
UCRT UPPER CHARLES RIVER TAIL EXT	932.40	-	-	932.40
VETLE VETERANS INTO	-	4,115.29	-	4,115.29
VPPG MA VULNERABILITY	-	29,000.00	28,641.87	358.13
WESG WASHER EXTRACTOR	-	6,573.14	6,573.14	-
WMEAS WEIGHTS AND MEASURES SG	-	100.00	300.00	-
2600 STATE GRANTS FUND	14,777.78	-	390,181.69	14,577.78
	749,947.49	-	37,500.00	782,149.38
HSM16 2016 HS METROWEST	(0.03)	-	-	(0.03)
HSM17 2017 HS METROWEST	12,192.25	-	12,192.25	-

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MMP20 MASS MAR	-	50,000.00	50,000.00	82,868.95	17,131.05
SSC20 SAFER SCHOOLS & COMMUNITIES	-	49,000.00	49,000.00	49,000.00	-
2650 STATE EDUCATION GRANTS FUND	12,192.22	-	99,000.00	144,061.20	17,131.02
BPREM BOND PREMIUMS	32,330.32		40,536.91	-	72,867.23
LEGCY SCHOOL - LEGACY FARMS					-
ARRA AMBULANCE RCPTS RESERVED	921,787.53		577,655.94	1,426.98	973,016.49
CARES STIMULUS - EMS	-	15,546.87		-	15,546.87
CWETL CC WETLANDS RCPTS RESERVED	44,929.48		11,975.00	-	56,904.48
HGT20 HWY INS REIMB OVER \$150K	48,439.72		21,095.78	-	2,222.00
SCHOOL LEGACY	500,000.00		831,300.00	67,313.50	-
SCLTS SALE OF CEMETERY LOTS	11,436.81		4,700.00	-	16,136.81
SWMEA SELECTMEN WEIGHTS & MEASURES	4,150.01			-	4,150.01
2700 RECEIPTS RESERVED APPROP	1,563,073.87	-	15,546.87	68,740.48	1,140,843.89
AF53E DETAIL ADMINISTRATION FEES	10,180.93		11,320.22	6,600.00	14,901.15
BF53E BUILDING FEES 53E 1/2	1,116,834.76		270,958.00	70,337.92	1,317,454.84
BH53E BOH FEES 53E1/2	-				-
BH53G BOH CONSULTANTS 53G	5,494.57		38,333.78	25,746.30	18,082.05
CC53E CONS COMM FEES 53E1/2	73,413.49		63,837.25	59,605.44	77,645.30
CC53G CONS COMM 53G	2,972.50			-	2,972.50
CE53G CONS COMM EMERALD 53G	255.62			-	255.62
CO53E COMEY CHAPEL FEES	50.00			-	50.00
CR53I CELEBRATIONS REVOLVING 5	2,994.79			-	2,994.79
EM53E EMERG MED SVCS FEES 53E1	14,136.00		-	-	14,136.00
FCL20 FAC INS REIMB UNDER \$20K	16,746.67		-	-	16,746.67
FF53E FINGERPRINTING 53E 1/2	70.00		210.00	-	280.00
FH53E FIRE HAZMAT FEES 53E1/2	-		15,543.08	15,543.08	-
FLT20 FIRE INS REIMB UNDER \$20	-			-	-
HLT20 HWY INS REIMB UNDER \$150K	-			-	-
HW53E HWY FEES 53E1/2	1,915.54		7,200.00	7,567.47	1,548.07
HW53G HIGHWAY CONSULTANTS 53G	78,004.12			42,210.00	35,794.12
LB53E LIB LOST MAT FINES 53E1/	1,704.34		5,564.62	6,940.11	328.85
LLT20 LIB INS REIMB UNDER \$20K	71.73			-	71.73
LUT20 LAND USE INS REIMB UNDER	654.54			-	654.54
OSPRF OPEN SPACE PRES FD REV F	-				-
PB53E PLANNING BOARD FEES 53E1	6,606.85				6,606.85
PB53G PLANNING BOARD CONS 53G	211,469.69		162,891.38	159,265.07	215,096.00
PF53E POLICE FEES 53E 1/2	-		13,360.88	-	13,360.88

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PG53E PLUMBING GAS FEES 53E1/2	182,037.72	67,223.00	48,355.43	200,905.29
PLT20 PD INS REIMB UNDER \$20K	2,169.92	-	-	2,169.92
RF53E RECYCLING FEES 53E1/2	146.00	4,150.00	2,195.00	2,101.00
RR53D RECREATION REVOLVING	-	-	-	-
SC53E SENIOR CENTER PROGRAMS	31,560.44	-	-	31,560.44
SCL20 SENIOR CENTER INS REIMB UNDER \$150K	2,987.99	-	-	2,987.99
SRFD SENIOR DISABLED REV FD	31,546.61	13,364.00	15,575.00	29,335.61
SLT20 SEL INS REIMB UNDER \$20K	11,567.44	-	-	11,567.44
SWL20 SEWER INS REIMB UNDER \$2	-	-	-	-
WC53E WCD TRASH BAG FEES 53E1/	8,451.00	11,500.00	1,348.62	18,602.38
WF53E WIRING FEES 53E1/2	166,888.28	92,564.00	56,643.44	202,808.84
ZB53E ZONING BOA FEES 53E1/2	-	4,450.00	470.20	3,979.80
ZB53G ZONING BOA CONSULTANTS 5	16,959.61	-	-	16,959.61
2800 REVOLVING FUNDS	1,997,891.15	782,470.21	518,403.08	2,261,958.28
AClub ATHLETIC CLUB REVOLVING	-	-	-	-
ADED ADULT EDUCATION REVOLVING	476.52	-	476.52	-
ATHLE ATHLETIC REVOLVING HS	166,390.16	182,123.75	28,236.00	320,277.91
BLDG BUILDING USE REVOLVING	268,678.72	143,250.00	72,687.81	339,240.91
BUS BUS FEES REVOLVING	382,486.30	254,298.60	113.72	636,671.18
CBS CIRCUIT BREAKER SPED REVOL	523,505.88	560,890.00	71,107.92	560,889.96
DRAHS DRAMA REVOLVING HS	21,421.23	8,212.00	4,654.71	24,978.52
DRAMS DRAMA REVOLVING MS	17,853.87	6,327.65	4,546.04	19,635.48
LBCTR LOST BOOKS REVOLVING CTR	1,397.74	76.00	927.77	545.97
LBELM LOST BOOKS REVOLVING ELM	2,009.06	376.93	-	2,385.99
LBHOP LOST BOOKS REVOLVING HOP	2,662.38	69.74	-	2,732.12
LBHS LOST BOOKS REVOLVING HS	5,509.37	340.00	466.70	5,382.67
LBMS LOST BOOKS REVOLVINGMS	1,899.72	588.00	151.20	2,336.52
LT53E LAPTOP INIT 53E1/2 HS	269,294.50	257,338.28	293,578.20	233,054.58
PKHS PARKING REVOLVING HS	101,079.57	24,248.50	521.89	124,806.18
SCHO SCHOOL CHOICE REVOLVING	-	-	-	-
SLT20 SEL INS REIMB UNDER \$20K	(119.54)	25,488.82	24,043.00	1,326.28
TINTL TUITION INT STUD REVOLVI	474,373.25	98,116.00	104,002.50	468,486.75
TPREK TUITION PRE K REVOLVING	162,059.24	135,404.46	7,254.73	290,208.97
TURF HIGH SCHOOL TURF FIELD USE	12,065.15	22,535.00	3,515.32	31,084.83
2850 REVOLVING FUNDS EDUCATION	2,413,043.12	1,719,683.73	616,284.03	3,064,044.82
ACEGA ASSESSORS COMP EQUIP GA	1,210.62	-	-	1,210.62
APGA AUXILIARY POLICE GA	3,780.00	-	-	3,780.00

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AYFGA HOPKINTON AYP FOOTBALL GIFT	3,639.73				3,639.73
BAAGA BAA FUNDS GA	18,258.25			14,833.61	3,424.64
BEDGA BOSTON EDISON GA	760.00				760.00
CKDGA COOKIE KUM LIM DOUGH GA	3,610.00				3,610.00
CMPGA HOME COMPOSTING BINS GA	1,135.00				1,135.00
CPCGA COMMUNITY PRESERVATION C	870.10				870.10
CPIGA COMCAST PEG/INET GA	10,717.00				10,717.00
CTIF COMM TRANSPORTATION IMPROVEMENTS	2,200.90	2,050.70		1,365.55	2,886.05
DPRGA DARE PROGRAM GA	6,385.84				6,385.84
EDAGA ENERGY DESIGN ASSISTANCE	12,992.50			845.42	12,147.08
EDTGA EDUCATION AND TRAINING G	147.00				147.00
EMCGA EMC CORP GA	2,335.00				2,335.00
EMRGA EMC WEST MAIN ST RAMP GA	14,555.49				14,555.49
EMSGA EMS GIFT ACCOUNT	8,624.93				8,624.93
FDGA FRIENDS DEPOT GIFT ACCOUN	4,614.88	1,370.00		1,181.50	4,614.88
FDRGA FIRE DEPT RADIOS GA	327.00				327.00
FFGA FRIENDS FOUNTAIN GIFT ACC	5,000.00				5,000.00
FOCGA FRIENDS OF COMMON GA	13,613.30			3,000.00	10,613.30
FSDGA FARM SITE DISTANCE GA	2,500.00				2,500.00
GBSGA GEORGE V BROWN SCULPT GA	3,939.00				3,939.00
HCA5 HOST COMMUNITY AGREEMENT	1,500,000.00				1,500,000.00
HCAIR HOST COMM AGREEMENT	-	13,190.00			13,190.00
HCBGA HEAD OF CHARLES BAL GA	92.92				92.92
HCCGA HOPKINTON CHAMBER COMM G	125.00				125.00
HCEGA HOPKINTON COMM ENDOWM GA	80.00				80.00
HCTGA HIST COMM TREASURES GA	555.92				555.92
HFDGA HIGGINS FARM DETENTION G	3,000.00				3,000.00
HLMGA HOPKINTON LIB MOMS CLUB	1,097.58				1,097.58
HMGGA HOPKINTON MARATHON GA	3,900.00			558.92	3,900.00
HPLF HOPKINTON LIBRARY FOUNDATION	436,781.00	119,438.00		(436,606.00)	119,613.00
HYCGA HOPKINTON YOUTH COMM GA	90.70				90.70
IGGA INEZ E GLOMBAN FUND	24.06	115.00		86.83	52.23
JPMGA JOE PRATT MEMORIAL GA	560.00				560.00
K9GA K-9 GIFT ACCOUNT	642.08	500.00		(2,283.69)	1,142.08
K9SFG K-9 PROGRAM STANTON FOUNDATION	3,496.25				5,779.94
LBFGA LIBRARY BUILDING FUND GA	141.00				141.00
LGA LIBRARY GA	9,209.18	1,350.00		2,910.29	7,648.89
MEWS HOPKINTON MEWS	929,369.60				929,369.60
MHGA METROWEST HEALTH GRANT	2,893.41	9,341.00		6,572.80	5,661.61

Town of Hopkinton
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MSBFG MIDDLESEX SAVINGS - FIRE	-	10,000.00		10,000.00
MSBPG MIDDLESEX SAVINGS - POLICE	-	10,000.00		10,000.00
MWFGA METROWEST FOUNDATION GRT	67.62		955.18	112.44
MWHF METROWEST HEALTH FOUNDATN	2,374.79		1,328.90	1,045.89
OBFGA O'BRIEN FIRE GIFT	47,189.15			47,189.15
OBPGA O'BRIEN POLICE GIFT	12,420.15		305.74	12,114.41
OPSGA OFFICER PHIL SCH SAFETY	1,197.41		56.99	1,140.42
PALGA PAUL ANNUNZIATA LIBRARY	9,862.06			9,862.06
PC35K GA PELOQUIN UNRESTRICTED	34,212.69			34,212.69
PC4K GA PELOQUIN NUTRITION	1,892.75			1,892.75
PDRGA PELOQUIN DARE GA	3,780.61			3,780.61
PFGA PELOQUIN FIRE GA	7,982.75		1,815.00	6,167.75
PLGA PELOQUIN LIBRARY GA	15,000.00			15,000.00
POLGA POLICE DEPARTMENT GA	7,784.31			5,395.74
PPGA PELOQUIN POLICE GA	19,710.17		2,388.57	19,710.17
PRGA PARKS RECREATION GA EXP	8,225.00			8,225.00
RECH REC HOPKINTON DEVELOPER A	51,725.40	198.77		51,924.17
RECWM HOPKINTON LLC WEST MAIN STREET	93,968.00			93,968.00
RPGA ROAD PROJECT ACCOUNT	-			-
RPSGA R PHIPPS MEM SCHOLARS GA	426.67			426.67
SCEGA GA FRIENDS OF COA PROGRA	13,379.08	5,000.00	4,615.00	13,764.08
SCGA GA SENIOR CENTER	14,061.68	5,000.00		19,061.68
SFGA STANTON FOUNDATION DOG PARK	-			-
SHHCA SENIOR HOUSING	-	240,000.00		240,000.00
SWMGA SEALER WTS MEASURES GA	143.60			143.60
TFTGA TRACK FIELDS TRAFFIC GA	1,444.65			1,444.65
TGA TREE GA	1,050.00			1,050.00
TNHCA TRAIL NETWORK HCA	729,067.60			729,067.60
TRGA TREE REPLICATION GA	5,060.00			5,060.00
UJHCA UNDERGROUND UTILITIES HCA	750,000.00			750,000.00
VMGA VETERANS MEMORIAL GA	590.00			590.00
VPIGA VERIZON PEGINET GA	1,777.34			1,777.34
WDHGA WATER HYDRANT GA	432.00			432.00
WELGA WELLNESS GIFT ACCOUNT	5,000.00			5,000.00
WHOPB WHITE OAKS PB REL TOWN G	191.44			191.44
WPGA WETLANDS PROTECTION GA	10,000.00			10,000.00
2900 OTHER SPECIAL REVENUES FUND	4,863,292.16	-	418,354.70	4,804,703.02
			198.77	
			40,536.61	
				16,634.50
2920 COVID-19	-	22,401.00	5,766.50	

Town of Hopkinton
Revenue and Expenditure Report for all Special Revenue Funds
June 30, 2020

2930 COVID-19 CARES									
COGA CENTRAL OFFICE GA	84,444.68	-	52,419.00						(12,014.65)
CTRGA CENTER SCHOOL GA	17,641.68			10,100.00					94,544.68
ELMGA ELMWOOD SCHOOL GA	10,105.66			2,442.59					9,286.72
HEGGA HOPKINTON EDUC FOUND GA	-			2,294.26					6,743.95
HMAGA HOPKINTON MUSIC ASSOC GA	-								-
HOPGA HOPKINS SCHOOL GA	53,099.02			27,914.00					-
HSGA HIGH SCHOOL GA	38,193.79			2,000.00					44,318.46
MSGA MIDDLE SCHOOL GA	42,043.18			2,341.80					29,087.91
PTAGA HOPKINTON PTA GA	56.61			-					33,603.15
2950 OTHER SPEC REV EDUCATION	245,584.62	-	-	47,092.65	-	75,035.79	-	217,641.48	
SEPTIC LOAN PROGRAM	143,632.04			82,195.94		25,730.00			200,097.98
UNDESIGNATED FUND BALANCE	307,690.34			25,448.53				(74,063.00)	259,075.87
2990 TITLE V SEPTIC LOAN PROG	451,322.38	-	-	107,644.47	-	25,730.00	(74,063.00)	459,173.85	

**Town of Hopkinton
Cash Receipts
June 30, 2020**

Revenue Source Description	Collected	Revenue Source Description	Collected
MISCELLANEOUS PERMITS	5.00	MISCELLANEOUS STATE REVENUE	2,036.53
BUILDING INSPECTION FEES	428,470.26	VETERANS INTO LAW ENFORCEMENT	4,115.29
MISCELLANEOUS DEPT FEES	25.00	PSAP TRAINING GRANT REV	987.36
SEALER WEIGHTS & MEASURES FEES	8,193.00	EARMARK FY20	125,000.00
GRAVE OPENINGS	31,515.00	EMERGENCY PLANNING SG REV	-
MISCELLANEOUS DEPT FEES	59,966.09	MISCELLANEOUS STATE REVENUE	2,848.00
LIBRARY DEPT FEES	1,692.00	STUDENT AWARENESS FIRE SG REV	3,965.00
TRANSFERS FROM SPEC REV FUNDS	1,035,669.00	SENIOR SAFE GRANT	2,348.00
TRANSFERS FROM ENTER FUNDS	689,588.64	WASHER EXTRACTOR SG	6,573.14
Total 1000 GENERAL FUND	88,048,211.56	WEIGHTS AND MEASURES SG REV	100.00
		TH IMPROVEMENTS MOTT SG	75,000.00
SCH LUNCH EARNINGS INVESTMENTS	1,798.67	EOEA FORMULA SG REV	23,196.00
Total 22613080 SCH LUNCH EARNINGS I	1,798.67	SEN CENTER FRIENDS WAGE & PROG	20,000.00
		MENTAL HEALTH & SUBST ABUSE SG	25,000.00
SCHOOL LUNCH PROG FED THR ST	118,259.12	SUBSTANCE ABUSE SG FY20	75,000.00
SCHOOL LUNCH STUDENT FEES	657,273.11	STATE AID TO LIBRARIES SG REV	19,311.18
Total 2200 SCHOOL LUNCH REVOLVING F	777,330.90	CULTURAL COUNCIL SG REV	6,300.00
		Total 2600 STATE GRANTS FUND	422,383.58
PROPERTY TAXES CPA 2019	5,896.47		
PROPERTY TAXES CPA 2020	1,152,277.53	2014 MS METROWEST REV	-
PROPERTY TAXES CPA 2021	-	Total 26500590 MS METROWEST REG	-
TAX LIENS REDEEMED	3,200.96	FY 20 SAFER SCHOOLS REVENUE	49,000.00
PENALTIES INT PROP TAXES CPA	892.17	2020 MASS MARK PART REV	100,000.00
PENALTIES INTEREST TAX LIENS	661.10	Total 2650 STATE EDUCATION GRANT	149,000.00
COMMUNITY PRES REV STATE SHARE	262,876.00		
EARNINGS ON INVESTMENTS	11,852.17	TREAS REC RES APP REV	40,536.91
Total 2400 COMMUNITY PRESERVATION F	1,437,656.40	CC WETLANDS REC RES APPROP REV	11,975.00
		AMBULANCE REC RES APPROP REV	577,655.94
SAFER GRANT FEDERAL REV	9,196.44	CARES STIMULUS RELIEF	15,546.87
Total 2500 FEDERAL GRANTS FUND	9,196.44	SCH LEGACY-REC RESERVED-REV	831,300.00
		HWY INS REIMB OVER \$20K REV	21,095.78
2017 SP EARLY CHILDHOOD REV	-	SALE OF CEMETERY LOTS REV	4,700.00
2020 SP EARLY CHILDHOOD REV	22,130.00	TRANSFERS FROM SPEC REV FUNDS	-
2017 94-142 TRANSITION REVENUE	-	Total 2700 RECEIPTS RESERVED APPR	1,502,810.50
2017 SP IDEA REVENUE	-		
2019 SP IDEA REVENUE	10,000.00	SENIOR/DISABLED REV FD REV	13,364.00
2020 SP IDEA REVENUE	614,380.00	0 DOWNEY PLACE	450.00
2017 SP PROGRAM IMP REVENUE	-	0 LUMBER STREET	300.00
2020 EARLY GRADE LIT REVENUE	11,070.00	0 SPRING STREET	300.00
2020 STEAMMATE REVENUE	130,000.00	0 WOOD STREET (BORREGO)	11,000.00
2020 TITLE I REVENUE	30,095.00	132 CLINTON STREET	450.00
2020 TITLE II REVENUE	28,410.00	132 LUMBER STREET	300.00
2020 TITLE III REVENUE	17,600.00	158 HAYDEN ROWE	300.00
2020 TITLE IV REVENUE	10,000.00	16 DOWNEY STREET	450.00
2020 CTE PARTNERSHIP REV	15,000.00	17 WEST ELM STREET	300.00
2020 CTP PLANNING REVENUE	13,264.00	1 FOXHOLLOW ROAD	300.00
Total 2550 FEDERAL EDUCATION GRANTS	901,949.00	1 OAKHURST ROAD	450.00
		20 SADDLE HILL ROAD	450.00
MA PRESERVATION PROJECT SG REV	-	22 SADDLE HILL ROAD	450.00
ELECTION EXTRA HRS SG REV	1,603.08	23 WOODY ISLAND ROAD	300.00
MA VULNERABILITY PREPAREDNESS	29,000.00	27 LUMBER STREET	2,040.00

**Town of Hopkinton
Cash Receipts
June 30, 2020**

Revenue Source Description	Collected	Revenue Source Description	Collected
3 FOXHOLLOW ROAD	300.00	LOST BOOKS CTR REV	76.00
3 OAKHURST ROAD	450.00	LOST BOOKS ELM REV	376.93
47 & 49 STONEYBROOK ROAD	300.00	LOST BOOKS HOP REV	69.74
47 STONEY BROOK ROAD	450.00	DRAMA REVOLVING MS REV	6,327.65
49 STONEY BROOK ROAD	450.00	LOST BOOKS MS REV	588.00
54 LAKE SHORE DRIVE	300.00	DRAMA REVOLVING HS REV	8,212.00
5 WEST ELM	450.00	PARKING REVOLVING HS REV	24,248.50
60 PINE ISLAND ROAD	450.00	LAPTOP INIT 53E1/2 HS REV	257,338.28
66BFR	300.00	LOST BOOKS HS REV	340.00
6 CLINTON STREET	378.75	ATHLETIC REVOLVING HS REV	182,123.75
6 LEON'S WAY	450.00	TURF FIELD REVENUE	22,535.00
6 TIFFANY TRAIL	382.50	TUITION INT STUD REV	98,116.00
70 SPRING	450.00	TUITION PRE K REV	135,404.46
71 FRANKLAND ROAD	3,800.00	BUS FEES REV	254,298.60
97 SOUTH STREET	3,500.00	BUILDING USE REV	143,250.00
CONS COMM FEES 53E1/2 REV	32,836.00	SCH INS REIMB UNDER \$20K REV	25,488.82
ELMWOOD PARK III	300.00	CIRCUIT BREAKER SPED REV	560,890.00
WEEDS	450.00	Total 2850 REVOLVING FUNDS EDUC/	1,719,683.73
0 WOOD STREET (BORREGO)	7,900.00		
25 & 35 MAIN STREET	7,950.00	COMM TRANSP INFRASTRUCTURE	2,050.70
47 & 49 STONEY BROOK ROAD	2,950.00	BAA FUNDS GA REV	-
57 HAYDEN ROWE/CHESMORE	5,950.00	HOST COMM AGREE IMPACT REVIEW	13,190.00
71 FRANKLAND ROAD	7,650.00	HOPK PUBLIC LIBRARY FOUNDATION	119,438.00
90 HAYDEN ROWE	3,500.00	SENIOR HOUSING MITIGATION HCA	240,000.00
ELMWOOD III	3,200.00	K9 POLICE GIFT ACCOUNT	500.00
HOPKINTON ASHLAND TRANSER LINE	4,950.00	MIDDLESEX SAV BANK POLICE GA	10,000.00
HIGHLAND PARK IV	450.00	POLICE DEPARTMENT GA REV	-
HOPKINTON TENNIS CLUB	3,450.00	MIDDLESEX SAV BANK FIRE GA	10,000.00
LEGACY FARMS MASTER PLAN SP	4,400.00	O'BRIEN FIRE GIFT	-
LEGACY FARM PULTE NW VILLAGES	70,000.00	Total 2902313 EMS GIFT ACCOUNTS R	1,370.00
OFF LEONARD STREET	1,000.00	EARNINGS ON INVESTMENTS	198.77
PLANNING BOARD CONS 53G REV	5,191.38	REC HOPKINTON DEVELOPER ACCT	-
THE TRAILS AT LEGACY FARMS	32,500.00	METROWEST HEALTH GRANT	9,341.00
WHISPER RIDGE	1,850.00	METROWEST FOUNDATION GRANT	1,000.00
ZONING BOA FEES 53E1/2 REV	4,450.00	SENIOR CTR EXERCISE PRG GA REV	5,000.00
DETAIL ADMIN FEES 53E1/2	11,320.22	SENIOR CENTER GA REV	5,000.00
FINGERPRINTING FUND 53E	210.00	INEZ E GLOBMAN FUND GA	115.00
POLICE FEES 53E 1/2 REV	13,360.88	LIBRARY GA REV	1,350.00
FIRE HAZMAT FEES 53E1/2 REV	15,543.08	Total 2900 OTHER SPECIAL REVENUES	418,553.47
FIRE INS REIMB UNDER \$20K REV	-		
EMERG MED SVCS FEES 53E1/2 REV	-	MHOA COVID-19	12,401.00
BUILDING FEES 53E 1/2 REV	270,958.00	MWHF COVID-19	10,000.00
PLUMBING GAS FEES 53E1/2 REV	67,223.00	Total 2920 COVID 19	22,401.00
WIRING FEES 53E1/2 REV	92,564.00		
FAC INS REIMB UNDER \$150K REV	-	COVID-19 CARES CvRF FED REV	52,419.00
HWY FEES 53E1/2 ROAD PMT REV	7,200.00	Total 2930 COVID-19 CARES CvRF	52,419.00
WCD TRASH BAG FEES 53E1/2 REV	11,500.00		
RECYCLING FEES 53E1/2 REV	4,150.00	CENTER SCHOOL GA REV	2,442.59
SEN CTR PROGRAMS FEES 53E1/2	38,333.78	ELMWOOD SCHOOL GA REV	2,294.26
LIB LOST MAT FINES 53E1/2 REV	5,564.62	HOPKINS SCHOOL GA REV	27,914.00
Total 2800 REVOLVING FUNDS	782,470.21	MIDDLE SCHOOL GA REV	2,341.80

**Town of Hopkinton
Cash Receipts
June 30, 2020**

Revenue Source Description	Collected	Revenue Source Description	Collected
HIGH SCHOOL GA REV	2,000.00	PROCEEDS FROM SALE OF BONDS	165,000.00
CENTRAL OFFICE GA REV	10,100.00	Total 4023 TECHNOLOGY UPGRADES	165,000.00
Total 2950 OTHER SPEC REV EDUCATION	47,092.65		
		PROCEEDS FROM SALE OF BONDS	148,500.00
TAX LIENS REDEEMED	15,080.21	Total 4024 FACILITIES IMPROVEMENT	148,500.00
PENALTIES INTEREST TAX LIENS	3,192.59		
PENALTIES INT UTILITY USAGE	134.85	BOND PROCEEDS A2819	200,000.00
COMMITTED INTEREST TITLE V	7,040.88	Total 4026 SECURITY CAMERAS SCHO	200,000.00
TITLE V LOAN PROGRAM REVENUE	82,195.94		
Total 2990 TITLE V SEPTIC LOAN PROG	107,644.47	BOND PROCEEDS S0319	4,500,000.00
		Total 4027 HIGH SCHOOL EXPANSION	4,500,000.00
TRANSFERS FROM GENERAL FUND	640,921.56		
Total 3002 TPAYGO	640,921.56	BOND PROCEEDS S0419	2,000,000.00
		Total 4028 ELMWOOD MODULAR CL	2,000,000.00
PROCEEDS SALE OF BONDS 1514	659,000.00		
Total 3034 LIBRARY CONSTRUCTION A15	659,000.00	BOND PROCEEDS S0519	3,000,000.00
		Total 4029 HOPKINS MODULAR CLAS	3,000,000.00
PROCEEDS FROM SALE OF BONDS	850,000.00		
Total 3052 MAIN ST CORRIDOR PROJECT	850,000.00	TRF FROM SCHOOL STABILIZATION	500,000.00
		Total 4900 SCHOOL HCA MITIGATION	500,000.00
PROCEEDS SALE OF BONDS A2019	100,000.00		
Total 3053 BUCKET TRUCK A2019	100,000.00	PROCEEDS FROM SALE OF BONDS	85,000.00
		Total 5010 SEWER WASTEWATER MG	85,000.00
PROCEEDS SALE OF BONDS A2119	177,000.00		
Total 3054 MUNICIPAL TRACTOR A2119	177,000.00	PROCEEDS SALE OF BONDS 2016	1,278,000.00
		Total 5403 GROVE ST WATER TANK R	1,278,000.00
BOND PROCEEDS A2619	375,000.00		
Total 3056 PUBLIC SAFETY SOFTWARE A	375,000.00	TRANSFERS FROM ENTER FUNDS	115,000.00
		Total 5408 WATER PAYGO	115,000.00
PROCEEDS FROM SALE OF BONDS	520,000.00		
Total 3057 TOWN HALL PARKING A51A19	520,000.00	PROCEEDS FROM SALE OF BONDS	700,000.00
		Total 5422 H ROWE WATER MAIN REI	700,000.00
PUBLIC WKS PROJ GRANT REIMB	643,095.00		
Total 3900 HIGHWAY IMPROVEMENTS FUN	643,095.00	PROCEEDS FROM SALE OF BONDS	620,000.00
		Total 5423 CEDAR ST WATER MAIN R	620,000.00
MSBA GRANT REVENUE	-		
Total 40010003 CAPITAL PROJ SCHOOL	-	TAX LIENS REDEEMED	9,222.66
Total 4001 NEW SCHOOL A01155	-	PENALTIES INTEREST TAX LIENS	2,398.02
TRANSFERS FROM GENERAL FUND	775,200.00	PENALTIES INT UTILITY USAGE	5,436.44
Total 40089809 INTERFUND TRANSFERS	775,200.00	UTILITY USAGE CHARGES SEWER	1,739,263.70
Total 4008 SPAYGO	775,200.00	UTILITY USAGE ADDED TO TAXES	39,239.13
		CONNECTION FEES	8,525.00
PROCEEDS FROM SALE OF BONDS	73,000.00	SPECIAL ASSES PHASE 2	180.00
Total 4009 MIDD SCH AUD UPGRDS A241	73,000.00	SPECIAL ASSESS PHASE 5	43,239.01
		SPECIAL ASSESS PHASE 6	601,503.39
CAMPUS MASTER PLAN A2118	400,000.00	COMMITTED INTEREST PHASE 2	63.00
SCHOOL BUS PARKING LOT-BONDS	300,000.00	COMMITTED INTEREST PHASE 6	204,938.44
Total 4021 SCHOOL BUS PARKING-CAMPU	700,000.00	Total 6000 SEWER ENTERPRISE FUND	2,654,008.79
BOND PROCEEDS TURF FIELD A2218	2,525,418.00	TAX LIENS REDEEMED	3,878.59
Total 4022 TURF FIELD PROJECT A2218	2,525,418.00	PENALTIES INTEREST TAX LIENS	1,146.62

**Town of Hopkinton
Cash Receipts
June 30, 2020**

Revenue Source Description	Collected	Revenue Source Description	Collected
PENALTIES & INTEREST UTILITY U	4,083.96	Total 8600 CONSERVATION FUND	100.56
UTILITY USAGE CHARGES WATER	1,904,374.11		
UTILITY USAGE ADDED TO TAXES	21,671.71	OPEB TRUST FUND EARNINGS INV	87,546.63
HYDRANT RENTAL	297,856.00	TRANSFERS FROM GENERAL FUND	400,000.00
CONNECTION FEES	482,253.00	Total 8700 OPEB TRUST FUND	487,546.63
MISCELLANEOUS UTILITY FEES	11,440.58		
Total 6100 WATER ENTERPRISE FUND	2,726,704.57	STUDENT ACT ELM REVENUE	7,263.92
		STUDENT ACT HOP REVENUE	4,572.04
FIELD USAGE CHARGES	(75,366.25)	STUDENT ACT HS REVENUE	216,774.27
FRUIT ST USAGE CHARGES	114,150.00	STUDENT ACT MS REVENUE	105,961.26
PROGRAM CHARGES	211,422.90	Total 8800 STUDENT ACTIVITIES FUNI	334,571.49
BOAT PERMITS	450.00		
BEACH PERMITS	6,273.00		
EARNINGS ON INVESTMENTS	3,177.69		
TRANSFERS FROM GENERAL FUND	148,981.00		
Total 6200 PARKS & RECREATION ENT F	409,088.34		
PEG ACCESS REVENUE	255,293.98		
Total 6300 PEG ACCESS ENTERPRISE FU	255,293.98		
CEM PERPETUAL CARE NT REV	9,320.00		
Total 8100 NON EXPENDABLE TRUSTS FU	9,320.00		
AFFORDABLE HOUSING PAYMENTS	20,163.04		
AFFORDABLE HOUSING ET REV	2,776.66		
H CARVER MEM OFF PHIL ET REV	17.31		
LAW ENFORCEMENT ET REV	21,113.40		
DICKERMAN SCHOLARSHIP ET REV	6.04		
LEO TOUZJIAN SCHOLARS ET REV	3.26		
MARY ROCHE RECOGNITION ET REV	30.06		
WHITE SCHOLARSHIP ET REV	29.78		
COMEY MEMORIAL CHAPEL ET REV	25.80		
CEMETERY PERPETUAL CARE ET REV	1,496.73		
B MCGOVERN LIBRARY ET REV	7,789.49		
SARAH B CROOKS ET REV	7,287.02		
CHARLES CLAFLIN COMMON ET REV	57.71		
CHAS MARY HOLMAN COMMON ET REV	34.00		
HISTORICAL ET REV	29.59		
Total 8200 EXPENDABLE TRUSTS FUND	60,859.89		
STABILIZATION FUND EARN INV	47,133.68		
TRANSFERS FROM GENERAL FUND	208,000.00		
Total 8300 STABILIZATION FUND	255,133.68		
CAP STABILIZATION FD EARN INV	724.64		
Total 8400 CAPITAL STABILIZATION FU	724.64		
TRANSFERS FROM SPEC REV FUNDS	1,331,300.00		
Total 8500 SCHOOL STABILIZATION FUN	1,331,300.00		
CONSERVATION FUND EARNINGS INV	100.56		

*Massachusetts Department of Revenue, Division of Local Services
Bureau of Accounts ~ Automated Statement of Indebtedness*

City/Town/District of : HOPKINTON FY2020

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Buildings	23,662,000.00	627,000.00	1,515,000.00	22,774,000.00	883,043.75
Departmental Equipment	682,666.67	599,000.00	457,666.67	824,000.00	26,893.34
School Buildings	31,753,000.00	9,125,000.00	3,133,000.00	37,745,000.00	1,122,542.50
School - All Other	231,000.00	3,314,000.00	141,000.00	3,404,000.00	9,660.00
Sewer	8,571,533.90	80,000.00	997,510.41	7,654,023.49	195,662.32
Solid Waste				0.00	
	9,077,600.00	1,285,000.00	993,400.00	9,369,200.00	272,511.00
SUB - TOTAL Inside	\$73,977,800.57	\$15,030,000.00	\$7,237,577.08	\$81,770,223.49	\$2,510,312.91

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Airport				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings				0.00	
Sewer				0.00	
Solid Waste				0.00	
Water	4,758,280.67	2,470,000.00	521,264.66	6,707,016.01	163,076.22
Other Outside	617,222.00	0.00	74,063.00	543,159.00	0.00
SUB - TOTAL Outside	\$5,375,502.67	\$2,470,000.00	\$595,327.66	\$7,250,175.01	\$163,076.22
TOTAL Long Term Debt	\$79,353,303.24	\$17,500,000.00	\$7,832,904.74	\$89,020,398.50	\$2,673,389.13

Public Finance Section
(Revised July 2006)

Town of Hopkinton
Revenue and Expenditure Report for All Trust Funds
June 30, 2020

ACCOUNT DESCRIPTION	CARRY OVER	RECEIPTS	INTEREST	EXPENDED	TRANSFERS IN/(OUT)	BALANCE
BMLNT B MCGOVERN LIBRARY NT	1,155,012.67					1,155,012.67
CCCNT CHARLES CLAFLIN COMMON N	1,000.00					1,000.00
CMCNT COMEY MEM CHAPEL NT	2,100.00					2,100.00
CMHNT CHAS MARY HOLMAN COMMON	1,500.00					1,500.00
CPCNT CEM PERPETUAL CARE NT	230,737.50	9,320.00				240,057.50
HNT HISTORICAL NT	2,000.00					2,000.00
MARNT MARY A ROCHE RECOG NT	5,000.00					5,000.00
8100 NON EXPENDABLE TRUSTS FUND	1,397,350.17	9,320.00	-	-	-	1,406,670.17
AHET AFFORDABLE HOUSING ET	722,190.05	20,163.04	2,776.66			745,129.75
AMDET ANNE M DAVIN ET	3.57					3.57
BMLET B MCGOVERN LIBRARY ET	601,177.26		7,789.49	56,887.69		552,079.06
CCOCT CHARLES CLAFLIN COMMON E	9,925.84		57.71			9,983.55
CMCET COMEY MEMORIAL CHAPEL ET	2,833.16		25.80			2,858.96
CMHET CHAS MARY HOLMAN COMMON	3,669.61		34.00			3,703.61
COPET H CARVER MEM OFF PHIL ET	6,517.83		17.31			6,535.14
CPCET CEMETERY PERPETUAL CARE	22,369.51		1,496.73			23,866.24
CSET CONGALVES SCHOLARSHIP ET	1,998.94					1,998.94
DSET DICKERMAN SCHOLARSHIP ET	1,234.62		6.04			1,240.66
HET HISTORICAL ET	8,732.38		29.59			8,761.97
LEET LAW ENFORCEMENT ET	31,694.28		21,113.40	1,123.65		51,684.03
LTSET LEO TOUZJIAN SCHOLARS ET	1,179.75		3.26			1,183.01
MARET MARY ROCHE RECOGNITION E	451.42		30.06			481.48
SBCET SARAH B CROOKS ET	43,949.51		7,287.02			51,236.53
TGBET TGB SCHOLARSHIP ET	11.46					11.46
UNLET UNALLOCATED TRUST VARIANCE	1,656.84					1,656.84
WSET WHITE SCHOLARSHIP ET	4,577.07		29.78	500.00		4,106.85
8200 EXPENDABLE TRUSTS FUND	1,464,173.10	20,163.04	40,696.85	58,511.34	-	1,466,521.65
STAB STABILIZATION FUND	3,495,451.84		47,133.68		208,000.00	3,750,585.52

Town of Hopkinton						
Revenue and Expenditure Report for All Trust Funds						
June 30, 2020						
8300 STABILIZATION FUND	3,495,451.84	-	47,133.68	-	208,000.00	3,750,585.52
CAPST CAP STABILIZATION FD	324,417.65		724.64			325,142.29
8400 CAPITAL STABILIZATION FUND	324,417.65	-	724.64	-		325,142.29
SCHOOL STABILIZATION FD	-	1,331,300.00			(500,000.00)	831,300.00
8500 SCHOOL STABILIZATION FUND	-	1,331,300.00	-	-	(500,000.00)	831,300.00
CONS CONSERVATION FUND	18,429.42		100.56			18,529.98
8600 CONSERVATION FUND	18,429.42	-	100.56	-	-	18,529.98
OPEB OPEB TRUST FUND	2,530,307.52		87,546.63		400,000.00	3,017,854.15
8700 OPEB TRUST FUND	2,530,307.52	-	87,546.63	-	400,000.00	3,017,854.15

FIRE DEPARTMENT AND EMERGENCY MANAGEMENT

To the Select Board, the Town Manager and the community of Hopkinton. It is with the greatest appreciation for your support and utmost pride in our service to the community that I submit the 2020 annual report on the Hopkinton Fire Department.



Special thanks to Lieutenant Carl Harris for his 31 year of outstanding service with the Hopkinton Fire Department. I had the privilege of growing up and working with Carl as a Call Firefighter, Career Firefighter and moving through the ranks of the Hopkinton Fire Department with him. We all wish Carl a long and enjoyable retirement.



Mission:

To preserve life and property from fire, medical and other emergencies; through the rapid response of professionally trained personnel, effective code enforcement and quality community engagement.

Department Goals:

- Deliver quality service to our changing community in a safe, efficient and effective manner and at a reasonable cost.
- Improve delivery of an (ERF), which means an improvement in the number of emergency responses we successfully respond to with the minimum number of personnel required to address the mission.
- Focus on service delivery, employee development, community engagement, emergency management community preparedness and risk reduction.
- Prepare for the communities additional growth, change in diversity, the impact of the opioid epidemic, marijuana legalization and mental health and wellness.

Community Risk Assessment:

The identification and prioritization of risk followed by coordinated application of resources to minimize occurrence of unwanted events.

Protection of more than 4.5 billion dollars of resources including 4450 single family homes, 1293 condominiums, 122 two families, 18 three families, 18 apartment buildings, 639 other occupied structures for a total of 6640 housing units and over 18,200 residents.

The identified community risk factors in our assessment:

- 28 Square mile from one station
- New growth
- Change in demographics
- Highway access
- Open space access
- Water supply limitations
- Natural and man-made disasters
- Social and mental health and equity issues

Specific operational challenges include:

- Multiple incidents.
- Sufficient resources to high risk incidents: Examples
 - Structure Fires
 - Immediate danger to health and life (IDLH) incidents.
 - Extrications/rescues
 - Chimney fire/water rescues/brush fires
- Sufficient manpower resources for Target Hazard response: Examples
 - Assisted living (Golden Pond and Fairview Estates).
 - Schools/ Respite Center/ autistic housing.
 - LNG plant
 - 495 and Ma.Pike future limited access impact
- New Growth: Examples
 - Legacy Farms North
 - Legacy Farms North over 55
 - Golden Pond Expansion
 - Lumber Street
 - Elm Street/ Parkwood Drive
 - Chamberlain Street and Whalen Road
 - Whisper Way
 - General growth
 - Eversource LNG Plant expansion.



Effective Response Data: In 2020 we received 2204 requests for service resulting in 2047 requests for service receiving an effective response force (ERF) and 157 requests for service that receive below an (ERF). 157 is a drop from 330 inadequate responses to request for service in 2019. This is a significant improvement in service attributed to the addition of our 4 safer grant firefighters coming on line. The staffing improvement not only delivered the ERF results but it facilitated our ability to move personnel around in service and train.

Figure 4 and 5: Demonstrates the training, personnel and equipment required to flow water at a fire including the additional challenge of no fire hydrants.



Figure 5:



Accomplishments in Prevention, Public Education, and Community Risk Reduction (CRR):

- Inspections
- Plan Review
- Code Enforcement
- Public Fire Education
- Permits
- Continuing Education
- Customer Service
- Public Health
- Liaison with Other Agencies

Figure 6: Fire personnel in collaboration with the Board of Health during a flu vaccination clinic



Figure 6

What did we accomplish through these programs?

- 1106 Fire Prevention activities logged.
- FPO Healy applied for and managed our SAFE and Senior SAFE grant award funding. These funds allowed us to offer smoke alarms for our seniors.
- Continuing education by attending:
 - Fire Prevention Association of Massachusetts educational conference
 - Monthly education sessions offered by FPAM
 - Offerings from the National Fire Sprinkler Association and the New England Chapter of the Society of Fire Protection Engineers.
 - International Association of Fire Chiefs Community Safety, Emergency Planning and Outreach Grant Program.
- Both FPO's involved with the Massachusetts Residential Sprinkler Coalition with FPO Poirier being nominated the Vice Chair of the organization.
 - Diligent work in conjunction with the Town Clerk's office to ensure the accuracy of licensing and permitting of flammable and combustible liquids throughout the town.
- Weekly involvement with activities associated with the LNG facility.
- Continued efforts to educate businesses of the Hot Works requirements in Massachusetts to ensure the safety of those involved.
- Community Preparedness/Risk Reduction
 - Trained in CPR
 - Numerous Town Departments and private businesses

Figure 7: Board of Health Nurse Kasey Mauro administers a Flu vaccine during a local clinic at the Senior Center.



Figure 7



Figure 8

Figure 8: Fire Prevention Officer Tom Poirier's daughter Madeleine Poirier is working with Sparky to show all of our younger community how we move from upstairs to downstairs utilizing the fire pole.

Emergency response accomplishments: Mother Nature and COVID-19 tested us in 2020

Figure 9 & 10: Mother Nature reminded us of her power with two major storms that block roads and isolated areas of town for days.



Figure 11 &12: Station Two in Woodville is staffed:



COVID-19 precautions created an opportunity for us to solve for Firefighter safety and our response to the community of Woodville at the same time.

Figure 13: The Hopkinton Emergency Management Group working with our school nurses in the early stages of the COVID-19 response.



Figure 13

Other accomplishments of 2020

The last new hire from the Staffing for Adequate Fire & Emergency Response (SAFER) Grant awarded to us in 2019 is Firefighters Shayne Cook, who has successfully completed her Massachusetts Firefighting academy training in August of 2020 and the replacement of retired Firefighter Boo Clark was filled by Firefighter John Shea and replacement of retired fire Lieutenant Carl Harris was filled by Firefighter David Howard. They will all be assigned to the Massachusetts Firefighter training academy program this May.



Grants:

Ambulance Certified Public Expenditure program (CPE) reimbursement of \$17,570.50 was a \$3,000.00 increase from FY19 accomplished through efforts of Lieutenant Gary Daugherty Jr.

Student Awareness of Fire Education (S.A.F.E.) grant for \$3965.00. Senior SAFE grant for \$2348.00 again recognizing FPO Tim Healy in collaboration with Senior Center Director Amy

Emergency Management Performance Grant (EMPG) Competitive phase: \$ 5,000.00 to facilitate the update of our Comprehensive Emergency Management Plan (CEMP).

2019 Assistance to Firefighters Grant (AFG) of \$385,000.00 which was a regional application with Ashland for replacement portable radios. Amazing work from Deputy Chief Miller and Ben Sweeney to land this grant.

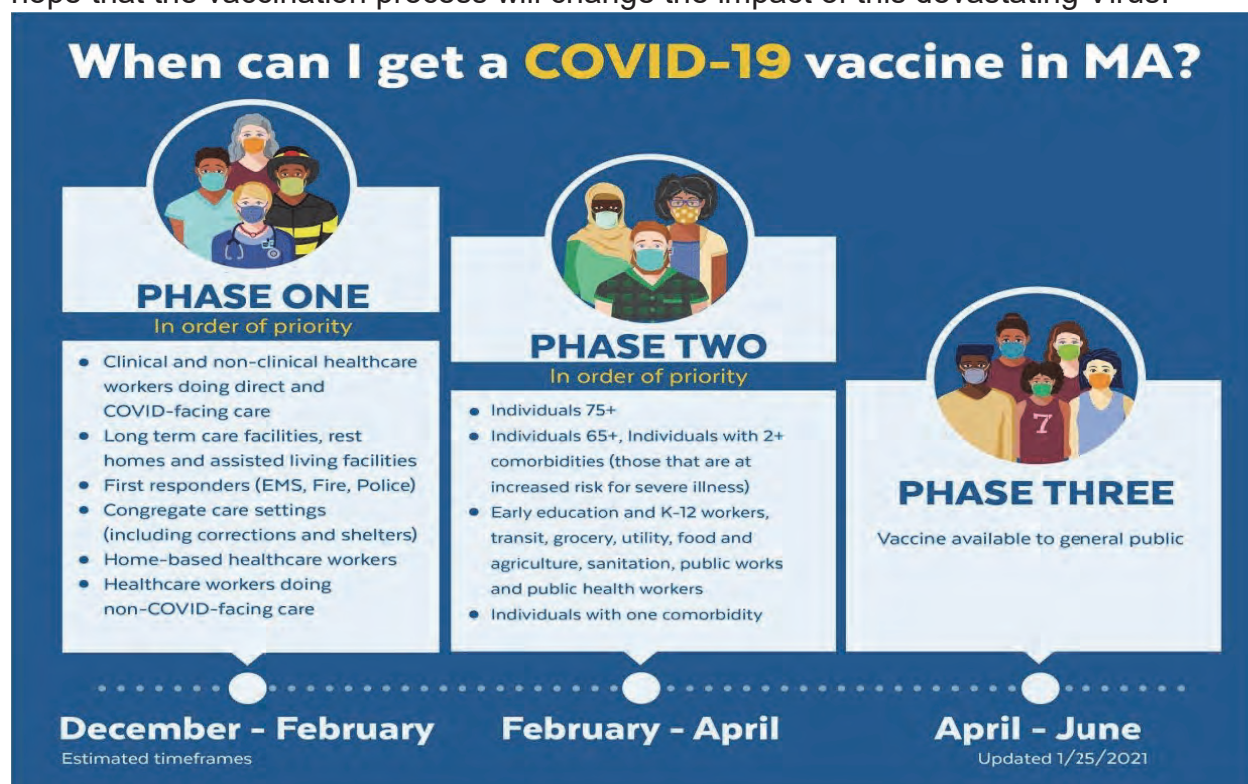
Figure 14: Firefighter Shayne Cook receives a special citation from Representative Dykema.



Firefighter Cook represents the sixth new Firefighter/Paramedic position on the force over the last five years bringing us to 31 Firefighters. The impact relative to requests for service and especially COVID-19, could not have been more effectively timed. Special thanks to Representative Dykema for her support to the Fire Service, our community, and our department.

Finally, the Hopkinton Emergency Management Group (HEMG) engaged in its most critical role to date. Hopkinton found itself face to face with the global pandemic COVID-19. Our "All-Hazards" training over the past four years has been put to the test like no other event. The responsibility for responding to emergency situations and disasters begins at the local level. Almost 1 year to date the realization of the pandemic became clear. Federal, State, and Local "State of Emergencies" were declared and as of this writing we are in the midst of the event. HEMG personnel have built an Incident Action Plan (IAP) that focused our Incident Management team on decision making based on information from agreed upon credible sources and acting/responding in a best practice system. Our priorities include supporting the Board of Health with an emphasis on the most vulnerable and delivering accurate information to the community. Our response to COVID prioritizes controlling spread through good hygiene, social distancing, and wearing a face mask. Finally (right now) we are receiving vaccines locally.. It is our

hope that the vaccination process will change the impact of this devastating Virus.



In closing, I would like to thank all of my personnel, the Board of Selectmen, the Town Manager, other Town Departments, Committees and especially the community of Hopkinton for your constant and continued support. The Hopkinton Fire Department stands ready to respond to the growing needs of the community at a moment's notice, and I am proud to have the opportunity to serve as your Fire Chief and Emergency Management Director.

Respectfully submitted,

Stephen T. Slaman
Fire Chief & Emergency Management Director

HOPKINTON FIRE DEPARTMENT CAREER FIREFIGHTERS

Stephen T. Slaman, Chief***

William Miller, Deputy Chief**

Mary Carver, Administrative Manager

Matthew Bailey, Lieutenant*

Gary Daugherty, Jr., Lieutenant***

Scott Jurasek, Lieutenant*

William Krauss, Lieutenant***

John Sheridan Lieutenant***

Robert Caron***

Josiah Campbell***

Francis Clark*

Richard Corcoran***

Shayne Cook***

John deRivera***

Paul Finneran***

James Frederick***

James Gosselin***

Patrick Gross*

Timothy Healy Fire Prevention Officer***

David Howard***

Maxwell Israeloff***

Sara Jordan***

John Krauss***

Rebecka Lapierre***

Douglas Lewis*

Kazimierz Piorkowski***

Thomas Poirier, Fire Prevention Officer***

Michael Prescott*

Patrick Rahill***

Allyson Rothenberg***

John Shea***

Daniel Smith***

Kyle Stark***

Denotes EMT Basic*, EMT Advanced **,
EMT Paramedic***

HOPKINTON FIRE DEPARTMENT CALL FIREFIGHTERS

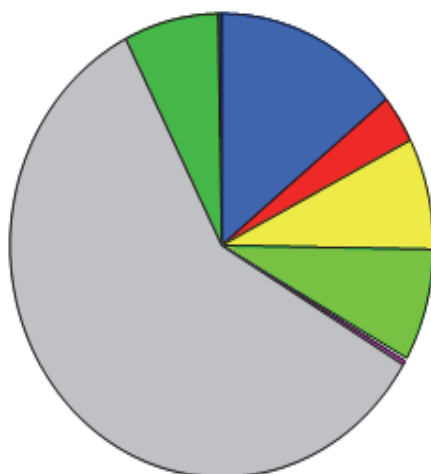
James Collins***

Nicholas Danahy

Michael Torosian

Hopkinton Fire Department
Incidents Primary Type Only
From Date:01/01/2020 to:12/31/2020

Primary Type Incidents



False Alarms & False Calls	14.2%
Fire	3.3%
Good Intent Calls	7.8%
Hazardous Conditions (No Fire)	7.3%
Other Type of Incidents	0.1%
Overpressure, Ruptures, Explosion, Overheat (no ensuing fire)	0.2%
Rescue & Emergency Medical Service	58.9%
Service Calls	7.3%
Severe Weather & Natural Disasters	0.3%
Total:	100.0%

<u>Incident Types:</u>	<u>Sub-totals</u>
Fire	73 Sub Total
Overpressure, Ruptures, Explosion, Overheat	4 Sub Total
Rescue & Emergency Medical Service	1,299 Sub Total
Hazardous Conditions (No Fire)	172 Sub Total
Service Calls	160 Sub Total
Good Intent Calls	172 Sub Total
False Alarms & False Calls	314 Sub Total
Severe Weather & Natural Disasters	7 Sub Total
<u>Other Type of Incidents</u>	<u>3 Sub Total</u>
Total Count of Incident Numbers for this Period:	2,204

GROWTH STUDY COMMITTEE

The Growth Study Committee is a sub-committee of the Planning Board, and as such is responsible to that body for direction and out-put.

We were formed by the Planning Board in the summer of 2019 with the following objectives:

- Financial impact assessment of growth (residential and commercial) over the past 10 years (by zoned area).
- Forecast model of growth and financial impact (forward looking) by zoned area over the next 10 years.
- Identification and prioritization of current parcels and/or zones with highest potential for growth/change. Recommend optimal land uses/practices for each and contingency plans if alternative uses are proposed.
- Create POA (Plan of Action) that incorporates major stakeholders (other boards, town leadership, etc.) and includes cadence and deliverables for ongoing growth monitoring.

Our work in the fall of 2019 was focused on bench-marking Hopkinton against other communities in our region to determine where Hopkinton placed against other towns in population growth, budget, school population, tax rate, debt service, and other measures. This material was shared with the public in two well-attended public forums.

At the same time, we began a mapping project to show how much of our town's land is developed, how much is permanently protected open space, and what properties remain available for development. This work is on-going with the Land Use Department and its GIS mapping tool.

Finally, as we worked along in 2019 and early 2020, it became clear to us that the topic of Growth contained an important sub-topic: Economic Growth. As a result, we placed an article on the 2020 town meeting warrant to establish an Economic Development Office as part of the town government's function. This article was withdrawn due to the Covid-affected reduced town meeting warrant this past September.

After a six-month hiatus due to Covid, we reconvened in the fall of 2020 and began again with a renewed focus on five areas:

1. Financial modeling and creating an action plan. At this writing in January 2021, we have worked with the town's Chief Financial Officer to create a financial forecasting model that he can use with the School Department and the Land Use Department to model future impacts of development and population growth.
2. Refining our bench-marking work from 2019, narrowing its focus to four towns and adding more robust detail. The purpose, again, is to understand how Hopkinton's management compares to "competitor" towns.

3. The economic development office noted above. We have brought the idea back up for 2021 as a budget item. It is now an idea under discussion at the Select Board level.
4. The mapping and development predictive work noted above.
5. Required Plan of Action focusing on where and how future development should take place in Hopkinton.

We extend our gratitude to the many members of the Hopkinton Community, the Planning Board, the School Department, the Town Manager, and the Town CFO, the DPW, and the Public Safety departments, all of whom have been most generous with their time and information in assisting our work. Our intent is to issue our final report and recommendations in March of 2021 well before the May Annual Town Meeting.

Respectfully submitted,

Finley H. Perry, Jr. Chair
Michelle Murdock, Vice Chair
Muriel Kramer
Chuck Joseph
Tim Brennen
Jenn Devlin
Fran DeYoung

Alternates:
Wilson Saint Pierre
David Wheeler

HISTORICAL COMMISSION

2020 was a tumultuous year for the Historical Commission (HHC) with several historic properties continue to be threatened including 88 East Main St and 76 West Main St.

The HHC is working with the Hopkinton Center Historical District (HCHD) to expand the district or create a separate district on West Main St around the single property historic district that was created last year for 76 West Main St (Claflin Inn). Several property owners adjacent to the LHD have volunteered to have their property in the new / expanded district.

Clearly the highlight of how the Historical Commission works collaboratively with local businesses is the replacement / restoration of the historic barn at 59 Hayden Rowe (Chesmore's Funeral Home) that is now complete. Many have commented on how faithfully replicated the form, scale and details of the replacement barn that retains the historical significance of the previous structure while providing a great foundation for the business going forward.

The Terry property now leased from the town by the Center for the Arts was endorsed by the HHC to receive a \$400,000 Community preservation Award from the CPC committee is now moving forward.

Another CPC funded project is restoration of the Aiken's Park Stone Bridge. The stones that were displaced from the bridge, many in the Sudbury river have now been moved up to the trail and the next phase is placement of the stones back on the bridge abutment.

Unfortunately, the circa 1750 McFarland-Sanger House on Lumber St. still does not have a clear use so the HHC has decided to try to sell the property to a third party (with Historic protection deed restriction). The HHC has determined that it is in the town's best interest to find a private owner for the property that would be willing to accept a historic preservation deed restriction similar to the one's created for the Abbott farm on Ash St and 151 Hayden Rowe St (next to Waterfresh farm). If the town residents agree at Town Meeting, the HHC will solicit bids to transfer the property to private hands.

Hopkinton is an evolving community and, as such, continues to see requests for demolition and replacement of our existing housing stock. Where appropriate, the HHC has chosen to institute several demolition delays to work with property owners to determine better alternatives to outright demolition for properties deemed both "historically significant" and "preferably preserved". There have been twelve demolition applications for properties that are more than 75 years old. Of these twelve, 6 were determined to be "historically significant" and 4 "preferably preserved".

Our goals for 2021 are to work with the town's committees, property owners / developers and individuals of the town to elevate our knowledge and appreciation for the historically significant elements in the town and to provide a resource for those who share our interests.

HOPKINTON HISTORIC DISTRICT COMMISSION

Historic Districts in Massachusetts have three major purposes, as stated in Ch. 40C of Massachusetts General Law: 1.) To preserve and protect the distinctive characteristics of buildings and places significant to the history of the Commonwealth and its cities and towns; 2.) To maintain and improve the settings of those buildings and places; 3.) To encourage new designs compatible with existing buildings in the district.

The Hopkinton Center Historic District was established by the townspeople in 1979, consisting primarily of properties surrounding the Town Common, the Common itself, and properties along the south side of Main Street, ending near the corner of Grove Street. A small portion of East Main Street is also included. In 2000 the Town Hall was added to the district, and in 2001 the Center School followed suit. In 2019 the 76 Main Street Historic District was created. The Hopkinton Historic District Commission is the reviewing authority responsible for regulating design within the Hopkinton Center Historic District and the 76 Main Street Historic District.

Due to the Covid 19 pandemic the Hopkinton Historic District Commission began holding virtual meetings beginning in March. While it's been a bit of a slow year for the Commission due to the pandemic, we look forward to continuing to work with the town on the Main Street Corridor Project, as well as the Center School renovation.

Certificates issued by the Commission in 2020:

- Jan 2020 - Amended Certificate of Appropriateness for One Ash Street adding color details for signage
- Jan 2020 - Amended Certificate of Appropriateness for One Ash Street specifying the color of the background on signage and color and design specifics for exterior wall light sconces

In 2019 several residents near the 76 Main Street Historic District expressed a desire to also be included in a Historic District. This was also brought up by voters at Town Meeting. As a result, in December 2020 the Hopkinton Historic District Commission hired Historic Preservation Consultant Jennifer Doherty to conduct a Historic Property Survey of the properties on Summer Street and 70-95 Main Street. The Survey will be of the same type as the survey that was conducted, also by Jennifer Doherty, in 2017-2018 for the properties around the Town Common. This report is scheduled to be completed by February 26, 2021.

We bid farewell to member Maryanne Chambers, who stepped off the committee earlier in the year, and welcomed returning member Stacy Spies back to the Commission. The Hopkinton Historic District Commission continues to work with town entities and citizens to ensure that as we strive to improve our downtown, its historic character is protected and enhanced.

Respectfully submitted,
Beth Watson, Chair
Stacy Spies, Vice Chair
Amy Ritterbusch

Muneeza Nasrullah
Melanie Smith
Jeanette Thomson

HUMAN RESOURCES DEPARTMENT

Metrics:

FTE HR Staff to Employees: 93%* HR FTE for each 100 employees
Employee Turnover: 5.97%
Number of Customer Service Transactions fulfilled on average per month: 1,547
Number of Insurance Subscribers taken care of: 1,153
Number of employee/retiree insurance enrollments processed: 593

Maria Casey, SHRM-SCP
Human Resources Director

HR webpage: <http://www.hopkintonma.gov/HR>

The mission of the Human Resources (HR) Department is to create new, and improve existing, personnel policies and procedures that foster a team approach for all departments as they work to serve the citizens of Hopkinton. Moreover, we strive to create an environment that encourages employee feedback.

Introduction - Who we care for!

The HR Department continued to experience an increase in demand for its services from 322 (*down slightly from last year due to Covid and seasonal hiring) Town employees. The workforce is comprised of 150 full- and part-time employees (work more than 20 hours), 34 employees (work less than 20 hours with regular hours), 80 seasonal & per diem (as needed) employees including Contact Tracers and 58 Senior Volunteer Workers.

As you may know, the Senior Volunteer Program affords seniors in the community the opportunity to volunteer in various departments and receive an abatement on their 3rd & 4th quarter real estate taxes. As a reminder, property tax credits earned are considered income for federal (not state) income purposes requiring the Town and the employee to pay 1.45% Medicare/Medicaid tax. This year, Senior Volunteer Workers total 58.

The FTE HR Staff to Employee Ratio for this year was .93 -- that is, that there is 93% of an HR FTE staff for each 100 employees. *The most common ratio, as reported by Society for Human Resource Management (SHRM), is 1 FT HR Staff for each 100 employees.*



Through HR, the Town welcomed 16 new employees and said goodbye to 18 employees, six of which retired. Employee Turnover, at last report, was 5.97%; below 10 is considered best practice. The Town sadly said Goodbye to Food Services Worker Maureen Aylward (*pictured to the left*) on June 17, 2020. This was a great loss to Maureen's family, Team Hopkinton & Senior Center and the community. Maureen celebrated 5.5 years of selfless and dedicated service to the Town. She also spent 13 years at the Senior Center as a participant and volunteer. Maureen was a friend to colleagues and Senior Center customers. We truly miss Maureen!

For the 1st time, the HR Department is reporting how many transactions on average staff handled. The staff is 3 full-time employees supporting the Town. In total, the HR staff successfully handled 1,547 monthly customer service requests in the form of 113 phone calls, 719 either visits to the department or video conferencing via google meets and 523 emails. 192 matters that were not quick transactional, reported to be longer than 15 minutes, were handled as well.

The Town has 392 retirees and manages the benefits for 286 of those retirees/spouses. This year, HR held 19 town/school retiree individual meetings. These appointments can average up to an hour-and-a-half depending on the retiree's individual circumstances. The coordination between the Town, Middlesex County Retirement System (MCRS), Mass. Teachers Retirement System and Social Security continues to be complex and the regulations with regard to Prescription Coverage are rigid. If you anticipate retirement in the next year, please set up an appointment with Jessica Lewerenz. Because these appointments are so important, confidential and require preparation, as well as due to Covid, we ask that you schedule the appointment ahead of time.

The HR Department partners with and/or advocates for all employees across the organization with regard to 10 employee Attendance & Leave matters, Benefits & Insurance, 2 Classification & Compensation, Collective Bargaining with 5 units, 3 HR Compliance matters, 7 Employee Relation matters, Employee Assistance Program (EAP), Performance Evaluation & Management, *The Employee Handbook*, Personnel Policies, Recognition & Reward, Recruitment & Selection, Succession Planning, Termination & Retirement, 100 individual Training & Development opportunities, 8 Injured-on-Duty (Police & Fire) and 5 Workers' Compensation cases.

Our Employees' Good Health is Our Signature

The year 2020 brought with it the challenges of an unprecedented pandemic, creating changes in the processing and delivery of services -- which did not stop for employees and retirees of the Town. Some benefits of the pandemic included: The dental insurance carrier, MetLife, issued a dental rebate and the Flexible Spending Account vendor, HRCTS, extended the FY20 claims period.

Another change for retirees was the change in Health Insurance providers with regard to the Medicare supplemental plan. This change had a significant impact on the HR Department during Annual Medicare Open Enrollment for these benefits; the HR Department met with and processed 593 enrollment applications for employees and retirees during open enrollments. HR staff coordinated and participated in 4 retiree meetings with the new vendors.

Finally, the Town was pleased to receive a \$3,000 performance guarantee credit from AllWays Health Partners. This was an unexpected, and happily received, credit due to their performance guarantee metrics. Hopkinton has been the only organization to receive this unusual credit.

Strengthening Team Hopkinton

Another area where HR involvement and strategy is critical is Recruitment and Selection. *Hiring the right person for the right position at the right time* is critical in supporting the organization to provide customer-centric excellence to the residents. The HR Director collaborated on the promotions of Benjamin Sweeney as Town Accountant, Matthew Gogan as Working Water Foreman, Matthew Bailey as Fire Lieutenant and Joseph Bennett (with his wife Wendy) as Police Chief (*all pictured below respectively*).



On April 28, 2020, the Select Board voted to implement a temporary hiring freeze due to COVID19 and the projected ensuing economic downturn at that time. The hiring freeze was in place for the remainder of FY21 and had three features: first, it recognized that the Town should continue to concentrate on the efficiency of the existing staff. Second, when such efficiencies could not be realized, the Select Board, Town Manager and requesting department head reviewed the need to fill the vacancy at a future Select Board meeting. Third, it was proven that the hiring freeze allowed the Town to save financial resources to help augment the Town's revenues in FY 21 while protecting our existing staff.

For all town positions, HR screened 239 applications, participated on 59 team interview panels, collectively interviewing 175 candidates for 38 full- and part-time, temporary or per diem recruitments.

Town Hall participated in "Let's Chalk About Change" on September 2, 2020 (pictured below).



Everyone is a leader!

A major role of the HR Department is to support Training and Development for the Town employees. This includes working with Department Heads to identify the employee(s), selecting the appropriate vendor, evaluating the training program for effectiveness, negotiating reasonable fees and facilitating and coordinating the event. Training and Development was provided to employees in 2020 in the following areas: 5 Bargaining Unit Supervisors and 3 Management Team received Labor Relations (HR, Police, Fire, Dispatch & Library); 15 employees including the Town Manager's Office, HR Office and many supervisors across the organization attended 33 different Diversity, Equity & Inclusion (DEI) Trainings; 58 employees received Sexual Harassment Prevention Training; 8 supervisory employees received Effective Leadership Development: Ashley Shaheen, Arthur Schofield, John Sheridan, Bill Burchard, along with their supervisors Ed Lee, Amy Beck, Elaine Lazarus and Steve Slaman (*pictured below to the left*) and Bill Miller, Heather Backman, Meaghan DeRaad and Jay Porter (*pictured below to the right*).



The HR Director partnered with the Town Manager advising, coaching and/or guiding all supervisors and more particularly those that are fairly new in their role: Senior Accounting Manager/Town Accountant and Communications Director.

The HR Department would like to once again sincerely thank the Sunshine Committee for improving the employee experience.

Continuous Improvement - How well are we doing?

This year has been quite the challenge for the HR Department, the Town and its citizens due to the Covid pandemic! Partnering with the Town Manager's Office, Facilities and IT, HR had to pivot immediately to enable many employees to work remotely to continue to provide the customer service excellence its citizens are used to. The HR Director, along with different Senior Leaders worked on a number of reasonable accommodations. In addition the federal and state agencies legislated employee notifications and requirements that HR and the Health Department worked collaboratively on. The Families First Coronavirus Response Act required two policies with regard to Employee Paid Sick Leave and Emergency Family Medical Leave Extension. Social Justice and Racial Equality was brought to the forefront this summer nationally and locally. Many employees participated in training regarding the same for the last six months of 2020. The Town, through its HR Department and others, is building employee resilience for such times as these.

We are guardians of good work!

Senior Library Assistant Toni Alexander (31 yrs); Fire Lt. Carl Harris (31 yrs); Assistant Town Accountant Janet MacKay (24 yrs); Conservation Administrator Don MacAdam (20 yrs) and Firefighter Norman Seymour (19 yrs) retired. The Town is grateful for their 125 collective years of service and wishes them the very best in retirement!



PERSONNEL COMMITTEE

The Personnel Committee is an advisory committee charged with providing guidance, feedback and advice working collaboratively with the Town Manager and Human Resources Director on matters regarding Town employees. The Town Manager and HR Director value each of their individual areas of HR expertise.

This year, the Committee met three times and more recently discussed Diversity, Equity and Inclusion. Upon receiving an oral report from the Town Manager and HR Director, the Committee expressed confidence in Town management as to how the Town is handling DEI thus far. The Committee also offered its assistance, as appropriate due to its advisory nature, regarding town and actions around anti-racism and systemic issues.

The Committee welcomed new member Barbara Kessler. The Committee now has a full complement of members; if you are interested in getting involved and serving the Town on this committee for a future membership, please go to <http://hopkintonma.gov/hug> to complete the "Online Volunteer Form" via the Town Manager's Office. The Select Board are the appointing authority. The Town Manager and HR Director sincerely appreciates the dedicated committee and time that the committee gives back to this community through their service.

Committee Members:

Patricia Duarte, Chair
Kathy Laflash
Patricia Sinacole
Garry Russell
Barbara Kessler

INSPECTIONAL SERVICES

During 2020 construction did not slow down with the COVID-19 pandemic. The Department adapted ways to safely perform inspections and work with the public and contractors in a safe and healthy manner.

2020 brought about the retirement of our 30+ year Electrical Inspector, Ed Hicks, and sadly also his passing.

The Inspectional Services Department consists of a full-time Director, a part-time Inspector of Buildings, a part-time Plumbing and Gas Inspector, a part-time Electrical Inspector and Administrative staff.

The Inspectional Services staff continues to pursue educational training to keep up-to-date with changes in codes and construction techniques to maintain certification levels.

We continue to maintain safety and service as our highest priority and look forward to serving the community in the next year.

Respectfully submitted,

Charles E. Kadlik
Director of Municipal Inspections
Zoning Enforcement Officer

BUILDING REPORT

In accordance with applications filed in this office for the period starting January 1, 2020 and ending December 31, 2020, building construction in the Town of Hopkinton for the past year is as follows:

New: Commercial. Bldgs

Permits Issued: 4
Estimated Value: \$413,275.00
Fees Collected: \$4,134.00

Alterations To Same

Permits Issued: 75
Estimated Value: \$8,977,988.00
Fees Collected: \$26,060.00

New: Assembly Bldgs 0

Alts To Assembly Bldgs 0

Institutional Bldgs (New) 0

Alts To Institute. Bldgs 0

New: Residential Bldgs

Permits Issued: 158
Estimated Value: \$38,549,975.00
Fees Collected: \$384,522.00

Alterations To Same

Permits Issued: 977
Estimated Value: \$17,262,975.00
Fees Collected: \$178,942.00

New: Misc. Structures

Permits Issued: 129
Estimated Value: \$2,463,005.00
Fees Collected: \$24,780.00

Alterations To Same 0

Wrecking

Permits Issued: 22
Estimated Value: \$254,869.00
Fees Collected: \$2,500.00

Certificates of Compliance, Use & Occupancy: 785

Certificate of Inspection: 37
Fees Collected: \$1,160.00

Building:

Total Permits Issued 2020: 1365
Total Estimated Value: \$67,922,087.00
Total Fees Collected \$620,938.00

**GAS/PLUMBING REPORT
7/1/19 - 6/30/20**

Deposits: \$67,085.00
Payroll: \$47,175.00
Expenses: \$1,180.43

**WIRING REPORT
7/1/19 - 6/30/20**

Deposits: \$96,539.00
Payroll: \$50,250.00
Expenses: \$2,907.41

LAKE MASPENOCK WEED MANAGEMENT ADVISORY GROUP

The Lake Maspenock Weed Management and Control Advisory Citizen Input Team (CIT) is Chaired by Cynthia Esthimer who reports that two lake surveys were done in late spring and late summer of 2020. Under the guidance of a Certified Lake Limnologist, the CIT observed and recorded both native and invasive species of nuisance weeds. The Town will perform an extended drawdown of the water level to eight feet below the high water mark in the winter of 2020-2021. The CIT is optimistic that the extended drawdown combined with the cold winter will retard the abundant growth of weeds seen over the last four years.

The CIT appreciates the efforts of member Jaime Goncalves as he departs the Team. The empty seat was filled by Joseph Baldiga. The other Team members include Drew Logan, Eric Sonnet, and Jeff Barnes. The Team is supported by David Mitchell, Certified Lake Limnologist.

Respectfully submitted by Cynthia Esthimer

OPEN SPACE PRESERVATION COMMISSION

The Open Space Preservation Commission, the first such in the State, brought to fruition by the foresight and efforts of John Coolidge, Jeffrey Doherty, Andre Navez, George Blum, and Representative Barbara Gardner, was established by an act of the Massachusetts Legislature in 1999. Its charge is identifying parcels of land available for acquisition that will enrich the quality of life in Hopkinton, by providing land for passive recreation, such as hiking, horseback riding, cycling and other non-motorized activities, as well as protection, preservation and restoration of our woodlands, wetlands, water resources and scenic views. The Commission works with property owners, or their agents, to determine the best means of acquisition (i.e., purchase, donations, or placement of conservation restrictions on development). The Open Space Preservation Commission consists of five members including one member each from the Planning Board, the Conservation Commission, the Select Board, and two at-large members.

2020 was a complex and complicated year:

- Our plans, in conjunction with Sudbury Valley Trustees, Massachusetts Dept of Conservation and Recreation, and HALT, to invite owners of substantial land holdings in Hopkinton to a meeting where the benefits of land conservation, both environmental and financial would be presented and discussed, had to be cancelled; a COVID-19 casualty.
- We discovered Ben Sweeney applied for, and Hopkinton was awarded, a grant from Sudbury Valley Trustees and CISMA for invasive plant removal in the meadow area of The Whitehall Conservation Area. The work was in process mid-April and then halted when an abutter filed objections with the Conservation Commission. At the Conservation Commission meeting on 12 November his request for an RDA was denied. Before the work could be completed Winter set in.
- In conjunction with HALT, we have had multiple meetings discussing issues of incursions onto our properties. As of 31 December, some have been resolved, and discussions continue with respect to those remaining.

For 2021 we have a myriad of house-keeping projects:

- Continue the invasive plant removal process
- Resolve those incursion issues which remain
- Improve signage at our trailheads and parking areas, and upon the trails proper
- Work with Planning Board to update Master and Open Space and Recreation Plans
- Develop a web page for the Town's website and review the Recreation and Open Space
- And, as always, be on the lookout for properties of interest

Lastly, my great appreciation for our 'Kitchen Cabinet', in no particular order, Barry Rosenbloom, Morrie Gasser, and David Goldman. Additionally, Kristin O'Brien and Christa Collins of Sudbury Valley Trustees for their wise and patient guidance. And for Shannon Soares, our Administrative Assistant, who continually picks up loose pieces and magically assembles them in the correct order. I am greatly in her debt. Finally, for Nancy Peters, a faithful, insightful, and indispensable member of the Commission since its founding.

Ed Harrow, Chair
Open Space Preservation Commission

PARKS & RECREATION DEPARTMENT

The mission of the Parks and Recreation Department is to be the community leader in providing and promoting healthy recreation experiences and park facilities that enhance the lifestyle of our diverse community. Our vision is to continually enhance the quality of life for our growing community by providing sustainable parks and recreation programs.

The department is the custodian for the Town Common, Sandy Beach, EMC Park and ball fields, Carrigan Park, Emerald Hills Field, Daniel Shays Field, Reed Park and of course the Fruit Street Athletic Complex. The Parks and Recreation Department has partnered with the Community Preservation Committee to build a public dog park, a lacrosse wall and plans are underway to build a public skatepark as well.

The Parks and Recreation Department strives to provide programs that serve all community members. We continued to grow our youth and adult sports programs. We have partnered with Shining Rock Golf Club to start a junior golf program. This year we also plan to offer archery, ultimate frisbee and other non traditional sports. For kids who are excited about science we are offering a program with Skyhawk sports that includes learning the science of sports as well as developing the skills of the sport.

The Parks and Recreation Department has been impacted by the COVID pandemic in a very significant way. The past year has presented challenges to us in regard to providing the usual volume of programs and has limited access to our facilities. We continue to work with the Board of Health and public safety officials to ensure the health and safety of our residents. We anticipate things to be a bit more open in the coming year. We appreciate the patience and understanding of our residents and look forward to returning to more normal conditions.

Please stop by and visit us at our new location on 6 Walcott Street.

Thanks,

Jay Guelfi
Director, Hopkinton Parks & Recreation

PERMANENT BUILDING COMMITTEE

The Permanent Building Committee retained the services of Abacus Architects + Planners to assist in reviewing the feasibility of Center School re-use and developing options for using the property to meet the Town's growing needs as recommended by the Center School Re-Use Committee. The Permanent Building Committee retained the services of Gorman, Richardson, Lewis Architects for design services for the HVAC equipment and controls at the Main Street Fire Station. The events of 2020 certainly had an impact on this process but we expect to share the results of this study with the Town sometime in 2021.

The PBC would like to thank our Town Engineer, Dave Daltorio, for his support, advice and daily efforts in maintaining the Town's numerous facility investments.

Respectfully submitted,

Permanent Building Committee

PLANNING BOARD

The responsibilities of the Planning Board are established by state law and by Town bylaws. They include preparing a Master Plan for the Town, recommending designation of scenic roads and administering the Scenic Roads regulations, review of and action on subdivision and approval-not-required plans pursuant to Massachusetts General Laws Ch. 41, adoption of Subdivision Rules and Regulations for the Town, review of and action on plans pursuant to several zoning bylaws including Open Space and Landscape Preservation Development, Commercial Solar Photovoltaic Installations, Garden Apartments in Residential Districts, Open Space Mixed Use Development Overlay District, Flexible Community Development, Site Plan Review, Neighborhood Mixed Use District, Off-Street Parking, Hotel Overlay District, and Common Driveways. The Board also issues Earth Removal and Stormwater Management Permits and develops and holds public hearings on proposed zoning articles and presents them to town meetings for adoption.

In 2020, the Planning Board approved the following applications:

Site Plan Review - Major Projects Approved:

- 90 Hayden Rowe (Hopkinton High School) - classrooms addition
- 27 Lumber Street (Hopkinton Tennis Club) - modification to approved Neighborhood Mixed Use (NMU) site plan
- 25-35 Main Street (LFJ Development Corporation) - municipal parking lot, as part of Hopkinton Village Center mixed use development

Site Plan Review – Minor Projects Approved:

- 104 Hayden Rowe (Edward J. Hopkins Elementary School) - modular classrooms addition
- 14 Elm Street (Elmwood Elementary School) - modular classrooms addition
- 146 East Main Street (First Congregational Church of Hopkinton/Faith Community Church) - solar canopies over previously paved area

Approval-Not-Required Plans endorsed: 10 plans, creating 2 new building lots

Special Permits Granted:

- 71, 0 Frankland Road - Commercial Solar Photovoltaic Facility - Frankland Road Solar LLC - approved but under appeal
- 0 Hayden Rowe - Open Space Landscape Preservation Development (OSLPD) - Ravenwood LLC - special permit/concept plan for 9 new building lots
- Deer Ridge Estates (Lincoln Street/Cedar Street Extension) OSLPD - CS2K Hopkinton LLC - special permit/concept plan for 8 new building lots
- Chamberlain Street/Whalen Road Subdivision - REC Hopkinton LLC - modification to Flexible Community Development (FCD) special permit reducing the number of required affordable units from 3 to 2
- Maspenock Woods/5 West Elm Street - Maspenock Realty Trust LLC - modification to previously issued Garden Apartment Development special permit allowing the

existing dwelling at 5 West Elm Street to be replaced with a new single condominium unit

Stormwater Management Permits Issued:

- 71, 0 Frankland Road - Commercial Solar Photovoltaic Facility - Frankland Road Solar LLC
- 52 & 55 Wilson St. – Liquefied Natural Gas (LNG) Liquefaction Replacement Project - Eversource Energy - amendment to previously issued stormwater management permit

Earth Removal Permits Issued:

- 253 Lumber St. - NESI Realty LLC - new earth removal permit for continued quarry operation

Residential Subdivisions Approved:

- Leonard Street (Petition to Construct Road) - Wall Street Development Corp. - 3 new building lots
- Chester Street (Petition to Construct Road) - Shawn MacDonald - up to 2 new building lots
- Chamberlain Street/Whalen Road Subdivision - REC Hopkinton LLC - amendment to approved definitive subdivision, modifying road layout of the extension of Whalen Road and reducing the number of building lots from 32 to 29

Scenic Road Applications Approved:

- 114 Pond Street - Brian Gassett - to create driveway for new single family home
- 20 Saddle Hill Road - Brendon Properties - removal/relocation of stone wall to accommodate safer driveway location
- 173-207 Fruit Street - Massachusetts Department of Transportation - tree and stone wall removal in connection with the Fruit Street Bridge Replacement project (part of I-495/I-90 Project)

Garden Apartment Development Site Plan:

- Maspenock Woods/5 West Elm Street - Maspenock Woods Realty LLC- modification to approved Garden Apartment Development site plan allowing the existing dwelling at 5 West Elm Street to be replaced by new single condominium unit

During 2020 the Planning Board reviewed and held public hearings on several proposed zoning bylaw/zoning map amendments for adoption by annual town meeting. At the annual town meeting, postponed from May to September 2020 as a result of the COVID-19 emergency, the Board moved to take “no action” on any of the articles submitted into the warrant, and the motion passed.

Board members represented the Planning Board on the Zoning Advisory Committee, Community Preservation Committee, Open Space Preservation Commission, Design Review Board, Trails Coordination and Management Committee, and Growth Study Committee.

The Board thanks Frank D'Urso and Amy Ritterbusch who left the Board this year, for their time and contributions during their service, and welcomes Fran DeYoung back to the Board.

The Board also would like to thank members of the public for their participation and input at the meetings. This input improves the process and is very valuable to the members during deliberations and in reaching decisions.

Gary Trendel, Chair
Robert Benson, Vice Chair
David Paul
Mary Larson-Marlowe
Deborah Fein-Brug
Jane Moran
Sundar Sivaraman
Fran DeYoung

HOPKINTON POLICE DEPARTMENT

Following the departure of Chief Edward Lee in April, I was selected as the Chief of the Hopkinton Police Department. My first year as your Chief of Police has been an extremely challenging one. The most obvious challenge I faced was the world-wide Novel CoronaVirus (Covid-19) pandemic. I am grateful to the community, Town departments and committees for their time, energy, knowledge and support as we navigated the year. I am especially proud of the members of the Hopkinton Police Department who went out into the community every day, all day. They worked tirelessly to ensure the community's safety while working courageously all the while surrounded by a deadly microscopic enemy.

I would like to recognize Chief Slaman who serves as our community's Emergency Management Director. Chief Slaman quickly activated the Hopkinton Emergency Management Group (HEMG). This group is made up of department heads and key leaders in the Town's government. The group met weekly and worked collaboratively to develop continuity of operations plans, contingency plans, enhanced staffing models, safety protocols and facilitated the procurement of personal protective equipment and cleaning supplies. We all know how difficult it was to purchase personal protective equipment and cleaning supplies in the first half of 2020. Here at the Police Department, we made it through the beginning of Covid-19 thanks to the generous, thoughtful and caring support of the Hopkinton residents and the business community who donated masks, shields and cleaning supplies. We would have surely run out of supplies had these life-saving donations not been made.

I would like to thank the Department of Health Director Shaun McAuliffe and Town Nurse Kasey Mauro who worked around the clock and stood with the members of this department as we faced the Covid-19 pandemic. As our members were exposed to and/or contracted the disease, Shaun and Kasey were only a phone call away. They spent many nights, weekends and holidays caring for the members of the Hopkinton Police Department and undoubtedly many others. Thank you Shaun and Kasey!

Mission Statement

"The members of the Hopkinton Police Department will serve as partners with our citizens to maintain a safe and peaceful community, committing ourselves to the preservation of life, protection of property, safeguarding of individual liberties, and accomplishing this with integrity and professionalism."

Vision Statement

Through innovative action and ongoing performance improvement, we are committed to providing excellence in public service, continuing to strengthen our relationships within our community and building upon the public trust, while striving to maintain our excellence through employee development, continuous training, and quality leadership.

Values Statement

We, as members of the Hopkinton Police Department, are responsible for protecting lives and property. We serve with professional pride and we want the inhabitants of the Town of Hopkinton to share in this pride. The law enforcement profession is difficult and demands dedication far beyond most other professions. For this reason, we ascribe to the following traits and values to be the foundation of our commitment to public service, safety and security.

Integrity – Professionalism – Advocacy & Empathy – Efficiency - Pride

Five Year Strategic Plan

In January the Hopkinton Police Department finalized it's Five Year Strategic Plan. This plan identifies 8 key areas of focus: In each of these areas, a Sponsor has been assigned that will lead the efforts in furtherance of these goals.

1. Traffic Safety - Sergeant Matthew McNeil
2. Youth and Schools - Sergeant Scott van Raalten
3. Community Engagement - Sergeant Timothy Brennan
4. Constitutional Crime Prevention - Sergeant Arther Schofield
5. Vulnerable Population Issues (homeless, mentally ill, domestic violence victims, children and the elderly) - Sergeant Aaron O'Neil
6. Staffing, Including Recruitment and Retention of Personnel - Sergeant Scott van Raalten
7. Professional Development and Succession Planning - Lieutenant John Porter
8. Protecting the Health and Wellness of our personnel.- Sergeant William Burchard

Massachusetts Police Accreditation Commission

This year our department reached the pinnacle in it's goal to become an accredited department. For the last three years a team of Officer's, Supervisors and Dispatchers led by Lt. John Porter embarked on the daunting task of reviewing, modifying and creating policies, memorandums, and best practices to best serve our community and our officers. Like other accreditation programs, the process consists of two major components:

- (1) the establishment of a body of professional standards for police agencies to meet.
- (2) a voluntary assessment process by which agencies can be publicly recognized for meeting those standards considered *best practices* for the profession.

Under the direction of Lt. John Porter, this year our department was assessed and the team of assessors unanimously recommended that our department become one of only 52 departments in Massachusetts to reach this esteemed award. The Accreditation Program consists of 257 standards, all of which are mandatory. Our Department impressed the assessors when we met 110% of the Mandatory standards and 74% of the optional standards, even though we only needed to reach 55%. I can't thank the team, which consisted of Sgt. Aaron O'Neil, Sgt. Arthur Schofield, K9 Officer Brian Sanchioni and Dispatcher Nicole Corsi enough for all the dedication and hard work.

Personnel

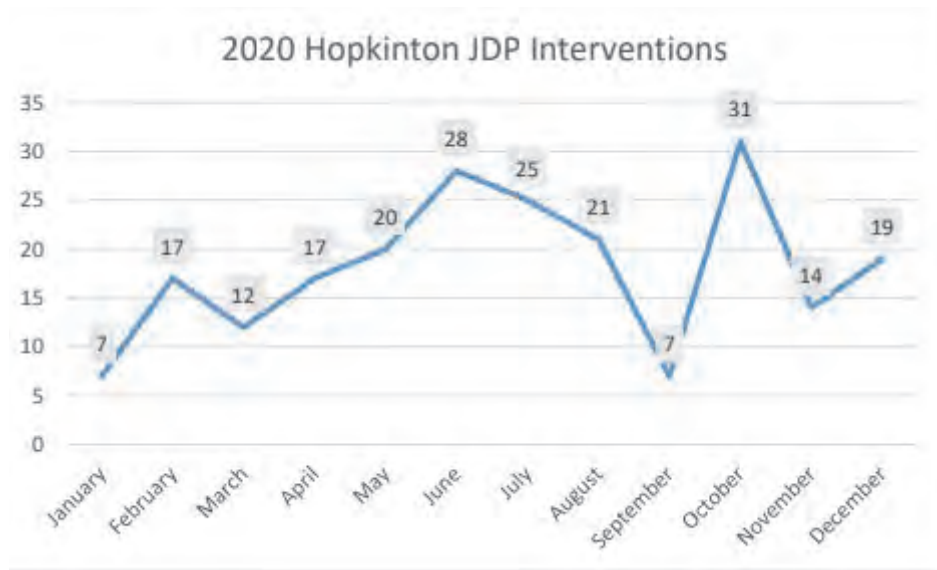
- Officers Jessica Ferreira, Brittany Firth and Nathan Wright joined the department, filling open vacancies.
- Lieutenant John Porter was selected to be the department liaison to the Hopkinton Emergency Management Group - Covid-19 response.
- Officer Cody Normandin joined the department through funding allocated in the Legacy Farms Community Host Agreement
- Detective John Corridan left the department and relocated out of state. .
- Officer Molly McGaffigan was selected to become the department's first ever Elder affairs officer.
- Officer Benjamin Stickney was assigned to the Detective Bureau
- Sergeant Arthur Schofield was selected to become the departments very first Civil Rights Officer
- This year we expanded our Field Training Officer corps, officers who are assigned to train new hires over an 11 week period. Officer's Jay Deiana, Officer Moira McGaffigan, Officer Ben Stickney and Officer Derek Morton

Jail Diversion Program

The Hopkinton Jail Diversion Program (JDP) was launched in 2015 and is part of the regional ASHH program that includes Ashland, Holliston and Sherborn. The program pairs specially trained crisis clinicians from Advocates Inc, with police officers in these departments. These embedded clinicians respond to calls for service and 911 calls with patrol officers providing immediate on-scene de-escalation, assessment, and referrals for individuals in crisis. The primary goal is to re-direct individuals committing non-violent offenses, out of the criminal justice system and into more appropriate community based behavioral health services. When a JDP clinician is not on duty, the Advocates Psychiatric Emergency Services (PES) team supports the JDP clinician to ensure timely access for the participating police agencies 24/7.

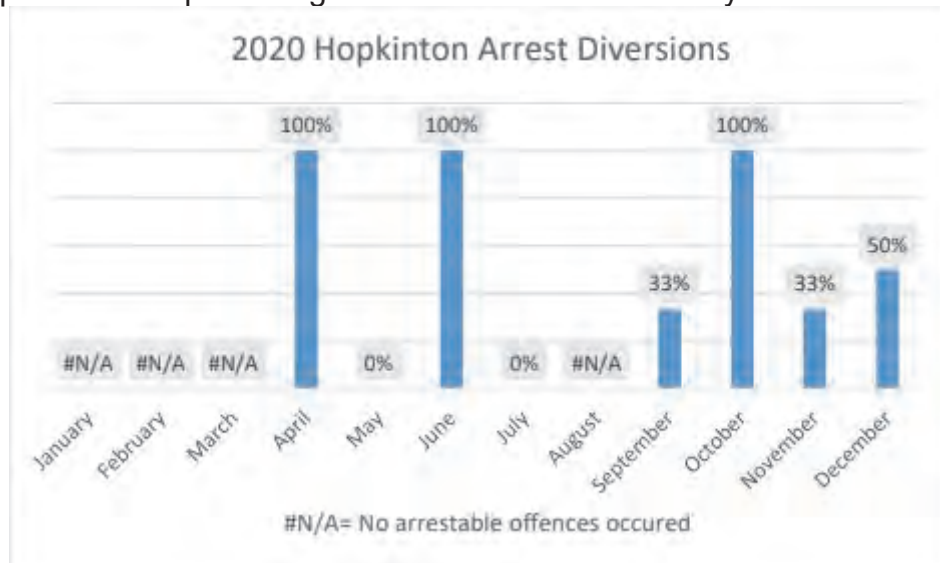
JDP Interventions

On-scene crisis interventions are facilitated through the dual response of police and clinician to calls for service involving individuals in crisis. Chart 1 represents the 218 individuals referred to the Jail Diversion Program clinician (s) by Hopkinton police officers in 2020



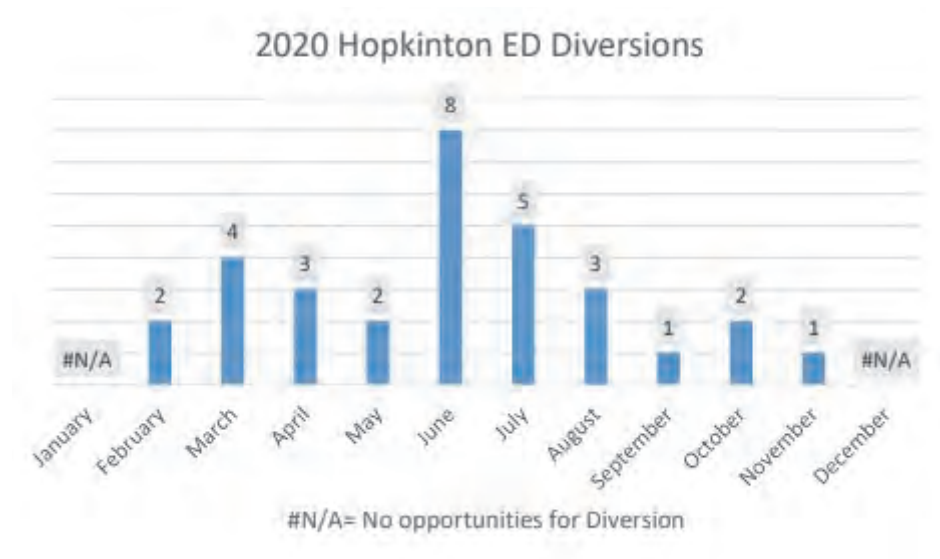
Diversions from Arrest

In 2020, a total of eight (8) individuals with behavioral health conditions were diverted from arrest by Hopkinton police officers and into treatment facilitated by JDP clinicians. The average percentage of those eligible for arrest diversion who were diverted is 50%. Chart 2 represents the percentage of diversions from arrest by month.



Diversions from the Emergency Department

A secondary goal of the ASHH Jail Diversion Program is to decrease the frequency of individuals with behavioral health conditions being referred to the hospital emergency department (ED) for psychiatric assessment by police officers. In 2020, thirty-one (31) individuals were diverted from unnecessary hospital admissions due to the presence of a JDP clinician on scene; to facilitate assessment treatment recommendations. Chart 3 represents the monthly hospital ED diversions facilitated by the Hopkinton JDP team.



Detective Bureau

The Detective Bureau is staffed by one Detective Sergeant, and 2 detectives. The Bureau is responsible for criminal intelligence for the purpose of identifying criminal patterns or trend development, identification of suspects and criminal enterprises, and to identify Officer safety issues. Our goal is to take a leadership position in the prevention and prosecution of criminal activity while enhancing public safety and improving the quality of life in the Town of Hopkinton. Community collaboration and communication will afford enhanced opportunities to meet this goal. Goals and objectives for this division include an emphasis on crime reduction, information sharing and community partnerships focusing on problem-solving within our town. We can best serve our community through collaborative efforts and resources, therefore allowing our investigators to serve with the utmost professionalism, integrity, dedication and commitment.

The following are some of the duties the Detective Bureau performs on a regular basis:

- Criminal Investigations.
- Non-Criminal Investigations (e.g. missing persons).
- Background Investigations (for applicants in public safety).
- Conduct Security Assessments for Residents and Business throughout Town.
- Internal Affairs Investigations
- Maintain accountability of registered Sex Offenders
- Transport evidence to and from the crime laboratories.
- Inspection of Alcohol Licenses and other Town issued Permits
- Transport evidence, paperwork, and reports to the prosecutor's offices, courts, and other criminal justice agencies.
- In 2020 we conducted 3 Drug Take Back Day's destroying over 500lbs of unused or expired prescription drugs.
- Monthly Regional Criminal Intelligence meetings.

Notable Cases the Detective Bureau Investigated:

- Serial Daytime B&E suspect was arrested and evidence was gathered to link him to over 30 area B&E's. He was successfully indicted and is awaiting trial.
- Conducted an investigation of a missing suicidal individual and through extensive and relentless work using cell phone ping locations he was found over 5 miles away from where he was last seen.
- Assisted in the arrest and investigated a "Porch Pirate" stealing packages in the height of COVID and the stay at home orders. Successfully returned the package to the victim.
- Assisted or investigated 541 Fraud Investigations

School Resource Officer Program

Hopkinton Public Schools partnered together to have Police Officers act as liaison since July 1999. Currently we have 2 full time SRO's in our schools that cover K-12. It is this Officer's role to help enhance school security and provide law enforcement education and counseling. School Resource Officers act as a resource to teachers, parents, and students by providing direction or advice on law related issues. The goals of the SRO Program is to bridge the gap between Police officers and young people, increasing positive attitudes towards law enforcement. The SRO will take a personal interest in students, their activities and teach the value of our legal system to the students.



SRO's participated in the ALICE Training Program, Community Based Justice Programs, School Crisis Teams, Juvenile Diversion Program, and Bus Safety Drills. Our SRO's taught all new employees the ALICE program.

- They attended meetings offering security and safety suggestions for the addition to the High school and modular classroom buildings for Hopkins and Elmwood schools.
- The SRO's began planning a student academy for the Summer of 2020 which was postponed due to COVID.
- They organized and conducted over 220 birthday parades between April and July 2020.
- SRO's attended 50 hours of advanced training in juvenile crimes, school safety, and mental health issues surrounding our students.
- SRO Powers' cruiser was decalated by the Police Association to honor the Hopkinton High School Graduating Class of 2020.



SRO Powers' cruiser was decaled by the Police Association to honor the Hopkinton High School Graduating Class of 2020.

Traffic Safety

Traffic safety continues to be a high priority in our community and has been identified as a primary goal within our strategic plan. Sergeant Matthew McNeil has been assigned a sponsor of this goal. A team was formed under his direction including Det. Benjamin Stickney, Officer Ryan Polselli, Officer Jessica Ferreira and Officer Tyler Brabham. Protocols, equipment and best practices were researched. The team worked collaboratively with the town Department of Public Works to address concerns regarding road signage and markings.

Throughout the year, the team worked diligently to respond to and mitigate all traffic complaints received. They also looked at road designs and other options to assist in safe traffic flow. All of the members were trained in the use of our equipment which included the Law Enforcement Radar and Radar trailer. We eventually added two message boards that have the ability to count traffic as well as record the speed of vehicles and deliver messages to passing motorists.

During the last year our Traffic Safety Team was responsible for the following:

- Deployment of the Law Enforcement Radar at 25 different locations. We now have a bank of 27 different streets, (multiple locations on some roads) that we can refer to when responding to future complaints. Our new Law enforcement Radar can stay out on location for up to 14 days.
- Deployment of the Radar Trailer at 27 different locations. This trailer can stay out on location for 2 to 5 days.
- Deployment of our two new Message Boards at approximately 10 different locations. This equipment not only provides traffic calming, it can be used for public address announcements.

- Our Department received 108 traffic complaints. The majority are erratic operators or problems with the traffic congestion. However, 32 of the complaints were assigned to individual officers to coordinate a response with the support of the Traffic Safety Team.

The Town of Hopkinton Police Department responded to 243 accidents in 2020, down 41% from the previous year with 404. Based on the traffic complaints we received, the areas where most of the accidents occur and the officers proactive approach to educating the public on how to travel safely we conducted 419 individual traffic enforcement or radar assignments throughout town. This equates to over 200 hours of directed patrols specific to traffic. Our officers also conducted 2080 motor vehicle stops while on patrol.

K9 Unit

Officer Brian Sanchioni continues his successful partnership with our favorite K9 'Titan'. Their partnership has come to the aid of residents and law enforcement in Town and also in neighboring Towns. Our K9 unit is an excellent enhancement to the Department, especially in the area of tracking, where we have had to rely many times in the past on outside agencies to assist in this area. Titan also serves as a fantastic community service tool, we have received much interest from the public who have offered support for the program.



In 2020 Officer Brian Sanchioni and his partner Titan responded or participated in:

- Deployments - 31 (20 Patrol/11 Explosive Ordnance Detection)
- CEMLEC regional Calls - 18
- Officer Duty Responses - 19
- Persons assisted in locating - 5
- Firearms located - 1
- Protective Explosive Ordnance Sweeps - 6
- Training - 200+ Hours
- Training Seminars - 2

Training Division

This year despite COVID restrictions and limited outside resources available to the department, we were able to provide our officers with a total of 384 hours of in-service training. We attended this training at the Holliston Police Department in conjunction with Ashland, Sherborn, Holliston, Millis and Medfield Police Departments. We have done regional training with these Departments for several years. Topics covered this year were:

- Defensive tactics (February 2020)

- Legal Updates (January 2020)
- Motor Vehicle Law Updates (July 2020)
- K9 Procedures (July 2020)

This year we also sent three officer's to the Massachusetts Municipal Police Academy to become certified officers. Officer Brittany Firth and Officer Nathan Wright attended the Randolph Municipal Police Academy and Officer Cody Normandin attended the Fitchburg State College 4 +1 Police Program where you earn your Master's degree in Criminal Justice as well as attend the Academy. These officers underwent a combined 2,200 hours of training to earn their certification.

In addition to the above trainings we were able to train officers in the following specialties:

- Officers Jay Deiana, Moira McGaffigan, Derek Morton and Benjamin Stickney all completed a certification program to become Field Training Officers .
- All Department Officers attended a 3 hour deescalation class.
- All Department Officers attended a 3 hour implicit bias class.
- Officers Phillip Powers, Cody Normandin, Matthew Santoro, Robert Ekross, Tyler Brabham, Jessica Ferreira, Brian Sanchioni, and Detective Gregg DeBoer, as well as Sergeants; Timothy Brennan, William Burchard and Matthew McNeil all attended an 8 hour Mental Health for First Responders certification
- Sergeants Timothy Brennan, William Burchard, Arthur Schofield and Scott van Raalten completed a certification class for risk management through Roger Williams University
- Officers Stephen Buckley, Jay Deiana, Jessica Ferreira, Moira McGaffigan, Preston Mucciarone, Ryan Polselli, Benjamin Stickney and Sgt. Matthew McNeil all became certified by the Massachusetts Environmental Police Department to patrol Hopkinton's waterways with the boat patrol.
- Officers Jay Deiana, Robert Ekross, Jessica Ferreira, Brendon Lyver, Ryan Polselli and Benjamin Stickney all attended a roadside drug investigations seminar
- Officers Benjamin Stickney, Moira McGaffigan, John Corridan, Brian Sanchioni, Jessica Ferreira, Matthew Santoro and Ryan Polselli along with Sgt. Timothy Brennan attended an Active Shooter Class in Northborough, instructed by the Central Massachusetts Law Enforcement Council.
- Sergeants Timothy Brennan, William Burchard, Matthew McNeil, Aaron O'Neil, and Arthur Schofield attended an 8 hour class in Foxboro for motor vehicle stops, search and seizure and exit orders
- Officer Moira McGaffigan completed two separate classes entitled "Elder abuse guide for law enforcement and victim centered solutions to elder exploitation"
- Officer's Jay Deiana, Moira McGaffigan, Ben Stickney and Derek Morton were selected and then attended a course given by Roger Williams University. Using the reference to the "San Jose Model", trainers were taught specific teaching methods applicable to adult learners, performance evaluations using standardized rating procedures, remedial training techniques, and legal issues in recruit training, as well as ethics, leadership, communication, evaluation,

retention and dismissal. The instructors for the program were seasoned law enforcement practitioners with advanced academic experiences. Each Hopkinton officer participated in both classroom and role play scenarios.

The total number of hours spent on training this past year was approximately **3,729** hours.

Records Department

Hopkinton Police Department uploads all crash reports to www.crashdocs.org. This portal provides a convenient way for residents and insurance companies to access crash reports. 2020 saw a significant decrease in the number of motor vehicle crashes reported, down by 39% compared to the average of the previous two years. The records department saw a significant increase in the number of cases of fraud report requests with 542 cases reported in 2020 compared to 117 cases in 2019. This represents a 360% increase in fraud reports.

In addition to regular records requests, 2020 had a significant increase in requests for data related to Police training, citizen complaint types, incident types and use of force incidents from media outlets. These requests were filled beyond the requirements of the law in keeping with the high level of transparency that is expected of your Police Department.

Giving Back to the Community

The members of the Hopkinton Police continue to raise awareness and money for many worthy causes. Officer Moira McGaffigan requested the wearing of a teal pin in support of ovarian cancer awareness month - September. The pin was worn by all Officers and staff and we are glad to be a part of this awareness campaign. Officer Philip Powers and Brian Sanchioni again partnered with Pink Patch Project. The Hopkinton Police Association helped start this project with the efforts to raise money in support of awareness month (October). Patches were available at our police station and the Town Clerk's Office at a cost of \$10 per patch. We sold a lot of patches with 100% proceeds donated to wonderful causes. A further \$1,500 was donated by Hiller's Pizzeria for this fundraising effort. Guaranteed Rate also donated \$800. Thank you both for your support! These funds were donated to a resident who is a breast cancer



survivor. She credits her survival to regular screening and asks that women not skip their screenings even during Covid-19.

I authorized the growth of beards in October, November and December in order to raise money for Men's Health and the Respite Center here in Town. \$1500 was raised for Men's Health and donated to a courageous fourth grader who is battling leukemia. \$1,000 was raised for the Respite Center.



Although my first year was extremely challenging I found 2020 to have been extremely rewarding. The members of the Hopkinton Police Department are grateful for all of the support the community as a whole has shown us. We will work every day to protect the trust you have given us and continue to deliver the highest level service

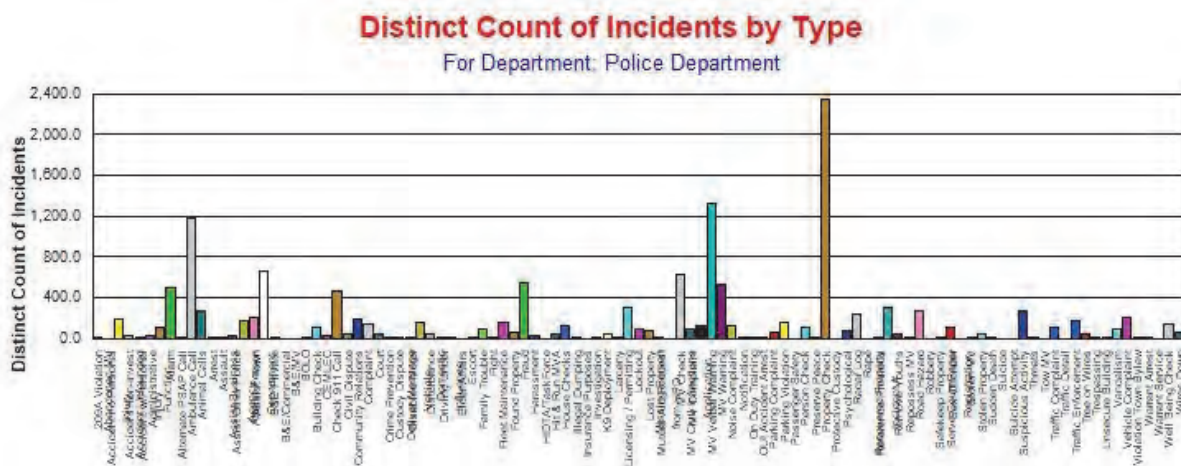
The members of the Hopkinton Police Department are looking forward to 2021 and through innovative action and ongoing performance improvement, we are committed to providing excellence in public service, continuing to strengthen our relationships within the community and building upon the public trust, while striving to maintain our excellence through employee development, continuous training, and quality leadership.

Respectfully,

Joseph E. Bennett III

Hopkinton Police Department Employees 2020

Chief	Joseph Bennett	Lieutenant	John Porter
Sergeants	Scott van Raalten	Timothy Brennan	Aaron O'Neil
	Matthew McNeil	William Burchard	Arthur Schofield
Detectives	Scott van Raalten	Gregg Deboer	John Corridan
SRO's	Philip Powers	Matthew Santoro	Benjamin Stickney
K9	Brian Sanchioni	Titan	
Patrol	Stephen Buckley	Brendon Lyver	Moirra McGaffigan
	Jay Deiana	Preston Mucciarone	Ryan Polselli
	Robert Ekross	Tyler Brabham	Jessica Ferreira
	Cody Normandin	Brittany Firth	Nathan Wright
Administrative Mgr	Anne-Marie Condon	Custodian	Hugo Ascoytia

[illegible]158

Assist Town Dept:	658	Lockout :	87	Suicide :	2
B&E Private :	5	Lost Property :	74	Suicide Attempt :	3
B&E/Commercial :	2	Missing Person :	6	Suspicious Activity :	265
B&E/MV :	3	Mutual Aid Req from HPD	1	Threats :	12
BOLO :	8	MV Check :	631	Tow MV :	2
Building Check :	116	MV Civil Infractions :	98	Traffic Complaint :	108
CEMLEC :	25	MV Complaint App :	131	Traffic Detail :	2
Check 911 Call :	470	MV Verbal Warning :	1,328	Traffic Enforcement :	175
Civil Dispute :	40	MV Warning :	523	Tree on Wires :	44
Community Relations :	191	Noise Complaint :	123	Trespassing :	11
Complaint :	140	Notification :	5	Unsecure Building :	18
Court :	46	On Duty Training :	11	Vandalism :	96
Crime Prevention :	4	OUI Accident Arrest :	5	Vehicle Complaint :	202
Custody Dispute :	12	Parking Complaint :	57	Violation Town Bylaw :	9
Deliver Message :	7	Parking Violation :	150	Warrant Arrest :	12
Disabled Motor Vehicle	154	Passenger Safety :	1	Warrant Service :	2
Disturbance :	38	Person Check :	115	Well Being Check :	148
Domestic :	20	Preserve Peace :	9	Wires Down :	61
Driving Under Influence	18	Property Check :	2,345		
Elder Affairs :	2			TOTAL	14210

PROCUREMENT AND GRANTS MANAGEMENT

Metrics:

Value of Competitive Grants Obtained	\$3,585,000
Number of Projects Publicly Bid	4

The Procurement and Grants Office has two primary goals; to maximize the value received for every taxpayer dollar spent, and to support the community by partnering with federal, state, and local organizations to accomplish Town goals.

The office aggressively pursues grant opportunities at the local, state and federal levels. During the year, the office participated in eight grant applications, five of which received an award. In all, over \$3,500,000 in competitive grants were awarded to Hopkinton during 2020. In these efforts, the office worked collaboratively with the Town Manager, as well as the Fire, Facilities, Land Use, Library, Police, School, and Health departments. These awards make the community a safer place, provided our Senior Citizens with additional resources during the COVID-19 emergency, and provided vital funding for the Main Street Corridor Project.

With these accomplishments in hand, there is still much more work to be done. In 2021, the office will continue to pursue grants with a focused effort on obtaining resources that further Town strategic goals, while reacting swiftly to take advantage of unexpected opportunities and to respond to exigent conditions.

The office also facilitates the Town's legally compliant purchase of high-quality materials, equipment, and services at best value. Our graded approach to procurement formality prioritizes integrity, value, ease of use, and effectiveness. The office applies additional value-adding bidding and purchase processes when legally required or when justified by value-seeking opportunities.

The office encourages departments to utilize local, state and federal resources to acquire goods and services that leverage the collective buying power of many communities. These partnerships allow the Town to purchase higher quality goods at a lower price. Building and public works construction projects are publicly advertised to promote fair and open competition.

Priorities in 2021 will include evaluating purchasing strategies that further our efforts to maximize the value received for every dollar spent, documenting business processes, expanding on our commitment to transparency, and improving our ability to monitor and evaluate the Town's spending.

Key 2020 accomplishments include:

- The award of a FEMA AFG grant of \$350,000 for the purchase of portable radios for the Hopkinton and Ashland Fire Departments;
- The award of a \$3,00,000 MassWorks grant to support the construction of

the Main Street Corridor Project. This grant award was the result of tireless efforts from Town staff, the Town's project engineer, as well as the offices of Senator Spilka and Representative Dykema;

- The award of a \$200,000 Green Communities award to reduce the Town's carbon footprint and improve energy efficiency in Municipal and School buildings.

I would like to express my deep gratitude to all Town residents, volunteers and employees, both past and present, who make Hopkinton such an outstanding community.

Respectfully submitted,

Benjamin Sweeney, CPA
Town Accountant

HOPKINTON PUBLIC LIBRARY

The Hopkinton Public Library inspires exploration, discovery, and engagement as we enrich and strengthen the social network of our diverse community.

2020 Accomplishments and News

2020 began on a bright note, as we looked forward to celebrating the library's 125th birthday. Two projects funded by the Hopkinton Public Library Foundation came to fruition early in the year: we launched a new "Lucky Day" collection for high-demand books, and the Heritage Quilt on the lower level was beautifully framed to preserve and protect it for years to come.

Unfortunately, COVID-19 soon changed our plans dramatically. After an initial closure during which staff were still allowed to work from the building, all library employees - alongside our colleagues throughout the entire Town - worked from home from the end of March through the beginning of June. The library team pulled together admirably during this challenging time to find new ways of carrying out our work for the Town, whether that meant experimenting with virtual events, enhancing our social media presence, investing more time in purchasing downloadable books and audiobooks, launching special projects such as #HeartHopkinton, or pursuing professional development.

It was a relief to all when we were able to return to the building and begin preparations to re-start services. In late June, we began accepting returns again and allowed people to place holds and pick them up curbside. By mid-September, we were able to welcome the public back into the building on a limited basis to browse and check out materials. Staff were thrilled to see our patrons face-to-face again!

Our key accomplishments during the pandemic included:

- Collecting and organizing key information for the community, including curated lists of online resources for staying entertained, learning about COVID-19, and continuing students' learning from home.
- Planning and implementing curbside pickup services.
- Launching "quick picks" book bundles for children, teens, and adults.
- Implementing a new "chat-a-librarian" service through our website.
- Transitioning library programming to a virtual environment, including continuing to offer our popular storytimes, launching several new book clubs for teenagers, and providing diverse and relevant lectures and other events for adults.
- Redesigning the summer reading program to be entirely virtual. We are grateful to the Friends of the Library for supporting the cost of the BookPoints software.

- Starting "story walks" on the grassy area behind the library.
- Enabling patrons to print remotely (through our already-existing wireless printing software) and pick up their documents curbside.
- Creating a process to issue temporary library cards remotely, enabling new patrons to access the library's electronic resources while the building was closed.
- Enhancing community engagement through social media, including launching a YouTube channel and creating new Facebook groups where residents could interact.
- Rearranging the Children's Room for better patron experience and flow of people within the room, and improving signage.
- With funding from the Hopkinton Public Library Foundation, obtaining a 3-D printer and finding a volunteer to use the printer to create PPE. The printer will be used in the library after the pandemic is over.
- Launching the "#HeartHopkinton" project inviting others in town to post hearts and positive messages in their windows.
- Launching a survey to gather residents' experiences during the pandemic; responses will be archived in our Local History collections.
- Completing extensive professional development to build skills and knowledge that will improve staff efficacy.

In the midst of all of this uncertainty, the Library Trustees and Director decided to move ahead with strategic planning. The library retained a consultant, Ruth Kowal, and convened an 8-member Advisory Group including representatives of the Trustees, Foundation, and Friends, as well as community members. Four focus groups and a community survey were conducted to validate data previously collected in 2018. Based on the feedback from the community, new strategic priorities and a new mission statement were drafted and presented to the Trustees for initial feedback in late December. The new plan will be presented to the Trustees at their January 21, 2021 meeting and will be shared with the community after it is approved.

2020 brought several staffing changes. Substitutes Maureen Belger, Cathleen Dinsmore, and Michael Conboy all moved on to other opportunities during the year. Among the regularly scheduled staff, Donna Olafsen and Toni Alexander ended their time at the library in February, and Carol Le Suer resigned in May. We enjoyed the opportunity to work with these great colleagues, and they are missed!

Four new staff also began work in February 2020, as part of a previously-planned initiative to open on Sunday afternoons (unfortunately put on hold due to the pandemic and the freezing of other staffing vacancies). Senior Library Assistants Cailin Chenelle and Erin Bassler are new to the library, while Reference Librarian Ann Marie Speicher and Senior Library Assistant Kristen Webb were both previously employed as substitutes.

As always, we appreciate the support of the Friends of the Hopkinton Public Library, the Hopkinton Public Library Foundation, and the many donors past and present who have given to one of these groups or directly to the library to supplement funds from the

Town. Among other items, funding from these generous individuals and groups covers all costs related to running events, such as materials purchases or presenter fees; our annual membership in the C/W MARS consortium; and more than 50% of annual purchases for our collections, including all of our Adventure Passes. We are grateful for the generosity of our community, without which we could not have provided many of the services or resources we offered in 2020.

2021 Goals

The library will continue to support the Town's vision of being "a vibrant welcoming community [...] endowed with [...] programs that promote a well-educated and healthy community" that is "respectful of our past, engaged in our present, and actively preparing for our future." We will continue to support the Town's goals to "Foster a culture of respect, collaboration and communication among Hopkinton citizens using an array of innovative methods and new technologies to make bold forward thinking decisions on Town issues over the next ten years", "Actively build consensus for a citizen-focused, well managed, fiscally sound, open and fair town government", "Sustain and support an educational system of excellence", "Encourage public/private partnerships that revitalize and invigorate the downtown", "[...]build upon the town's history and cultural heritage, and treasure our beautiful and special places as they define our community identity and character", and "Improve access to information."

In 2021, we aim to:

- Continue to respond effectively to new circumstances arising from the COVID-19 pandemic, providing the highest level of services that staffing levels and safety concerns permit. Return to full in-building services when it is safe to do so.
- Finalize the Strategic Plan, share it with the whole community, and develop an FY22 Action Plan identifying specific steps to move the library forward in the coming fiscal year.
- Fill current vacancies as soon as Town finances permit, to ensure staffing resources are adequate to provide expected service levels in a sustainable manner.
- Plan new collections, such as materials in languages other than English and a "Library of Things", to meet the needs and interests of Hopkinton residents.
- Begin to host community-driven displays in the new display case.
- Add Sunday afternoon hours, if staffing levels and pandemic conditions permit.
- Continue to expand and diversify library programming for all ages.
- Continue to build and maintain strong relationships between the library and community and to increase collaboration with community members and groups.
- Continue to improve library publicity to reach more people more effectively.
- Continue an ongoing review and refresh of library policies and procedures to ensure that they are up to date and reflect new circumstances in the new building.

- Continue to identify opportunities for the Friends of the Hopkinton Public Library and the Hopkinton Public Library Foundation to fill their roles of effectively supporting library programs and services.
- Continue to identify ways to creatively streamline operations to accomplish as much as possible with available staffing.

2020 Metrics:

Many statistics that the library typically collects to measure use, such as foot traffic, hours open, computer use, and even circulation, were dramatically affected by COVID-19 closures and service reductions this year.

In 2020:

- The library building was open to the public for 770.5 hours and 23,638 people came through our doors in that time - on average, **one person enters the library approximately every two minutes** for every hour we are open.
- The library provided curbside services for 807.5 hours. **4,319 curbside pickup appointments** were made.
- **452 people became new library cardholders**. 295 (65%) were issued using our new online form for temporary cards. We had **10,601 total cardholders** as of December 31.
- We had a total of 58,262 items in our physical collection and 134,758 items in our downloadable collection as of June 30.
 - We **circulated 85,935 books, audiobooks, DVDs, CDs, magazines, and other items** - a 50% decrease from 2019, likely due to the building closure and the fact that patrons could not browse the collection for much of the year.
 - However, electronic materials were checked out much more: we **circulated 37,018 downloadable books, audiobooks, and magazines - a 53% increase over 2019**.
 - Our total circulation (physical and electronic) was 122,953, amounting to approximately **12 items circulated per cardholder**.
- Our event rooms were used 141 times by Town and community groups, and our quiet study rooms were used 530 times, in January, February, and March.
- We provided 816 public computer sessions from January-March, and helped 175 people with computer questions. Our website was visited 65,065 times over the course of the year.
- **Library staff answered 3,632 reference questions** in person and via phone, e-mail, chat, and social media. **Even though the building was physically closed for most of the year, we answered 11% more questions in 2020 than in 2019.**
- We offered **375 events - both physical and virtual** - for children, teens, and adults, with a total of **17,217 people attending**. Although we offered nearly 20% fewer events in 2020, the ease of virtual participation resulted in a 111% increase in program attendance over 2019.

- From January through March, volunteers contributed 106.5 hours to shelve materials, run events, and complete other small tasks.

Although it is impossible to entirely capture the priceless impact of the library on the Hopkinton community in quantitative terms, based on our use statistics, **we estimate that the library returned more than \$2.1 million in value to the community** in calendar year 2020.

Respectfully submitted,
Heather Backman
Library Director



A message for the Town while the library was closed in spring 2020



The #HeartHopkinton project encouraged residents and businesses to put hearts and positive messages in their windows



One resident expressed their appreciation for our online services while the building was closed due to COVID-19



Children's Librarian Mrs. C. says goodbye after a virtual storytime



Mrs. C. encouraged young patrons to get cozy in a reading fort while staying safe at home



We look forward to debuting the new play area in the rearranged Children's Room when the pandemic is over!



The Heritage Quilt was beautifully framed and re-hung behind the Reference Desk, thanks to the Hopkinton Public Library Foundation



A new display case, custom-built by John Foster, was installed thanks to the Friends of the Hopkinton Public Library and the Middlesex Bank Charitable Foundation



Even Gracie and Kaboom, our reading therapy dogs, wear their masks!



Staff decorated sidewalks around the library for the HHS Diversity Club's "Chalk About Change"



Legends & Lore

Tales from around the globe

Presented By:

The Hopkinton Public Library Adult Department



Library staff ran online events for all ages, including the "Legends and Lore" storytelling series

HOPKINTON PUBLIC LIBRARY BOARD OF TRUSTEES

The Hopkinton Public Library's Board of Trustees is a five-member elected board responsible for overseeing the library for the benefit of the community. Working closely with the Library Director, members are responsible for establishing library policies and plans, assisting the Director in finalizing the budget, strategic planning, goals and objectives, and conducting public relations. The board meets at the Hopkinton Public Library at 7:00 pm on the third Thursday of each month, from September through June, and other times as needed. All meetings conform to the Open Meeting Law, and are posted with the town.

2020 started on a high note with plans to celebrate the library's 125th anniversary. At a joint meeting with representatives from the Friends of the Library and the Hopkinton Public Library Foundation, we tentatively planned for the Trustees to host a reception in October 2020 to commemorate the anniversary of the opening of the new library as well as the 125th anniversary of the library. There were many other thoughts for events for each group to host throughout the year.

Alas, this was not to be. After our February meeting, where we discussed further plans for the anniversary, plans for participation in Hopkinton 101 in March, and the ongoing Strategic Planning, Coronavirus made its presence known in Massachusetts. By the time of our March meeting, Governor Baker had ordered a shutdown of business, including libraries.

Trustee meetings were put on hold, and it wasn't until July that we resumed with Zoom meetings. During the intervening months, the Library Director was in contact with the Trustees, keeping us informed of plans to continue offering services to our patrons.

The town election brought the Trustees two new members, Meena Kaushik and Jessica McCaffrey. Both are enthusiastic and engaged contributors to the Board of Trustees. Also with that election, we said goodbye to two long term members. June Harris and Margie Wiggin decided to concentrate on other aspects of their careers. Although we will miss their insights, contributions, and enthusiasm, the Board wishes them well.

When the Board was finally able to meet via Zoom, we held a meeting in July. Heather Backman outlined the library's response to Covid restrictions. The staff worked from home very efficiently until allowed to return to the library building in June. There were several innovations that allowed patrons to access collections. In addition to increased digital offerings, a very popular option was (and still is) curbside pickup.

In September, the Trustees invited Hopkinton Public Health Nurse Kasey Mauro to our Zoom meeting. She reviewed the town's Covid procedures and answered Trustees' questions on the topic. At the meeting Heather also presented procedures for the limited reopening of the library on September 18, 2020.

In October, Heather reported that the reopening has been a huge success, although curbside pickup and digital materials still remain popular.

A major focus of the Fall has been the hiring of Strategic Planning Consultant Ruth Kowal (Thank you Foundation for funding her hiring!). The Strategic Plan is progressing, with focus groups, a community survey, and an advisory committee. Heather and Ruth provided updates on their findings and a tentative outline of the plan at our meeting in late December. The Board anticipates approving the final draft at our January meeting.

A focus for the Board looking forward to 2021 is for increased Board Development. The Trustees feel that we are in a place, 10 years in from the formation of the public board, to further advance our goals. To that end, Heather Backman and Susan Porter attended a Zoom meeting with Maura Deedy and Robert Favini from the Massachusetts Board of Library Commissioners in order to brainstorm board development ideas. We came back from that meeting with a wealth of ideas to sort into a development plan tailored to our needs and situation. Susan Porter also attended the (Zoom) Annual Meeting for the Massachusetts Library Trustees Association, and, again, gained much insight into board development. An especially helpful event was guest speaker Sally Garner Reed, the former Director of United for Libraries. All of these ideas will be presented to the board for their consideration at meetings in early 2021.

Overall, in spite of extremely difficult circumstances for us and the entire world, the Trustees had a successful year, with plans to further the board's impact and interaction with the library and the citizens of Hopkinton.

Respectfully submitted by:

Susan Porter - Chairperson

Janice Barry

Meena Kaushik

Jessica McCaffrey

Stan Pulnik



HOPKINTON PUBLIC SAFETY COMMUNICATIONS

Metrics:

Total Incidents Logged	14,274
Calls Received via the 911 System	2,995
911 Emergency Calls Received	2752
911 Calls from Cellular Phones	65%
911 Calls from Landline Phones	35%
Total Abandoned 911 Calls	173
Average Answer Time	4 seconds
Average Call Duration	2 minutes, 1 second

The purpose of the Hopkinton Public Safety Communications Department is to be the vital link between the community and public safety responders. The dispatchers work tirelessly behind the scenes to help make Hopkinton a safe community.

2020 was a year that posed many challenges and a year some will want to forget. Despite the challenges that we were faced with, when the year ended I looked back and I am proud of how we persisted through and came out on top. In this line of work, we adapt and overcome situations presented to us. In March, when the pandemic hit, this was one of those moments we've spent years preparing for not realizing it at the time. In the beginning, it was a bit chaotic with so many unknowns and new information arriving by the day and sometimes by the *minute*. The Communications Team dealt with each twist and turn as it was presented to them. They knew this was a time where they needed to come together and do what they needed to for their teammates, their co-workers, their families, and the community as a whole. There were many struggles over the months, at times it was really tough, but they mustered through and came out on top, and I am extremely proud of each and every one of them.

Over the course of the year, in collaboration with the IT Director, we have been working through an upgrade to our current public safety records management software. It was determined that the time had come to retire the outdated software we had been using and we were informed that it was reaching its end of life and soon would no longer be supported. After seeing many software company's software demonstrations, we made our selection; Pro Phoenix: Next Generation Public Safety Software. Most of the year was spent working with our Pro Phoenix Project Manager to learn the system, build the database and begin training some employees that will train the rest of the staff.

In October, assisted by funding from the State 911 Department's Support and Incentive Grant, we replaced our dispatch consoles. Our old consoles were 16 years old, broken, and in dire need of replacement. We were able to replace the two existing workstations that are used every day 24-hours a day as well as add a third workstation. We had a cubicle in the room that acted as a third workstation, however, it did not have the tools needed for a dispatcher to work successfully. The third workstation is used when we need to call a third dispatcher in to help with call volume, such as during a sudden wind

and rain storm. Adding the third workstation will allow us to duplicate the workstations used every day allowing the third dispatcher to be much more valuable to the incident. The future may need a third dispatcher on a shift, or during certain hours of the day, we are now ready for that expansion and could make it all happen in a very short amount of time.

Unfortunately, due to the pandemic, we were not able to establish a community outreach program. We are hopeful that by the end of 2021, if the pandemic subsides, we will be able to start a program. Stay tuned!

We did have some staffing changes over the course of 2020. Full time dispatchers Cynthia Valovcin and Braedyn Luiz and part time dispatchers Claudia Rodas and Brittany Firth resigned from their positions. Brittney Firth didn't go far though, we now work alongside her as she begins her career as a police officer with the Hopkinton Police Department. We filled the full-time vacancies with Brittney Remillard and Robert Savolt. Dispatcher Remillard transitioned to full time from her part time position with us. She has also been a dispatcher with another agency full time prior to her status transition with us. Robert Savolt came to us with five years of experience from another agency. Along with his experience, he brings fresh ideas and value to our team. In November Carmen Cifuentes was hired as a part time dispatcher. She is well on her way through her onboarding process and has been completing the on the job training with her Communications Training Officer, Dispatcher Nicole Corsi.

Full Time Communications Staff:

Evan Brooks	13 years of service*, 15 years total
Nicole Corsi	5 years of service*, 6 years total
Brenda Stanley	3 years of service
Kevin Riess	3 years of service
Farai Sithole	3 years of service
Kiley Davis	3 years of service
Brittney Remillard	6 months of service*, 2 years total
Robert Savolt	5 months of service

Part Time Communications Staff:

Steven Iadarola	20 years of service*, 24 years total
Jane Rathburn-Goodman	14 years of service*, 29 years total
Benjamin Campbell	4 years of service
Ryan Reilly	3 years of service
Carmen Cifuentes	Currently in onboarding process

*Denotes years of service in their current role. They have worked in other capacities (full time or part time dispatchers and auxiliary police) prior to their current role or they may have left employment and returned.

In order to help shape Hopkinton as a well-educated, healthy and safe community the 2021 goals of the Communications Department are:

- To fully implement Pro Phoenix software
- Develop a plan for a replacement project for the Town's public safety radio infrastructure
- Establish a community outreach program

We have continued to build relationships and work closely with many other Town departments. The residents that we have interacted with this year have been incredibly supportive of our team. The businesses in Town have gone above and beyond to show support to all Public Safety personnel and we are grateful for that. During what has been the most difficult year of my career, the resilience shown by the Communications Team has made me extremely proud of them. They continue to be strong, professional "voices" behind the scenes. Our department continues to grow and flourish, all because of the support received from the community and our fellow Town employees.

Respectfully submitted,

Meaghan L. DeRaad
Communications Director



Dispatcher Brittney Remillard (left) and
Dispatcher Kiley Davis (right)

Dispatcher Evan Brooks with Officer Stickney with the Toys for Tots representatives. The police station lobby has been a drop off location for Toys for Tots for many years. Every year this program has been a tremendous success with heaps of toys piled in our lobby, in and *around* the collection box.

Console Replacement Project



Communications Center before

Temporary dispatch area: To start the project we had to relocate the dispatchers so that they could continue to process calls while the construction was occurring. All the equipment that was at their workstations was moved to this temporary area. They operated out of this temporary area for a week while the old workstations were removed and the new workstations were installed.





Above: Mid-teardown of the old workstations.



Right: Old workstations have been removed. Underfloor wiring was reorganized to prepare for the new consoles. Broken floor tiles were removed and replaced. All floor tiles were reassembled and prepped for the new workstations.

New workstations installation complete and ready to move the communications equipment back in.

A coordinated effort of the IT Department, State 911 Department personnel, our radio system vendor, electricians, console vendors and Communications staff were put into this project from start to finish.





Completion of the remodel. All of the equipment has been moved back and Dispatcher Corsi (back to camera) and Dispatcher Davis (furthest away) sit down to be the first to work at the new workstations.

SCHOOL DEPARTMENT

SCHOOL COMMITTEE

Let me start off this entry with a very big THANK YOU to the entire Hopkinton community for your support and engagement in the success of our students this year. Without the collaboration and dedication of all residents and employees of the town of Hopkinton, our students would not have been able to accomplish the academic or social/emotional growth we've seen, even in the midst of the pandemic. To anyone working in Hopkinton Public Schools, Public Health, Youth & Family Services, Public Safety, Public Works, and many other town departments, the link between your work and student success may seem clear, and we are ever-grateful for our town-wide collaboration. A note of special thanks goes to our incredible teachers, nurses, and administrators, who have been unwavering and tireless in their commitment to our students, exhibiting unbelievable agility and resilience no matter what the challenge. In addition, this year in particular, we must also recognize all of those generous residents who, perhaps unknowingly, lent critical support to our students and families. Maybe you donated to, or volunteered with, Project Just Because to feed our families. Maybe you made masks in fun patterns that kids were excited to wear. Maybe you virtually attended or watched more School Committee meetings than ever before and sent emails, suggestions, or comments to better inform our work. Maybe you lined our streets and cheered our graduates in our first-ever graduation road rally. Maybe you showed up at our first-ever outdoor Town Meeting and voted on a school budget that was able to keep our teachers and staff employed, make our schools safe, and keep all of our kids learning. Or, maybe you were a caregiver juggling seemingly impossible competing demands of work and family and financial pressure, yet somehow you found a way to support and enable hybrid or elected-remote learning for your children. Whatever your role, please know the Hopkinton School Committee is grateful to serve in a community so dedicated to student wellness, growth, and achievement.

School Committee At-A-Glance

Hopkinton School Committee is comprised of five volunteer members, each serving a three-year term. This year in June we thanked our members Jenn Devlin and Meena Bharath for their dedicated service during terms marked by unprecedented enrollment growth and community diversification, while in July we welcomed new members Lya Battle-Rafferty and Joe Markey to our ranks. Throughout the year we held over fifty public meetings and executive sessions. The work we do as a Committee covers the following areas (see Policy BBA, adopted this year):

- **Legislation/policymaking.** Developing policy as a guide for administrative action and for employing a Superintendent who will implement its policies.
- **Appraisal.** Evaluating the effectiveness of its policies and their implementation.
- **Provision of financial resources.** Adopting a budget that enables the school district to carry out the Committee's policies.
- **Public relations.** Providing adequate and direct means for keeping residents informed about the schools and for keeping itself informed about needs and wishes of the public.

- **Educational planning and evaluation.** Establishing educational goals and policies that will guide the Committee and staff
- **Personnel matters.** Primarily hiring and evaluating the Superintendent and negotiating agreements with several collective bargaining units.

Accomplishment Highlights: Legislative Work

On an ongoing basis, the School Committee reviews and revises education-related policies to ensure alignment with Massachusetts General Law and to reflect the current district practices and values. In 2020, in addition to our ongoing policy management, the School Committee voted to approve a pandemic district Reopening Plan that provided in-person learning for all students in hybrid mode, daily in-person learning for students with high needs, and a fully-remote option for families upon request. As of this writing, Hopkinton is proud to boast:

- **Provisions in our reopening plan have maintained student and staff safety**
- **Hopkinton has been able to keep doors open** while many other districts have seen prolonged periods of fully-remote learning.
- **All Hopkinton students have largely been able to learn from Hopkinton teachers** using our thoughtfully-designed Hopkinton curriculum, while other districts may have outsourced remote instruction or relied more heavily on virtual asynchronous classes.

To complement our reopening plan, Hopkinton School Committee crafted and passed the first-in-the-state Policy on Virtual Education, which establishes provisions to protect the privacy and intellectual property of all students and staff participating in any form of school-sponsored virtual learning. This policy, IHBHE, has been requested by the Massachusetts Association of School Committees (MASC) for review and possible inclusion in the statewide reference policy manual, and provides an important foundation for safe and effective digital learning.

Another important policy statement adopted by the School Committee this year was the MASC Anti-Racism Resolution, a pledge to eradicate racist practices and to ensure diversity, equity, and inclusion are embedded and practiced for our students, families, faculty, and staff.

Accomplishment Highlights: Provision of Financial Resources

This year began amidst an ever-changing budget season. Not only did our FY21 budget include significant accumulated teacher and staff additions needed to address our expanding enrollment, it also came at a time when state funding was uncertain and unexpected pandemic expenses were threatening resources. Thanks to careful resource management, utilization of all available grant monies, reduction in expenses wherever possible, and better-than-feared state funding, we were ultimately able to bring a budget of \$51,206,402 to Annual Town Meeting. This 6.6% increase was overwhelmingly supported by voters and enabled us to run our schools safely and effectively this year. At a time of fiscal uncertainty, the School Committee, like other town departments, deferred any requests for new capital spending.

Accomplishment Highlights: Public Relations

With all its challenges, 2020 has proven to be a valuable year for generating community interaction with, and involvement in, our work. We are indebted to HCAM for their constant support, particularly during this year of virtual meetings. As a Committee, we held a reopening public forum with record-breaking participation, held numerous day and evening Zoom office hours to hear community concerns, and collected and posted reopening FAQs on our website. We are committed to being accessible to community members and work hard to thoughtfully respond to emails received. We utilize our webpage on the school website to post official information including meeting dates, agendas and minutes, current and prior year budget presentations, and other important information, and this year we have adopted a practice of emailing our meeting notice and agenda highlights on the day before a meeting as well as an “Actions Taken” document on the day after a meeting. Please continue to provide feedback and thoughts related to our work via email to hpsschoolcommittee@hopkinton.k12.ma.us.

In addition to connecting directly with the community, members also engage in subcommittee work and serve as liaisons to other town organizations. Among our many assignments, we have members serving on the Growth Study Committee, the Bridge Subcommittee, the Hopkinton Freedom Team, the HOP Coalition, the Reopening Advisory Committee, the Turf Fields Committee, and the Marathon School Building Committee, to name a few.

Accomplishment Highlights: Personnel Matters

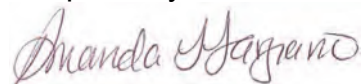
The School Committee is pleased to announce that we have secured a five-year successor agreement with our Superintendent Dr. Carol Cavanaugh. Over her time as superintendent, Dr. Cavanaugh has produced and maintained exceptionally high outcomes for our students and our district, resulting in Hopkinton continually earning the highest rankings among public schools in Massachusetts. She has focused on diversity and inclusion from day one, maintained an emphasis on mental health and wellness, and committed always to fiscal responsibility with a consistently and remarkably lower-than-average district per pupil expenditure. During the pandemic, Dr. Cavanaugh exhibited tireless and effective leadership, and spent countless hours listening and responding to individual family concerns. With her exceptional professionalism, her extensive experience, and her unflappable demeanor, we are certain Dr. Cavanaugh will provide the constancy and expertise needed to address the monumental challenges Hopkinton faces in enrollment growth, pandemic recovery, social equity and inclusion, and economic uncertainty.

On the Horizon

As we look ahead, the Hopkinton School Committee will continue to support the district 2019-2022 Strategic Priorities, which can be found on our website and which include: 1)planning for enrollment growth, 2)valuing individual pathways and wellness, 3)building school communities of collaboration, 4)supporting diversity, and 5)building communication and stakeholder partnerships. We continue to monitor student outcomes through regular reports provided by the superintendent, and we look forward to 2021 when we hope our entire school community can be reunited in person. We know that

guiding the district through full reopening and pandemic recovery will dominate the work in 2021, and we are eager to engage in the challenges ahead.

Respectfully submitted,



Amanda Fargiano (Chair)

Nancy Richards-Cavanaugh (Vice Chair)

Lya Batlle-Rafferty (Member)

Meg Tyler (Member)

Joe Markey (Member)

SUPERINTENDENT OF SCHOOLS

On the evening of March 10, 2020, the Hopkinton School Committee and Select Board held an emergency meeting in the Hopkinton Town Hall, informed by the Hopkinton Public Health Officials. The question: Should we close school for one day or three days to conduct a deep cleaning of the Hopkinton Public Schools because of a district exposure to the SARS-CoV-2 virus. The closure that began on Wednesday, March 11, 2020 would continue through the end of the school year, due to the COVID-19 Pandemic.

Prior to March, the 2019-2020 school year was otherwise on track to be markedly successful. On December 9, 2019, at a Special Town Meeting, the town overwhelmingly supported a brick-and-mortar six-classroom addition to Hopkinton High School as well as modular four-classroom, two-story additions to both Hopkins and Elmwood. These additions would house increased numbers of students in the Hopkinton Public Schools. While the schools planned to begin with approximately 3,450 students in August of 2018, the total student enrollment on opening day was 3,721. As of October 1, 2019--just one year later--the School District reported to the Department of Elementary and Secondary Education (DESE) a total student enrollment of 3,893, without counting Hopkinton's vocational, homeschooled, and charter school students. Clearly student enrollment continued to be on the rise.

In 2019-2020, in collaboration with other town departments, elected officials, and town boards, the school district worked to gain approval of a \$48,044,950 budget at the May 2019 Annual Town Meeting.

In planning that budget, the School District aligned spending with the School Committee's Strategic Plan, the needs of students in our classrooms, and key initiatives identified in each building's School Improvement Plan. Central office administrators, building principals, and other department heads conducted a multi-step, rigorous review of the budget. These district leaders articulated budget priorities in a transparent, data-driven manner while maintaining and promoting a PK-12 vision of instructional excellence. Our administrators and district leaders must be commended for their collaborative efforts and focus on continuous improvement.

The FY20 budget accomplished the following goals:

- Maintained Hopkinton's exceptional academic and extracurricular programs
- Offered curriculum and instruction that meet the needs of ALL learners
- Added teachers and support staff to accommodate increases in student population
- Ensured that school facilities support maximal growth for all children
- Supported student safety measures
- Continued to build technology programming
- Buttressed the School Improvement Plans

Personnel increases included in this budget, in addition to teaching positions, were largely related to the growth in the district, especially as that growth impacted non-instructional district departments such as building and grounds, nursing, or human resources.

In addition to the general budget, Town Meeting also supported the following capital articles related to the school district. The May 2019 town meeting approved the following FY20 capital articles:

Wetlands Order of Conditions	\$ 40,000
Roof Engineering	\$ 100,000
Kitchen equipment	\$ 24,200
Data center replacement	\$ 205,000
School capacity study	\$ 50,000
Districtwide facility improvements	\$ 170,000
Boiler replacement middle school	\$ 160,000
Special education van	\$ 26,000

Unfortunately, in the midst of a global pandemic, these capital items were frozen by the town.

As noted in the narrative above, the December 2019 special town meeting approved the following capital requests, which did come to fruition:

- \$500,000 for feasibility, design, and engineering for a six-classroom addition to Hopkinton High School
- \$4,500,000 for six classroom addition to Hopkinton High School
- \$2,000,000 for four classroom modular addition to the Elmwood School
- \$3,000,000 for four classroom modular additions to the Hopkins Elementary school.

At the time of the writing of this 2020 report, the community remains in the clutches of the SARS-CoV-2 or COVID-19 pandemic. Nevertheless, we are hopeful for a vaccine that will ensure herd immunity and the public safety that will enable the Hopkinton Public Schools to reopen full-time for all students.

I am pleased to continue in the role of Superintendent of the Hopkinton Public Schools. I pledge to put children first--always--and to maintain the highest standards for teaching and learning as well as for the development of the whole child.

Respectfully submitted,

Carol Ann Cavanaugh, PhD
Superintendent of Schools

MARATHON ELEMENTARY SCHOOL

Proudly located at 129 Hayden Rowe Street, Marathon Elementary School provides high-quality early childhood education for Hopkinton's youngest learners, preschool - first grade. In September 2019, Marathon had a K/1 enrollment of 563: 294 first graders, 269 kindergarten students, and 80 preschoolers. The 2019-2020 school year began as a typical year with the excitement of welcoming new students, staff, and families to our school, many to Hopkinton. The visual arts program was expanded to provide kindergarten students with art class, a wonderful addition to their educational programming.

The essential focus at our level continues to be meeting the needs of all learners and supporting the whole child in a proactive manner, establishing a strong foundation for all students. An excellent Early Childhood program is critical in providing students with a successful beginning at school. Continuous improvement is intrinsic to our educational programming. As we build upon previous learnings and current research for both students and staff, our ability to meet the needs of all improves. During professional development opportunities, building based meetings, and weekly Professional Learning Community meetings (PLCs), staff regularly review and revise curricula, assessments, and instructional practices. Teacher collaboration positively impacts student growth and facilitates adjustment to instructional practices. Curriculum Teacher Leaders (CTLs) in the areas of English Language Arts, Math, Science, and History/Social Science, alongside an Elementary English Language Arts Coordinator and an Elementary Math Coach, support the alignment of Hopkinton's curriculum to state standards and ensure grade level consistency.

School Improvement Plan (SIP) goals align with the District Strategic Plan. This focus is on student growth, the adjustment to practice, and the creation of a respectful school environment. Grant work facilitates our improvement in two key areas: robust language rich environments and positive behavior supports. Teams of educators are participating in this grant work alongside colleagues from Elmwood and Hopkins, which promotes improvement within as well as alignment between the elementary schools.

In June of 2020, first grade teacher Heidi Cullen, Reading Specialist Nina Farquharson, paraprofessionals Colette Ferguson and Michelle Naughton, and school nurse Maureen

Burns retired. Collectively, these educators dedicated over 100 years to teach Hopkinton students. Each left an indelible mark that spanned generations. We wish these educators well as they begin a new chapter in life.

New staff joined Marathon in 2020: kindergarten teachers Christina Gadson, Katherine Jensen, and Danielle Watkins; nurse Candace Burnell, intensive special needs teacher Kim Roy; speech and language pathologist Kayla Kirk, preschool teacher Logan Schurer, psychologist Sheila Diestel, ELA tutor Natalie Ericson, and paraprofessionals Brad Bacon, Patricia Black, Dhayna Fajardo, Cynthia Kelly, Tara Lyons, Taylor Parenteau, Brenda Raia, Nicole Rousseau, and Deborah Shields.



We are fortunate to have strong community groups that support Marathon Elementary School in an ongoing manner. The Hopkinton Parent Teacher Organization (HPTO) sponsored a variety of enrichment activities, including performances by storyteller Len Cabral, character education singer Johnny the K, and a hands-on science experience facilitated by the Discovery Museum. In the photo to the left, first graders learned about the origin of sound: how it is made from vibration and how different speeds of vibration make

different sounds. The students used tuning forks and listened to the sounds they made when banged on different materials as they watched the splash as the vibrations hit the water.

The Hopkinton Education Foundation (HEF) supported “Active Math,” a grant written by Marathon Math Tutor, Sandy Maynard. Active Math strengthens foundational math skills through physical activity for early learners. Stencils that are designed to build number sense, including fact fluency, skip counting, connecting quantity to numerals, comparing numbers, and sequencing numbers, were purchased and painted on the blacktop to reinforce K-1 numeracy activities. This project brings academic learning outside to the playground.

While the school year began as a typical year, the global pandemic certainly changed how the year ended. The pursuit of continuous improvement remained at the forefront of schooling while not physically in the school building. Staff collaboration to provide consistent lessons across classes and the family support at home was essential as we all adjusted to a new way of teaching and learning. We ended the school year with a socially distant car parade that provided an opportunity to celebrate the accomplishments of this unprecedented year.

We are grateful to be in the supportive Hopkinton community.

Respectfully submitted,
Lauren Dubeau, Principal



ELMWOOD SCHOOL

Elmwood School consists of all second and third-grade students attending Hopkinton Public Schools. As of October 2019, 560 students were enrolled at Elmwood School. This was an increase of seven students from the 2018-19 year. A second-grade class was added for a total of twelve second-grade classrooms with 256 second-grade students and a third-grade classroom was added for a total of thirteen third-grade classrooms and a total of 304 third-grade students. Class sizes in both grades averaged 21-23 students per class.

In the spring of the 2019-20 school year, five teachers were hired in a fully virtual interview format, due to the Coronavirus pandemic. Christin McCarthy, Caroline Even, and Rachel Morrison were hired as second-grade teachers, rounding out the fourteen teacher team. Keryn Thorvaldsen and Natalie Cresci were hired as third-grade teachers, completing the thirteen teacher team. Gregory Romanko was hired as a part-time Wellness Teacher. These positions were added due to our growing student enrollment as well as vacancies from retirement and unexpected vacancies. We are excited to welcome so many enthusiastic professionals to share in our mission to learn, create, and achieve together. Their commitment to teaching and learning along with their collective experience and a shared passion for the work made them obvious choices for Elmwood School. Each had experience with remote teaching and learning as well. Due to the pandemic and the state lockdown in the spring, this became a needed skill not previously considered.

The Massachusetts Department of Elementary and Secondary Education did not issue school, district, or state accountability determinations for the 2019-2020 school year due to the cancellation of state assessments and school closures related to COVID-19.

However, according to State data, Elmwood School scored in the top percentiles on Spring 2019 MCAS tests in both ELA and Math. This ranking is due to the hard work of Marathon and Elmwood School teachers who continue to focus on effective, high-quality instruction to meet the needs of all students. Professional Learning Communities continue to focus their attention on planning rigorous standards-based lessons and assessments to meet the needs of remote and in-person learning. The primary focus of Professional Development opportunities for classroom teachers during 2019-20 continued to be Literacy Instruction and Social-Emotional Learning.

Curriculum Team Leaders (CTLs) for each grade level in English Language Arts, Math, Social Studies and Science continue to reflect on and adjust curriculum maps at each grade level to support student growth, teacher adjustment to practice and the creation of a respectful school environment. The maps also serve to provide essential alignment between the three elementary schools. Curriculum Team Leaders took the lead in many professional learning community meetings throughout the 2019-20 school year and facilitated professional collaboration among grade-level staff.

Elmwood began to implement PBIS or Positive Behavior Intervention and Supports this year. PBIS is a set of ideas and tools that schools use to improve the behavior of students through proactive teaching of expectations, modeling, and rewarding positive behaviors. Teachers continue to implement Responsive Classroom practices during morning meetings and throughout the day while making the shift toward PBIS. A newly created PBIS Team, consisting of teachers, learning specialists, paraprofessionals, administrators and parent representatives, participated in training in order to learn the best ways to expand their knowledge of this positive approach which has resulted in consistent practices and a common language across elementary schools and the district.

Elmwood School continued to benefit from the support of the HPTO who organized and supported many wonderful activities at Elmwood School. We enjoyed two school-wide book fairs this year. The HPTA also sponsored the costs of third grade Techsploration, Michael LaFosse-the Origami Guy, and The Boston Tea Party, throughout the school year. Second graders enjoyed The Discovery Museum and a Potato Hill Poetry experience, also funded by the HPTO. All students at Elmwood School benefited from a year-long subscription to Scholastic News for the third consecutive year.

Spring 2020 brought many challenges to schools, teachers, children and families. Due to new restrictions and guidelines imposed on schools during the COVID19 pandemic, each had to adapt to a new way of teaching and learning. Students and teachers at Elmwood persevered through these challenges and found unexpected ways to successfully teach/learn remotely during a pandemic. It is due to the incredible patience, perseverance and commitment of the Elmwood staff, that students continued to learn and grow. Mr. Dimen, Dr. Cavanaugh, Mrs. Parson, the Hopkinton School Committee, Families and the Elmwood School Community at large each contributed to Elmwood's success in large and small ways.

Respectfully submitted by,
Anne M. Carver, Principal
January 21, 2021

EDWARD HOPKINS SCHOOL

Hopkins School began the 2019-2020 school year by welcoming 575 students to school on August 28, 2019. Hopkins' total enrollment represented 288 fourth graders and 287 fifth graders. Hopkins School operated with 24 classrooms of students, making the average class size approximately 24 students per classroom. In addition to core instruction in Reading, Writing, Math, Science, and Social Studies, students participated in a well-rounded offering of Physical Education, Health, Art, General Music, and Library while at Hopkins School.

There were a number of faculty and staff changes during the 2019-2020 school year as a result of resignations, moves and programmatic changes from the previous year. Mrs. Vanessa Bilello began her fourth year as the Principal of Hopkins School after serving as the Assistant Principal for two years, and Ms. Julie Babson continued as the Assistant Principal. Mrs. Pamela Pendleton, a long-time classroom teacher retired in October. Mrs. Marie Clark switched roles from Learning Specialist to classroom teacher and Mrs. Rachel Coleman was hired as a grade 4 classroom teacher. Mrs. Melissa Walkowicz was hired for the role of grade 5 classroom teacher. There were numerous changes in the role of paraprofessional: Ms. Teresa Ballan and Mrs. Kathy Grosso were both hired as Special Education paraprofessionals, Ms. Becky Finizio, Ms. Jonele Blanchard, Ms. Devon Savlon and Mrs. Michelle Corliss assumed the role of General Education paraprofessional, and Mrs. Kristin O'Connor, Ms. Chrissy Valarioti and Mrs. Mary Mann all were hired as ABA technicians. Mrs. Mickey Selman became the school head cook with the retirement of Mrs. Fran Santucci. Mrs. Santucci and Mrs. Pendleton's service to the students of Hopkinton over many years is appreciated and they will be missed by the entire school community.

Analysis of curriculum, instruction, and assessment was the focus of grade level and faculty meetings. Major areas of focus were implementation of the new 2018 MA Social Studies Frameworks, as well as continued improvements to our math instruction using Eureka Math curriculum resources. Another focus for staff professional development focused on literacy, including the continued school adoption of the SRSD (Self-Regulated Strategy Development), as well work focused on improvement of guided reading instruction. Hopkins began implementing multiple components of the newly published Fountas and Pinnell Classroom™ Resources, including Interactive Read Alouds, Reading MiniLessons, Guided Reading and Book Clubs. F&P Classroom is a cohesive system for high-quality classroom-based literacy instruction, utilizing a wide variety of texts, reflecting a global perspective and emphasizing a diverse collection of titles, themes and genres.

Teachers strived to make data-driven and evidence-based decisions in order to improve

student outcomes. Data points included results from the 2019 Massachusetts Curriculum Assessment (MCAS), STAR Math and Reading, the Benchmark Assessment System (BAS), the QRI Reading assessment and classroom-based assessments such as math unit tests and writing samples. The results of these assessments helped inform teachers' instructional decisions and determined which interventions, extensions, and supports might be necessary for students to make expected growth and progress.

Morning Meetings, consistent teacher language, and an emphasis on character education are ways in which Hopkins School maintained a respectful school and classroom community. Continued use of the Responsive Classroom (RC) approach to education could be seen throughout Hopkins, along with implementation of PBIS (Positive Behavioral Intervention Systems). The significance of each student and recognizing our similarities, strengths, and differences were key in creating an environment conducive to learning and growth.

The Hopkins School Council met throughout the year. The Council reviewed budgetary proposals, programmatic changes, and provided guidance on the School Improvement Plan (SIP). The SIP was aligned to the District Strategic Plan. The Council members included parent representatives for the 4th grade level, Ms. Swathi Subramanian, Ms. Praveena Tenneti, Ms. Christine Chapman; parent representatives for the 5th grade level, Ms. Amanda Robichaud, Mr. Dave Turner; community representative, Ms. Dawn Ronan; and faculty representatives, Mrs. Vanessa Bilello, Mrs. Rachel Siegel, Ms. Carly Audet, Ms. Maribeth Tremblay, and Ms. Lauren Pardee.

Strong community support continued to be evident at the Hopkins School during the 2019-2020 school year. The Hopkinton Parent Teacher Association (HPTA) continued its efforts to support students and teachers by volunteering and fundraising on behalf of Hopkins' students. Fundraising supported enrichment programs, such as math based-Origamido lessons and Understanding our Difference. Additionally, the Hopkinton Education Foundation (HEF) awarded Hopkins staff with a grant to support their innovative work with students.

Unfortunately, the COVID-19 pandemic hit Hopkinton in March, 2020, forcing HPS to go remote for the remainder of the school year. Hopkins' educators worked tirelessly throughout the spring to "pivot" their instruction to a full remote model, utilizing our Google Classroom learning platform and Zoom teleconferencing to meet with their students. Though this transition to remote learning had significant impacts on our learning model for the remainder of the spring, Hopkins was able to continue practices to connect with students and celebrate achievements, like ongoing Principal's Cabinet meetings to recognize students exhibiting school Core Values, as well as end-of-year celebrations like Hopkins' grade level parades and Zoom parties with teachers and staff.

Improving and maintaining the quality of the Hopkins School experience for our 4th and 5th graders would be an impossible endeavor without the support of the community, District Administration, parents, and teachers. In summary, the success of the 2019-

2020 school year was due to the efforts of many individuals working to ‘learn, create, and achieve together.’

HOPKINTON MIDDLE SCHOOL

Enrollment at Hopkinton Middle School for the 2019-2020 school year was 861: an increase of 13 students from 2018-2019.

Our work as a school community, as always, was guided by our School Improvement Plan. The HMS School Council meets regularly to discuss the strengths and areas for growth of our school, eventually resulting in our annual School Improvement Plan. Many thanks to the School Council Members who shaped our 2020-2021 School Improvement Plan: Ann Benbenek, Assistant Principal; Mande Lape, Assistant Principal; Rebecca Abate and Shannon Oles, Grade 8 Teachers; Jane Sherwill, Grade 7 Teacher; Community Member: Alexis Miller; Parents: Lee Burns, Allison Murphy and Christina Perlov. Grade 8 students Ruggere Vitoria, Reese Interrante and Nate Schneider were selected to comprise this important group, offering important insights and perspective that led to an informed set of goals focused on: 1) addressing building and personnel needs due to enrollment, 2) advancing and embracing diversity, and 3) fostering student engagement.

Our Student Advisory, composed of representatives from each grade level, met with Mr. Keller, Mrs. Benbenek, and Mrs. Lape on a regular basis. Their responsibilities included making improvements to our school grounds, enhancing our school culture, and interviewing candidates for teaching positions.

Each year we endeavor to meet our students’ needs for after-school programs. This year, we had three new entries: Dungeons and Dragons, Cricket Club, and Magic the Gathering. We are proud of the many clubs and activities we offer our students. Thank you to the teachers who make all 30 of our clubs possible by giving of their time to our students who keep bringing such great ideas for our after-school programs.

December was a big month as our drama club performed *Miraculous Journey of Edward Tulane* and our Robotics team hosted a competition bringing talented teams from surrounding communities.

Ms. Brown, one of our guidance counselors, spearheaded a new initiative entitled HMS Rise Up in which HMS staff helped students understand themselves and their connections to the world around them.



Karen Tang, grade 8 student was selected as Hopkinton Middle School's Ambassador to Project 351. Project 351 "celebrates the power of young people as a force for positive change. Through service, leadership development, enrichment, and friendship with a statewide community of peers, Ambassadors build skills and confidence, explore issues, embrace leadership, and motivate a lifetime of service." Karen was nominated by her teachers citing her values of community service and helping others, her kind heart, always seeing "her go out of her way to make someone feel seen and/or appreciated."



Due to EEE, we moved our annual grade 6 Nature's Classroom trip to November. Although the temperatures dipped into the teens a few nights making for some chilly outings, students and staff had a very enjoyable time once again.



As a way to prevent unopened, non-perishable snacks from being discarded, we launched “Give Back with a Snack,” a program that two students in Southborough initiated in their middle school and brought here to HMS. Hundreds of snacks were collected and donated to Project Just Because.

Although Covid-19 brought a halt to our traditional teaching and learning model, the staff and students worked hard to make this new virtual method successful. Despite the sudden nature of this change, our teachers successfully shifted their curriculum online delivering their content in this new remote learning model. Our staff and technology team worked tirelessly to keep our students engaged and learning. And our students came to our zoom classrooms ready to learn and willing to be flexible.

In the absence of seeing our students in person each day, we sought ways to connect with them, initiating a weekly student newsletter called the *Student Scoop*. Our staff recorded a video, [Social DisDancing](#), that we shared with our students. And in place of our traditional Grade 8 Promotion Ceremony, families were invited to a Grade 8 Send-Off.



We were thrilled to receive a Boston Marathon Invitational Waiver from the Board of Selectmen. Grade 8 science teacher, Matt O'Connell, raised funds for our Desire to Inspire Program. Due to the postponement of the Boston Marathon, Matt did not run

the famed course, but instead completed two marathons: one on the original April date and the other during the virtual Boston Marathon conducted by the BAA in September.



The following new employees joined HMS in the 2019-2020 school year:

- Julie Thompson, joined us as a school nurse, dividing her time between us and the High School. Julie joined us from Kids on the Common Pediatrics in Grafton and was previously employed at Boston Children's Hospital. Julie received her Bachelor of Science in Nursing from Northeastern University and is a Hopkinton resident.
- Danielle Caron is a Grade 7 English teacher, coming to us from Old Rochester Regional Junior High School where she taught grades 7 and 8 English, math and

science. Danielle received her Master's Degree from Lesley University and a Bachelor's Degree from Bridgewater State University.

- Ann Marie Lockwood is a grade 7 math teacher who came to HMS from Quinn Middle School in Hudson. Prior to that, Ann Marie taught at Oak Middle in Shrewsbury. Ann Marie received her Master's Degree from Nichols College and her Bachelor's Degree from Boston University.
- Karen Ford is a Grade 7 English teacher and joined us from Sullivan Middle School in Franklin where she taught grades 7 and 8 English. Karen previously taught at Saint Bridget School in Framingham. Karen has a Master's Degree from Boston College and a Bachelor's Degree from the University of Massachusetts.
- Lauren Bailey-Jones teaches Grade 7 Science and joined us from Immaculate Conception Middle School in Marlborough. Lauren received her Master's Degree from George Washington University and her Bachelor's Degree from Salve Regina University.
- Pat Allen teaches Media Literacy to our grades 7 and 8 students. Pat has been a substitute teacher in Hopkinton, a Director of Residence Life and faculty member at Nichols College. Last year (and again this) Pat has been club advisor to our Robotics club. Pat has both her Master's and Bachelor's degrees from Northeastern University. Pat is also a resident of Hopkinton.
- John Padula became our Technology Integration Coordinator and came from Brookline Public Schools. Prior to that, John was a Social Studies teacher at the Lyndon School in Boston. John received his Master's Degree from Simmons College and his Bachelor's Degree from Northeastern University.
- Katie Dittami joined us as an Administrative Assistant in the main office. Katie comes from Pure Hockey where she worked as an Accounts Payable Specialist. Prior to that, she volunteered at Center, Elmwood and Hopkins' Schools. Katie has her Bachelor's degree from California State University, Fullerton.



HOPKINTON HIGH SCHOOL

Enrollment at Hopkinton High School for the 2020-2021 school year was 1200: a decrease of 29 students from 2019-2020.

Our work as a school community, as always, was guided by our School Improvement Plan. The HHS School Council meets regularly to discuss the strengths and areas for growth of our school, eventually resulting in our annual School Improvement Plan. Many thanks to the School Council Members who shaped our 2020-2021 School Improvement Plan: staff members Justin Pominville, Lee Greco, Ashley Bell, Kristen Murphy, Laura Theis, Samantha Breen, and Victoria Donohue; community representatives Christine Chapman; students David Stedt, Danielle Vundla, Emmanuel Barris, Grace Young, Evanya Mathur, Odundo Omondi, and Harini Thatigutla; and parents Lynn Arena, Beth D'Allewa, Christne Perlov, Kim Cooper, and Mahesh Samant. This group was selected to offer important insights and perspective that led to an informed set of goals in 2020 focused on: 1) developing a vision of the graduate that accurately encapsulates the priorities of the Hopkinton High School community, and 2) investing in the social, emotional, behavioral and physical well being of our students, and 3) planning for facility, staffing, and equipment needs and accounting for the evolving profiles of students and a growth in student population.

The past year has been a challenge for everyone and our highest priority has continued to be placing an emphasis on supporting families and students from both an academic but also a social/emotional standpoint during COVID. Needless to say, facing a pandemic has required our educational community to rethink how we support our students when school is not in session. While Remote Learning does not replicate or replace day-to-day educational services, as a school community we have made incredible adjustments, most of the time on the fly, to meet the ever-changing demands

of the past year. The necessary shift to Remote Learning has allowed us to maintain connections between students and staff especially during this past spring. Our changing model provided some structures that created continuity and stability for many of our students during a very difficult time. Remote Learning in Hopkinton was designed to help students stay connected to staff and each other while also providing learning opportunities so that students could maintain their skills and stay engaged in learning.

While this year certainly presented its obstacles, we are continuing our work around meeting the needs of students related to the goals above. Unfortunately, not as much progress was made on the Vision of the Graduate work as we hoped, so we are still in the beginning stages of developing a holistic view of expectations for students, including transferable skills, content, understandings, and disposition such as self efficacy, social awareness, self management, and growth mindset. Again, our hope is that students will possess these skills by the time they graduate from Hopkinton High School and we will develop a method of assessing a student's progress toward that vision. Given the lack of face-to-face time, this work has been pushed off another year.

Similar to our work on the Vision of the Graduate, we're continuing our partnership with Challenge Success, a non-profit organization out of Stanford University. Challenge Success provides schools and families with the information and strategies they need to help create a more balanced and academically fulfilling life for their kids and to help communities redefine success. As part of our work with Challenge Success, we administered a survey to both parents and students focusing on topics such as curriculum, assessment, homework, school schedule, the college process, and a healthy school climate. We are looking forward to analyzing the results and making the appropriate changes, such as a master schedule that incorporates time during the day for students to access teachers for additional support, as we continue our work with social-emotional learning.

In an effort to achieve our goal around planning for facility, staffing, and equipment needs and accounting for the evolving profiles of students and a growth in student population, we have begun construction (see below) on the back of the building. Classrooms were beginning to become overcrowded with our enrollment increasing each of the last five years. We have had to use meeting spaces and conference rooms for classrooms the last two years. Once the project is completed, we will have six new classrooms fully equipped with state of the art technology. This will help significantly with our class size and overall space issues. The hope is for the project to be completed by March of 2021.



This year, Hopkinton High School and Hopkinton Middle School have created a combined Diversity, Equity, and Inclusion Team made up of teachers, counselors, paraprofessionals, and administrators. Our DEI Team is committed to working towards peace, fostering a compassionate environment, and speaking up against injustice while embracing, celebrating, and appreciating diversity and differences. This group meets twice a month to discuss issues around equity and areas for improvement in our schools, aligning with the District Strategic Priorities relating to Diversity. The group has identified our main areas of concern and will continue working toward eliminating bias in curriculum, creating professional development and training opportunities for teachers, empowering students through social justice initiatives, reviewing district policies, and engaging community members.

At HHS, we have been fortunate to have invited Mr. Grant Hightower to present his workshop, *Diverse American Voices*, to our 9th grade students. In November, our freshman students learned about the different forms of racism and more recently in January, they discussed the danger of being silent and how to break the silence against injustice and supremacy. Mr. Hightower will continue to build upon the previous two workshops in an upcoming session in the spring. This workshop helps our students to live the Hiller core values in becoming empathetic, respectful, and supportive.

In the classroom, our MCAS scores were recently published and 98% of last year's 10th grade students (Class of 2022) scored Advanced/Proficient for ELA, 96% for Math, and 97% for Science. Our advanced placement scores were also very strong. For example, in May 2020, 494 students took a total of 1159 AP exams, in 22 different subject areas and 88% of these exams received a passing score of three, four or five. Lastly, 90% of

the Class of 2020 are pursuing higher education, with 88% attending a 4-year college or university. Also important to note, 62% of our students with an Individualized Education Plan (IEP) from the Class of 2020 are attending college. In addition, Hopkinton High School continued to be recognized both locally and nationally in 2020. Once again, we were ranked as one of the top high schools in Massachusetts according to US News & World Report and the number 1 public high school by Niche.

We welcomed fifteen very talented new educators to our staff including a new main office administrative assistant, a guidance administrative assistant, 4 paraprofessionals, 3 world language teachers, a history teacher, a speech pathologist, a campus aide, a library assistant, and 2 building substitutes. In addition, we hosted twelve international students through our F-1 visa program. Each student attends high school full time while living with a host family from Hopkinton. This is a rich, cultural experience both for the visiting students as well as students at our school.

Overall 90% of the Class of 2020 went on to further education, with 88% enrolling in a four-year college. The colleges they matriculated at are:

American University	Dean College	Marist College	University of South Carolina - Columbia
Auburn University	University of Delaware	University of Maryland - College Park	Regis College
Babson College	Denison University	Massachusetts College of Art and Design	University of Rochester
Bentley University	Drexel University	University of Massachusetts - Amherst	Roger Williams University
Boston College	Duke Kunshan University	University of Massachusetts - Boston	Salve Regina University
Boston University	Duke University	University of Massachusetts - Dartmouth	Santa Clara University
Bowdoin College	East Carolina University	University of Massachusetts - Lowell	Savannah College of Art and Design
Brandeis University	Eastern Nazarene College	MassBay Community College	University of South Carolina - Columbia

Bridgewater State University	Elon University	McGill University	Southern New Hampshire University
Brigham Young University - Idaho	Emmanuel College - Boston	Merrimack College	Springfield College
Brown University	Emory University	Miami University - Oxford	Stonehill College
Bryant University	Endicott College	University of Miami	Texas Christian University
Cal Poly, San Luis Obispo	ESCP Europe Business School - Paris	Michigan State University	The American University of Rome
University of California - Santa Barbara	Fairfield University	University of Michigan - Ann Arbor	Tufts University
Carnegie Mellon University	Fordham University	Middlebury College	Tulane University of Louisiana
Cedarville University	Framingham State University	Middlesex Community College	Union College (NY)
Champlain College	George Washington University	University of Mississippi	University of Oregon
College of Charleston	University of Hartford	New England Institute of Technology	Vassar College
University of Chicago	Harvard College	University of New Hampshire - Main Campus	University of Vermont
Clark University	Hofstra University	University of New Haven	Villanova University
Clarkson University	College of the Holy Cross	North Carolina State University - Raleigh	Virginia Polytechnic Institute and State University

Clemson University	Indiana University - Bloomington	Northeastern University	Wentworth Institute of Technology
Coastal Carolina University	Ithaca College	University of Notre Dame	Westfield State University
Colby College	James Madison University	Ohio University - Main Campus	Wheaton College - Massachusetts
University of Colorado Boulder	Keene State College	Franklin W Olin College of Engineering	William and Mary
Connecticut College	Louisiana State University	Pennsylvania State University	University of Wisconsin - Madison
University of Connecticut	Loyola University Maryland	Sacred Heart University	Worcester Polytechnic Institute
Cornell University	Lynn University	Saint Joseph's College - ME	Worcester State University
University of Dayton	University of Maine	Salve Regina University	

Fifteen students in the Class of 2020 were named National Merit Commended Scholars: Cassidy Baratta, Fletcher Clark, Aneela Ehsan, Kian Fattahy, Hanna Ianelli, Megan Kalmbach, Max Lacascia, Kevin Liu, Amun Mehrotra, Advait Nene, Cody Ottinger, Thrusha Puttaraju, Elan Rosen, Joe Wang, Sara Weissinger. Three students in the Class of 2020 were named National Merit Finalists: Alexander Matsoukas, Marvey Ortyashov, and Grace Ye. Timothy Fargiano of the Class of 2020 was named a National Merit Scholarship Recipient. These students scored among the highest throughout the nation.

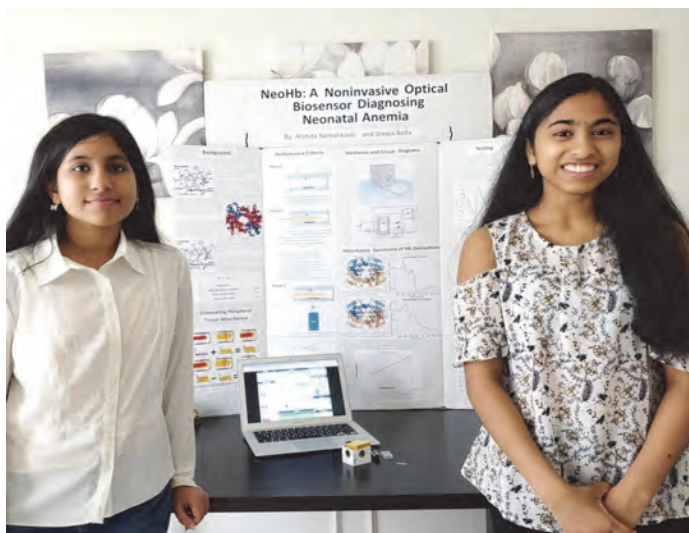
Two hundred and twenty-two students at Hopkinton High School earned the designation of 2020 AP Scholar by the College Board in recognition of their exceptional achievement on the college-level Advanced Placement Program (AP) exams.

In the Class of 2020, 79 Hopkinton High School graduates were offered the John and Abigail Adams Scholarship. This award qualifies these students for four years of a tuition credit at any of our state's public colleges and universities. These winners earned the honor by being among the top scorers on the MCAS exams taken in their sophomore year.

Science

Hopkinton High School celebrated the 32nd annual Science and Engineering Fair during the 2019-2020 school year. Eighty-five students participated in the program, designing and executing 44 original research projects throughout the year and presenting at the school fair in late February.

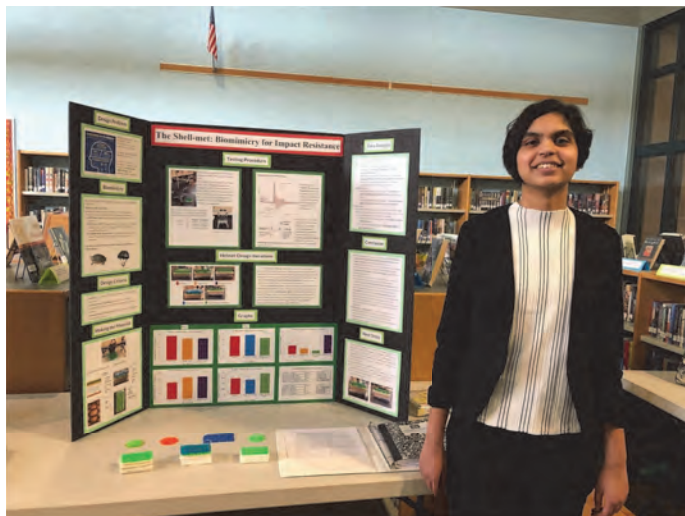
Several students also went on to present their work at various virtual competitions. While the Regional Fair was cancelled due to COVID, 10 HHS projects were selected to compete at the virtual State Fair in April. Our students did a fantastic job quickly adapting their presentation to this new model and brought home several top awards at the State Fair.



Notably, 9th grader Sreeja Bolla and 10th grader Archita Nemalikanti won the 1st place Sanofi Genzyme Prize - a prestigious award for a well deserving team!

*Sreeja Bolla & Archita Nemalikanti : 1st Place MSEF
2020
Sanofi Genzyme Award Recipients*

HHS Science and Engineering Fair



Mantra Rajkumar : 2nd Place MSEF 2020

1st Place: Advait Nene
Patient Specific Delivery of Proton Beam Radiation

2nd Place: Michael Youssef
Advanced IR Imaging Software For Assisted Victim Detection in USAR

3rd Place: Sahithi Pogula & Tanisha Rajgor
Efficient Detection and Mitigation of Neurological Diseases using Machine Learning, ANN, and Regression Models

2019 Valerie Lechtanski Prize for Perseverance:

Deirdre Belger and Morgan Berenson - *The Impacts of Light on Vitamin C in Drosophila*

Massachusetts State Science and Engineering Fair (MSEF)

1st Place Awards:

Archita Nemalikanti & Sreeja Bolla - NeoHb: A Noninvasive Optical Biosensor Diagnosing Neonatal Anemia

Neil Abraham, Brian Gu & Bharat Mekala - Urban Wind turbines

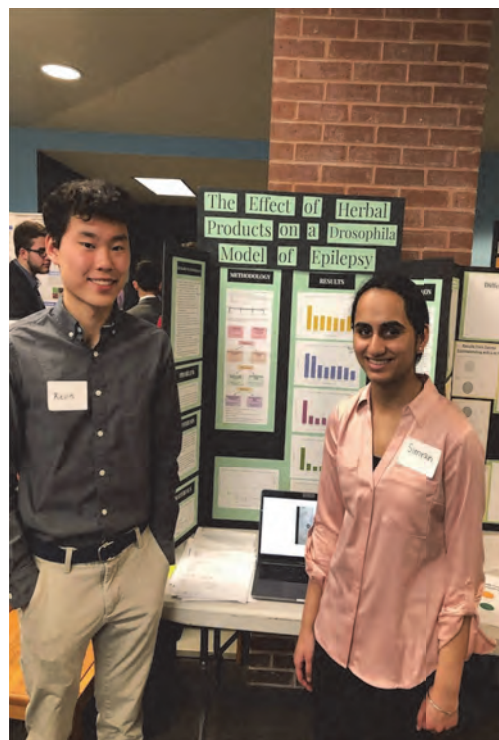
Rohan Minocha - Distributed Systems for Emergency Prevention, Detection & Management

2nd Place Award:

Mantra Rajkumar - The Shell-met: Biomimicry for Impact Resistance

3rd Place Award:

Simran Kaur & Kevin Gu - The Effects of Herbal Products on a Drosophila Model of Epilepsy



Music

The Hopkinton Public School Music and Drama Departments began 2020 right where they left off in 2019.

In January, the following students were selected to participate and represent the Hopkinton Public Schools at the 2020 Massachusetts Music Educators Association All-State Festival: An-Chi Huang, Orchestra, Andrea Liu, Orchestra, and Linnea Pappas-Byers, Chorus

In February, The HHS Jazz Ensemble, Jeremy Dodge, director, earned a Gold Medal at the Massachusetts Association of Jazz Educators Central Festival and earned a trip to the state Jazz Festival in March.

Also in February, the following Middle School students were selected to participate in the CDMMEA Junior District Festival Band, Chorus or Orchestra: Abigail Baskin, Anjana Venkatram, Brandon Fu, Daniel Applebaum, Holly Thompson, Jefferey Wu, Megan Capetta, Peter Liang, Saahil Minocha, Sean Miniman, and Tarun Prasanna

On March 10, the night of the Hopkins Spring concert, we received a call from Dr. Cavanaugh, just hours before the performance, informing us that we would need to postpone the concert due to the first reported cases of COVID-19 in Hopkinton. Little did we know at the time that we would not be at school for the remainder of the year. The HHS Drama production of *Almost, Maine*, MICCA Festival, the HMS Drama production of *Newsies*, and all other band, chorus, and orchestra performances were canceled for the remainder of the year.

On May 17th, HHS students Nate Bertucci-Bissonnette, Tyler Rhodes, and Soliel Randal, offered their services to perform *Taps* on the HCAM recording of the Memorial Day Program.

The beginning of the school year posed new challenges as the music department had to adjust to no singing or playing of wind instruments in the building. At the elementary level, the teachers created new listening lessons for in-person and remote students. The Hopkins instrumental program only offered violin, viola, and percussion. The Middle School teachers developed an entirely new music literacy curriculum and at the High School, classes were moved outside so the students could continue to play and sing. A collaboration with HCAM to help produce and share student performances has proven to be very successful. Our teachers, Wendy Moran, Leslie Leedberg, Jesse Fontaine, Jessica Barkin, Caitlin MacDonald, Lisa Nielsen, Katherine O'Toole, Allison Porter, David Purdy, Jeremy Dodge, Valerie Von Rosenvinge, Isaac Brody, and Craig Hay, have continued to strive to bring a meaningful music and drama curriculum to the students of Hopkinton

Students were still able to audition for the 2021 Massachusetts Music Educators Association Central District Virtual Festival. Students selected to participate were:

Caroline Ozmun, Aaditya Saini, Abigail Baskin, Allison Chen, Hana Ruran, Jacob Chastain, Kira Sward, Andrea Liu, Luciano Duca, Meher Kaur, Chloe Baril, and Brian Gu.

As we enter 2021, we look forward to returning our ensembles in school and resuming student performances and drama productions. This will be a rebuilding process. The continued support from the community, and school and town administrations, will help us as we restore the music and drama programs we have come to expect from the Hopkinton Public Schools.

Visual Arts

The students and staff members involved in the Hopkinton High School Visual Arts program had some amazing opportunities and experiences in the 2019-2020 school year. During the fall of 2019, the Hopkinton High School Visual Arts Department, with the help of the advisors Christine Enos and Sara Williams, inducted our second cohort of National Art Honor Society members. NAHS is sponsored by the National Art Education Association. According to the NAEA website, the program began in 1978 “to inspire and recognize students who have shown an outstanding ability and interest in art. The program supports members in their efforts to attain the highest standards in art scholarship, character, and service, and to bring art education to the attention of the school and community.”

(<https://www.arteducators.org/community/national-art-honor-societies/learn-more>)

In addition to the 20 hours of art related service experiences, NAHS members also worked on several collaborative projects. They conducted a paint night for the residents at Fairview Estates and also painted props for the Fairview holiday production. Additionally several students created portraits for the non-profit organization, The Memory Project. Students created portraits for children around the world who are facing challenges. The project hopes to spread kindness, spark creativity, promote intercultural understanding and show children they are valued.

The National Art Honor Society inductees for the 2019-2020 school year were:

Name	Grade
Christopher Benham	12
Brooke Best	10
Catherine Dacey	11
Hope DeLuca	11
Julia diBenedetto	12

Fariha Fardin	11
Alyssa Fischer	11
Michael Giusti	12
Connor Grady	10
Emily Hayman	11
Gabriel Laberge	12
Katharine Lagasse	12
Rose McKeon	11
Natalie Morgan	11
Lucas Nealon	11
Gabriel O'Brien	10
Ceara Perry	11
Lily Pete	11
Charlotte Pickard	11
Soleil Randall	11
Keira Schnur	12
Olivia Stacey	9
Mei Sutherland	11
Casey Tourigny	9
Deeksha Vaidyanathan	10
Heather Villani	11
Ashley Wojcik	11
Srirupa Yerramsetti	11

In addition to our new NAHS inductees, we had many other things to celebrate this fall. Art teachers Colleen Gianino and Sterling Worrell presented at MassCue in a session titled "Managing Early Finishers in the Project Based Classroom". The presentation explored the department's "Honors" option, the student workload involved, the ways we

have developed extension lessons in our curriculum, real-world opportunities we provide for our students, as well as flipped learning and self-pacing mechanisms that are set up in some of our classes. High school student Brooke Best was accepted to the Snow Farm Craft Summit which took place on October 26 - 27, 2019 in Williamsburg, MA. We also had two new additions to our program this Fall. Sara Williams, the high school art history teacher, developed a new "Topics to Art History" course and Sterling Worrell, the high school photography teacher, started a "Drone Photography Club".

In October, HHS celebrated STEAM week. A book table was set up in the art wing. New books were presented each day that made connections within art, science, technology, engineering and math. The Fab Lab: 3D and Fabrication class set up a demonstration of one of their projects during lunch. Additionally the Ceramics and Chemistry students welcomed visiting artist, Ruth Easterbrook, who shared her understanding and application of chemistry when it comes to mixing and firing ceramic glazes. This opportunity was generously funded by the STEAMMATES Grant. This grant also supported a variety of other opportunities for the Visual Arts Department this year. They were: an additional cutting center for the Fab Lab: 3D Design & Fabrication course, additional virtual reality equipment that will be used in a variety of art courses, replacement cameras and equipment to help maintain the dark room photography program at the high school and mobile furniture for room C203 to support a more modern classroom experience in a project-based learning environment.

This past winter was also extremely productive and rewarding for our students as well. In January, the 2020 Boston Globe Scholastic Art award winners were announced. Hopkinton High School was recognized with an outstanding 23 state level awards. The award recipients were:

Name	Grade	Award	Category	Title
Joshua Blangeard	10	<i>Gold</i>	Mixed Media	Smoke Panels
Emma Lucy	10	<i>Gold</i>	Digital Art	Glowing Fern
Deeksha Vaidyanathan	10	<i>Gold</i>	Digital Art	Scanner Art
Cindy Yang*	10	<i>Gold</i>	Drawing & Illustration	White Noise
Cindy Yang*	10	<i>Gold</i>	Drawing & Illustration	A New Perspective
Hope DeLuca	11	<i>Silver</i>	Digital Art	Sicily Pattern Design
Madeline Mezitt	12	<i>Silver</i>	Drawing & Illustration	Longing
Madeline Mezitt	12	<i>Silver</i>	Art Portfolio	Movement and Emotion in Animals
Casey Tourigny	9	<i>Silver</i>	Design	Icelandic Inspired Pattern
Cindy Yang*	10	<i>Silver</i>	Drawing & Illustration	Brushing Beauty

Cindy Yang*	10	<i>Silver</i>	Drawing & Illustration	Home Base
Mahnoor Haider	7	<i>Silver</i>	Design	Logo Design for Water Company
Emma Hansen	10	<i>Honorable Mention</i>	Painting	Mei
Madeline Mezitt	12	<i>Honorable Mention</i>	Drawing & Illustration	An Unlikely Pair
Madeline Mezitt	12	<i>Honorable Mention</i>	Drawing & Illustration	Pruning Flamingo
Madeline Mezitt	12	<i>Honorable Mention</i>	Drawing & Illustration	Hummingbird
Linnea Pappas-Byers	12	<i>Honorable Mention</i>	Drawing & Illustration	Self Portrait
Soleil Randall	11	<i>Honorable Mention</i>	Painting	Apathy Green
Deeksha Vaidyanathan	10	<i>Honorable Mention</i>	Digital Art	Self Portrait
Lily Vaughan	11	<i>Honorable Mention</i>	Drawing & Illustration	Cut Paper Portrait

A slideshow of the award winning works can be seen at:

<https://www.hopkinton.k12.ma.us/academics/arts#> Students' submission fees to the Scholastic Art and Writing awards were generously sponsored by the Hopkinton Parent Teachers Association.

In February, high school art teachers Christine Enos and Colleen Gianino collaborated with the Elmwood school and developed an interactive sculpture activity for the 3rd Annual Second-Grade STEAM Night. Materials for this activity were funded by the STEAMMATES Grant. The following high school students volunteered on behalf of the art department that evening: Kevin Gu, Deeksha Vaidyanathan, Journey Tamba, Zachary Marlowe, Gabe O'Brien, Emma Steir, Ceara Perry and Catherine Dacey.





Photos: 3rd Annual Elmwood STEAM Night collaboration with the High School Visual Arts Dept.



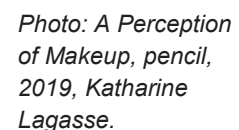
In March, the Scholastic Art & Writing Awards announced the national award winning pieces. We are happy to share that Hopkinton High School student Emma Lucy, received a National Gold Key for her Digital Art piece "Glowing Fern". Emma's piece went on to be displayed in New York City along with other student pieces from across the country. In June, national award recipients were invited to attend a virtual ceremony and a virtual exhibition was shared online. Emma's work can be viewed currently at: <https://www.artandwriting.org/gallery>

Photo: Emma Lucy, Glowing Fern, National Gold Key Winner

The spring posed some new challenges as we shifted our instruction online; however, this shift did not prevent the department from honoring and recognizing a special group of student artists. We successfully pulled off a virtual rendition of our Annual Honors Art Exhibition in May. Nine high school juniors and seniors participated in this opportunity which was curated and advised by high school art teacher Kris Kellenberger. The featured students were: Christopher Benham, Keelan Boyle, Julia DiBenedetto, Katharine Lagasse, Grace Liu, Linnea Pappas-Byers, Keira Schnur, Lily Vaughan, and Sara Weissinger.

The virtual exhibition can be found here: <https://spark.adobe.com/page/FrMvGytzqv56V/>

The art show, HopArt and Principal Award recipients can call be viewed here: <https://spark.adobe.com/page/4Pc6BoR6dqmXL/>



District High School Art Competition sponsored by Congressman Joseph P. Kennedy's office announced winners virtually. The following Hopkinton High School students won awards:

Also featured in the exhibition: Abby Smith, Meeting Deadlines, Grade 12

Student entries can be viewed here:

https://docs.google.com/presentation/d/1IYNDBqTjxeiFfZ4Ccnrxik_zm71EkPNYsEhLLE47C18/edit#slide=id.g887cee3dac_0_0

Business/Technology/Engineering

Computer Science

In its fifth year as a program, the BTE department is proud to offer Introduction to Computer Science, AP Computer Science Principles and AP Computer Science JAVA. Each offering is full of excited students.

Girls Who Code

NCWIT: A student from Hopkinton High School was recognized by the National Center Women In Technology Awards.

Sophomore Tanisha Rajgor for her Honorable Mention

Numerous students passed both the AP Computer Science Principles and AP Computer Science A exams.

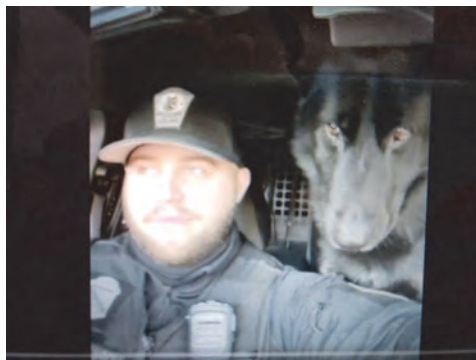


Mock Trial

The Mock Trial program continues its resurgence as it gained more members again this year. These students compete in the MA Bar Association's statewide program to participate in an interscholastic competitive program. In 2020 they were able to get a short season in just before COVID hit. The students won a couple of trials before bowing out to tough opponents, This year they are engaged in virtual competitions due to COVID restrictions and the kids have been running practice trials to prepare.



Engineering



Despite COVID, the Honors Engineering Course remotely continued its project partnership with the Hopkinton Fire and Police Departments, which features student work and the relationship built between students, Dell engineers and first responders in Hopkinton as all seek to identify and solve problems en route to an Invention Showcase in partnership with the Lemelson-MIT program.

Robotics



The Hopkinton High School Hopkinetics robotics program has 9 teams for the 2020-2021 season. Six teams are affiliated with the Honors Team Robotics class and 3 after school club teams for a total of 63 students engaged. This year has certainly been a challenge with COVID, but the teams have persevered by hosting some of the only in person tournaments in the country. The [kids built out an outdoor field](#) to facilitate these competitions with the help of materials donations from HHS Alum Tom Donahue of McCarthy Pools. The teams this season have already amassed numerous awards and championships at these outdoor competitions as well as remote skills competitions that are hosted online throughout the world.

In the spring of 2020 [four teams from Hopkinton High School qualified](#) out of the Southern New England Rankings. Those teams unfortunately could not attend the VEX Worlds Championship as it was cancelled due to COVID. The teams competed in a

simulated tournament as all the kids from HHS gathered online to see how their robots would fare based on statistical analysis of scores from the season.

The Hopkinetics 2602B + 2602G have also [conducted numerous community service projects](#) during this difficult time.

The Hopkinetics teams are sponsored this year by: Hopkinton Public Schools, HPTO Tricon Sports, Bose Corporation, REC Foundation, Hiller's Pizza, Private Donors, RoboSource, McCarthy Pools.

HHS-TV



[HHS-TV](#) in partnership with HCAM continues to provide outstanding news programs to keep the students, staff, and community aware of all of the exciting things taking place at HHS. This year has been interesting in the ways that students have overcome the restrictions of COVID to still offer quality programming while learning skill sets associated with communication, journalism and broadcasting fields.

HHS Students Run LEGO Camp



Many students from the BTE Department ran a LEGO camp for K-8 residents of Hopkinton. The camp was attended by over 40 campers. The HHS counselors led the campers through the design process en route to design truly creative and [fun LEGO amusement parks](#). The camp was put in place as many kids in town had their summer camps cancelled due to COVID.

HHS Business Professionals of America students are excited to share good news of their program with the town of Hopkinton. This fall thirty one HHS students began

preparation to compete in the Business Professionals of America (BPA) State and National Leadership Conferences. BPA presents students with the opportunity to demonstrate their academic skills in the areas of Business, IT, Communications, Graphics.

HHS BPA students were very successful in 2019-2020 with the following results:

STATE LEADERSHIP CONFERENCE 2020



Shreya Thalvayapati - Elected State Secretary Mass BPA

- Global Marketing Team 1st
 - Tyler Rhodes, Ben Morey-Beale, Shreya Thalvayapati, Sankalp Subhendu
- Computer Modeling 1st
 - Tyler Rhodes
- Computer Modeling 2nd
 - Sucheta Sunder
- Econ Research Team 1st
 - Ayush Krishnamony, Kevin Liu, Ethan DeYoung, Will Dionne
- Java Programming
 - Mahdi Maymandi-Nejad 1st
- C++ Programming
 - Mahdi Maymandi-Nejad 3rd
- Business Law and Ethics
 - Tiffany Ramsarran 2nd
 - Will Dionne 3rd
- Medical Office Procedures
 - Alveena Ehsan 5th
- Econ Research Individual 1st
 - Shreya Thalvayapati
- Advanced Interview Skills
 - Ashley McDermott 2nd
- Digital Media Production
 - Mantra Rajkumar 1st
- Digital Publishing
 - Cindy Yang 3rd
- Diplomat Torch Award
 - Helena Hubbe

BPA Nationals 2020 canceled due to COVID

Athletics

The Hopkinton Athletic Department is committed to providing athletic opportunity for all students. It is our hope that students' participation in athletics will instill invaluable life lessons and contribute to their ongoing development as positively contributing citizens to our school, community, and the world at large. Through participation in Hopkinton's athletic programs, students will be encouraged and expected to:

- Pursue personal, academic, athletic, and civic excellence
- Believe in the importance of embracing a team-first mentality
- Develop and enhance leadership skills
- Make sound and ethical decisions
- Possess strong character
- Exhibit unwavering respect for others
- Display sportsmanship
- Understand the importance of demonstrating cross-cultural awareness
- Become actively involved in community
- Maintain “big picture” perspective
- Establish a balanced and healthy lifestyle

Athletic participation allows students to grow and learn as athletes and as individuals. The entire Hopkinton Athletic Department (coaches, training staff, and administrators) will work tirelessly to help students achieve these goals while honoring the mission of the Hopkinton Public School district, the Tri-Valley League, and the MIAA.

Winter 2019-2020

The Hopkinton Athletic Programs had a very strong 2019-2020 winter season with eight teams advancing to the postseason, highlighted by our Girls Indoor Track Team winning the Division 3 State Championship! On a team level, our Boys and Girls Indoor Track Teams along with Boys Ice Hockey all won TVL Championships. Our Girls Indoor Track team also won the MSTCA State Relays, Swimming and Diving team won the TVL Showcase Meet and our Boys Basketball team made a memorable run to the

Division II Central Finals. Our Wrestling, Girls Ice Hockey and Boys Basketball teams all brought home TVL Sportsmanship Awards. Additionally, we had 35 student-athletes achieve the status of TVL All-Star including MVP honors for Schuyler Gooley (Girls Indoor Track and Field), Tess Weatherhead (Diver of the Year), and Kyle Rogers (Boys



Ice Hockey). Max Rodgers was the CMCSL Ski Champion, Sebastian Losada and Mo Zaidi were Sectional Champs (Wrestling), Lucas Dionne was a Sectional Champion and a State Finalist (Wrestling), Jake Sokol was a Sectional and State Finalist (Wrestling), Kyle Rogers was a Boston Herald All-Scholastic (Ice Hockey) and Sean Walsh was named a Boston Globe All-Scholastic while also becoming the school's all-time leading scorer (Ice Hockey). Lastly, Chris MacPherson (Ice Hockey), Mike Donahue (Boys Indoor Track and Field) and Jean Cann (Girls Indoor Track and Field) were TVL Coaches of the Year. Jean Cann was also the Boston Globe Coach of the Year and Tom Keane, our Boys Basketball Coach, was named the MetroWest Daily News Coach of the Year across all sports.

Spring 2020

Unfortunately, on March 15th, the day before our spring teams were set to take the field, we found out that schools across Massachusetts were closing down and moving to remote learning. Along with this transition to remote learning, our athletic teams were



also shut down. We kept hope alive of returning at some point, but when the decision was made to finish the school year in remote fashion, the dreams of our spring student-athletes were dashed. Fortunately, our coaching staff was amazing in keeping our student-athletes engaged and utilizing this new found tool called Zoom to hold workouts, film sessions, college planning nights and fun team activities such as trivia and scavenger hunts. Although, not what we hoped or expected, our coaches made sure to make the

best of the situation for their student-athletes and found creative ways to recognize their seniors in the class of 2020 who lost out on their final season of competition.

Fall I 2020

Unfortunately, the pandemic that eliminated our spring season continued to create challenges for our fall athletic programs. On the positive side, we were able to avoid canceling any seasons outright and instead football, cheer, volleyball and unified basketball were postponed until later in the school year. Although delayed in their start, our cross-country, field hockey, golf and soccer teams were able to compete this Fall in a modified season. Our teams competed in a geographic pod composed of nearby TVL schools, with almost all contests being played on weekends and with each sport having various modifications to the game in order to meet state mandated guidelines. Each of

these teams performed admirably and demonstrated tremendous resiliency as they competed while wearing masks among other challenges. Additionally, 20 student-athletes were named as TVL All-Stars, headlined by Ryan Lundy and Nick Brown who earned MVP honors for our pod in Golf and XC respectively. Ryan and Nick were also selected as Boston Herald All-Scholastics and Boston Globe All-Stars, Olivia Jones (XC) was selected as a Boston Herald and Boston Globe All-Scholastic and Alexis Viehl (Girls Soccer) was selected as a 1st Team EMASS All-Star. This past Fall season was truly an accomplishment in getting our student-athletes back out on our athletic fields and competing with their teammates.



In addition to the accomplishments achieved by these teams, the many service hours donated and community involvement exhibited by each group truly distinguish them.

They are exceptional athletic programs who value hard work, being great teammates, and most importantly being great people. All Hiller teams did a fantastic job generating school spirit and supporting each other through these challenging months. We look to continue the strong tradition of Hiller athletics in 2021 as our student-athletes continue their return to the fields with sportsmanship at the forefront of everything we do! Go Hillers!



STUDENT SERVICES

This past year was unique due to the unprecedented Covid-19 pandemic. Students received services documented in their IEPs through remote only instruction from March-June 2020. From July through August 2020, we developed and embraced a hybrid learning model in the Extended School Year Program (ESY) for students with identified needs. Students were very excited to be back in school. Educators, parents, and

students worked together to embrace this model while adhering to the health and safety guidelines resulting in an enjoyable, safe, enriching and fun experience.

Although in-person participation in community-based programs and inclusive concurrent enrollment programs at institutions of higher education were limited due to COVID-19, we made our best efforts to develop plans collaboratively with community-based providers, colleges, parents/guardians, and students in order for students in the 18-22 EXCEL program to access as much transition programming as possible. We are continually working to refine the EXCEL program for students to access a range of opportunities both onsite and in the community. The High School Life Skills students continued to participate in community-based programs when available, and they also participated in vocational opportunities at the high school as much as possible.

This past year we began working in grades K-3 to promote meaningful inclusive practice. Inclusive practice refers to the instructional and behavioral strategies that improve academic and social emotional outcomes for all students with and without disabilities, in general education settings. We hired a consultant to assist us with this work, which will continue over the next two years. Our PBIS (Positive Behavioral Interventions and Supports) initiative that began this past year will also continue and will further complement this work. PBIS is a research and evidence-based model aligned to DESE's Multi-Tiered System of Support.

The Bridge for Resilient Youth in Transition program in Brookline, Massachusetts, also known as B.R.Y.T., continues to partner with the district. BRYT staff have trained both administrators and staff on addressing the social-emotional learning needs of students. BRYT staff continue to work with the Marathon and Elmwood Elementary School Administrators to enhance how we address the social-emotional-behavioral needs of our students at this level and assist us with analyzing data, resources, and continued program development. B.R.Y.T staff have successfully worked with the Hopkinton Public School district in the past to build our Student Therapeutic Academic Resource Team, also known as the S.T.A.R.T. programs, at the secondary level. Over the past two years we have further developed social-emotional programming at the middle school level and expanded it to the EMPOWER program, which services students with a range of long-term social-emotional-behavioral issues. During the 2019-2020 school year EMPOWER was developed at the High School for implementation during the 2020-2021 school year.

Transition planning is an ongoing process that assists students with transitioning from high school to young adulthood. Planning and setting appropriate goals is an essential part of this process. Factors include post-secondary goals, career, vocational and independent living skills. Transition plans must begin no later than the first IEP developed when the eligible student is 14. The Individuals with Disabilities Education Act (IDEA) requires that transition planning be part of the Individualized Education Program (IEP). The District continued to contract with NESCA this past year to support this work.

Data Finch, an on-line data collection program for intensive needs students requiring specialized curriculum, continued to be utilized district-wide this past year along with Safety Care, a behavioral safety training program that emphasizes the use of prevention and de-escalation strategies in the school setting. We also continued Safety Care training for families during the 2019-2020 school year.

ACCEPT collaborative provided transportation for out of district students only following the pandemic this year. Parents were reimbursed for transporting students whose IEPs require it. It is our hope to expand transportation offerings in the future in alignment with health and safety guidelines.

SEPAC stands for Special Education Parent Advisory Council. Parents of special education students join together to provide information and support to each other. SEPAC continues to meet regularly with administration to give input on various policies and procedures.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE (Keefe Regional Technical School)

This annual report is prepared by Superintendent /Director, Jonathan Evans, and composed on behalf of the members of the School Committee of the **South Middlesex Regional Vocational Technical School District** and submitted after review and approval by the full Committee in compliance with the provisions of the Agreement among the City of Framingham and Towns of Ashland, Holliston, Hopkinton and Natick.

This report reviews from the perspective of the Committee the major items with which the Committee was concerned during the year. It is a representative account of matters solely within the policy making authority of the Committee and also of matters which the Superintendent/Director brought before the Committee for information and consultation. For greater detail and discussion the reader should read the extended minutes of Committee meetings and the attachments thereto which are available at the school office.

In addition to a public high school, the South Middlesex Regional Vocational Technical School District provides continuing education opportunities for adults through the Keefe at Night program as well as Summer Discover, a summer program for area youth. We look forward to resuming Summer Discover in 2021, after canceling in 2020 due to the pandemic.

The Committee reorganized on June 22, 2020 with officers elected unanimously to the following positions:

Chair: Edward Burman (Ashland)

Vice-Chair: Sarah Commerford (Holliston)

Secretary: A.J. Mulvey (Framingham)

Assistant Treasurer: Barry Sims (Holliston)

Staff members working on behalf of the District and School Committee are Karen Ward, **Recording Secretary** and Jack Keating, **Treasurer**.

The balance of this report presents a summary of the discussions and actions of the Committee on a number of the important matters brought before the Committee for advice or action.

Community Engagement

Staff and students of Keefe Regional Technical School participated in many community projects throughout the school district member municipalities during the first quarter of the year, when the building was open for in person learning. Examples of these activities include:

Carpentry

Ashland House Project – Framing sections of the basement and front porch, and the installation of exterior doors and windows

Electrical

Framingham Parks & Recreation – Relocated overhead garage door safety sensors at the maintenance building. Also completed miscellaneous repairs

Habitat for Humanity, Holliston– Completed installation of a 200 amp service and all rough wiring

Irving Street Park, Framingham – Installed a 200 amp underground service

Farm Pond Park, Framingham – Designed and submitted material lists for upgrade

Ashland House Project – Installation of temporary electrical service and installation of rough wiring

Horticulture

Natick Community Organic Farm -

Completed work on a weekly basis

Framingham Park & Recreation – Assistance with cleanups and maintenance projects

Framingham Department of Public Works – Assistance with cleanups and maintenance projects

Pearl Street Cupboard & Cafe – Donation of produce and flowers

Plumbing

Habitat for Humanity, Holliston – Installation of all plumbing and heating components

Ashland House Project – Installation of underground plumbing

Prior to the school closure in March 2020, the Keefe Regional Technical School swimming pool was used by the Framingham Parks & Recreation Department, as well as all five municipalities' swim teams.

Administration

In 2020, Jonathan Evans completed his seventh year in the role of Superintendent Director, with 25 years of service to the district.

The majority of focus in 2020 was a response to the pandemic and plans for re-opening. These efforts required significant adjustments to the budget in order to meet the needs of our students during the pandemic. The District was able to acquire necessary personal protective equipment, maintenance supplies, and technology resources to safely deliver high quality instruction to students.

The School Committee completed its periodic evaluation of the Superintendent using the DESE rubric, and found him to be Proficient Approaching Exemplary for Standards I (Instructional Leadership), III (Family Engagement), and IV (Professional Culture); Exemplary in Standard II (Management and Operations), with an Overall Rating of

Proficient. The complete record of this evaluation is a public document that will be available at the South Middlesex Regional School District Superintendent's Office.

School Improvement Plan

The School Improvement Plan for the 2020-2021 school year includes the following objectives: 1) Rewriting the district Admissions Policy with a focus on consistent implementation of an updated career exploratory rubric, 2) Expanding the new model for our Student Response Team (START) to include a process for any faculty member to refer students of concern, 3) Create opportunities that focus on promoting student success in all aspects of high school, 4) Plan and implement a Two Way Immersion (TWI) model for English Language Learners (ELLs) who are designated as Level 1 and Level 2 as determined by ACCESS testing performance. The TWI model will incorporate a co-taught instructional strategy, utilizing a teaming approach, and consists of an ESL certified teacher and a content certified teacher in the areas of English, Math and Biology.

The Professional Development Program included a second series of workshops hosted by Teachers21 to train faculty using Zoom, a workshop on Equity from Roots and Wings, and an ELL workshop for faculty hosted by the Keefe Tech ELL Department.

Handbook

With review by the School Council, updates to the Handbook were made. A section on the attendance policy was updated in accordance with legal requirements. A section was also included that Keefe Tech will follow the guidance of the CDC and the Board of Health. Finally, the requirements for students attending Business Professionals of American nationals was changed to be the same as for students attending nationals for FFA and SkillsUSA.

The Budget Process

2020 was a challenging year for all. It required the District to adjust the budget needs in order to meet new state guidelines pertaining to the pandemic issues that were faced. The District was able to utilize grant funding totaling \$426,646, through the CARES Act, Coronavirus Relief Fund (CvRF), and Remote Technology Grant in order to purchase items such as personal protective equipment and high quality air filters. The District was also able to purchase Chromebooks and hotspots for students to engage in remote learning.

In December 2020, the Budget Sub-Committee members Ed Burman, Linda Fobes, Rick Gallagher, Jamie Shepard, Elizabeth Smith-Freedman and Barry Sims began the FY22 budget development process.

In 2020, the Superintendent continued the practice of communicating early in the budget process with the financial officers of the member municipalities to develop

mutual awareness of both municipal budget constraints and the efforts of the Committee to manage the school efficiently and effectively while recognizing those limitations. The Committee continued to consider reductions in the preliminary budget and the budget of \$21,131,000 as submitted to the member municipalities for FY21 was approved by all.

Auditor's Report

The annual audit by the independent accounting firm of Roselli, Clark & Associates is in the process of preparing the financial statements for committee review. It is expected that the audit report that calculates our energy project will meet the stipulated guarantee benchmarks for the 2020-2021 year.

Enrollment, Recruiting and Student Retention

Keefe Regional Technical School is a school of application. Maintaining a healthy enrollment of students for our day school operation is essential for our overall operational success. The Superintendent has indicated that he believes that the quality and rigor of our school programs and the safety and culture of our school environment will lead to our success in attracting students and their families to Keefe Regional Technical School. The Superintendent has emphasized that the administration, faculty and support staff must work together to ensure that Keefe Regional Technical School continues to be recognized by our community as a career and technical school of high quality.

The District's recruitment efforts needed to pivot to virtual events in response to the pandemic. While we were unable to host all prospective 8th grade students as we normally do, we appreciate the flexibility and cooperation from our district partners in support of our efforts to inform families about the opportunities offered by Keefe Technical School.

We are pleased to report the enrollment on October 1, 2020 was 817 students, which reflects an increase in enrollment.

Buildings and Grounds

Keefe Regional Technical School has been occupied continuously since September 1973. The facility is used not only during the school day and year but also evenings, weekends, and during the summer months.

Facility upgrades that were completed in 2020 include replacement of carpeting in classrooms and common areas, upgrades/repairs to main boilers/heating system, replacement/upgrade of HVAC system filters to MERV-13, installation of touchless faucets, replacement of auditorium stage curtains, renovation/expansion of the guidance office suite, reconfiguration/upgrade of auditorium stage fire sprinkler system, upgrades/repairs to kitchen fire suppression systems, expansion of the video surveillance system, installation of a swimming pool water chemical

controller/monitoring system, plumbing and electrical upgrades, and the purchase of one 14 passenger minibus and one 6 passenger crew cab dump truck.

Student Achievement

The Massachusetts Department of Elementary and Secondary Education (DESE) acknowledges the disruption caused by COVID-19. Subsequently, DESE has paused calculating accountability determinations for the 2020-2021 school year.

Keefe Tech added an additional AP Course, AP Physics, bringing the total to seven courses, offered in a variety of multidisciplinary areas for students seeking a more rigorous course load.

Endorsed by the state of Massachusetts, the State Seal of Biliteracy recognizes and awards high school seniors who attain academic levels of proficiency in English and a second world language. This distinction is in acknowledgement of having studied and attained proficiency in two or more languages by a student's high school graduation. The State Seal of Biliteracy designation appears on the Keefe Tech transcript and is a statement of achievement for future employers and for college admissions. Keefe Tech is proud to report that 8 seniors received this award for English and Spanish in 2020.

Keefe Regional Technical School hosted the Massachusetts SkillsUSA District Three Leadership and Skills Conference on February 26, 2020. 660 students and their advisors from 10 different schools attended the event. Keefe Tech had 113 students participating in a variety of competitions, and our students won a total of 39 medals at the event. Four Keefe Tech students earned Perfect Scores in the OSHA testing portion of the event. 30 students qualified to compete in the Massachusetts SkillsUSA State Leadership and Skills Conference, but this event was canceled due to the current pandemic. 28 Keefe Tech students participated in the Business Professionals of America State Leadership Conference. The Keefe Tech students earned 30 total medals at the conference: 10 gold, 12 silver, and 8 bronze medals. 10 students qualified for the National Leadership Conference, but this event was canceled due to the current pandemic.

General Advisory Board

The General Advisory Committee consists of the Chairperson from each of the Program Advisory Committees. The General Advisory Committee reviews curriculum and equipment requests, summarizes these requests, and brings to the attention of the Administration and the School Committee observations and recommendations from the Program Advisory Committees. The points noted for the current school year include: the need to continually align the curriculum with changes in equipment and technology within specific industries; community outreach to bring Keefe's programs to potential students; increasing opportunities for students and employers through the co-op program; continued pursuit of grant funding for state-of-the-art career and technical

equipment; and training students to acquire industry-recognized credentials to help them make the transition from school to work.

Respectfully submitted,
Jonathan Evans
Superintendent-Director

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE

ASHLAND

Edward Burman - Chair
William N. Gaine, Jr.

FRAMINGHAM

Michele Burns
James Cameau
Larry Cooper
Linda Fobes
Maria Martinez
A.J. Mulvey
Rick Gallagher
John Downing

HOPKINTON

Ruth Knowles
Jaime Shepard

HOLLISTON

Sarah Commerford
Barry Sims

NATICK

Ruth Mori
Elizabeth Smith-Freedman

SUSTAINABLE GREEN COMMITTEE

Chair: Andrew Hayes

Vice Chair: Rebeka Hoffman

Secretary: Amy Groves

Members: Christine Coffman, Donald Sutherland, Geoff Rowland, Meena Kaushik, Paul Gallagher, Margaret Barton, Renee Dean

Our mission is to promote sustainable and environmentally responsible practices in the Town of Hopkinton. The Committee assists town government, businesses, and residents to implement sustainable policies and practices in the areas of energy, agriculture, conservation, and commerce. The Committee works to increase the public's awareness of important environmental issues through education and outreach. By fostering environmentally friendly practices in Hopkinton, the Committee aims to enhance the quality of life for our residents, visitors, and future generations.

The Committee reorganized and resumed operation in 2020. We are now working on new initiatives including the following:

- Organizing town-wide cleanup days
- Sponsoring informational tables at local events
- Sponsoring free educational sessions for residents
- Promoting composting, toxic pesticide reduction, and the practice of reduce-reuse-recycle
- Working with other committees and town employees to identify grant writing opportunities.

The Committee also places special emphasis on the definition and eventual community adoption of a net zero carbon emissions or similar sustainability plan for the Town of Hopkinton. A need for such a plan has been identified in the town's current Vision Statement and Master Plan. The Committee recognizes a Hopkinton sustainability plan as both a major undertaking and a top priority.

The Committee continues to welcome new members as well as questions and input.

Please contact us at:

greenchair@hopkintonma.gov

<https://www.facebook.com/HopGreenMA>

TAX RELIEF COMMITTEE

The Tax Relief Committee administers the Hopkinton Elderly and Disabled Tax Relief Fund. This fund was established in 1998 to provide financial assistance to needy persons in the payment of their Hopkinton real estate taxes. Since 1999 cumulative tax relief distributions of approximately \$175,000 have been made to eligible taxpayers via real estate tax bill offsets. The Tax Relief Fund is supported by donations from generous residents and organizations. Also the Fund has benefitted from receipt of past Boston Marathon charitable entries.

In 2020 the Committee approved tax relief awards of \$ 650 each to 24 persons.

The goal for 2021 is to raise funds in line with those raised in recent years and to efficiently process all applications for tax relief. The Committee requests that Hopkinton taxpayers generously include an extra \$25 to the Tax Relief Fund when paying their 2021 property taxes. Donations can be made by check or online through the Town's website. Thank you for your consideration.

John L. Palmer, Chair
Christopher Heymanns, Town Treasurer
Lesley Ficarri, Member of Board of Assessors
Sue Kurys, Clerk
John Morris, Member

TECHNOLOGY DEPARTMENT

The Hopkinton Technology Department is charged with developing global Information Technology vision for the Town. This includes planning, budgeting, implementation, and the day to day management and support of all information technology infrastructure and staff. The Information Technology Department supports all technology platforms and systems for Town Hall, Police, Fire, Department of Public Works, Parks & Recreation, Library, and Senior Center.

The Hopkinton Technology Department supports the use of technology to advance the Town's goals: communication, transparency, efficiency, and service.

For the majority of 2020, the Information Technology department was staffed by one full-time Director, one full-time Network Systems Administrator, and one part-time technician.

It's challenging to reflect upon 2020 without Covid-19 being the focus. Hopkinton's IT department played a key role in the town's response to this pandemic. Our knowledgeable staff were able to leverage the town's investments in technology to quickly respond as the situation evolved. Hopkinton posted our first Press Release about Covid-19 on February 4, and by March 13 Hopkinton was one of the first towns in the Commonwealth to create a dedicated Covid-19 resource webpage. On April 15 Hopkinton migrated our resource page to better utilize ESRI's Hub Platform for information sharing. This move to a feature rich platform included new case metric tickers as well as a Community Impact Dashboard to visually present Covid-19 data in an easily digestible format. The new Hub Platform and Community Impact Dashboard were key in the town's ability to share information quickly with our community. In 2020, the Hub Site was viewed over 75,000 times, and the Dashboard was viewed over 120,000 times.

a number of departments. By the end of 2020, Hopkinton staff had engaged in over 1,000 chats with residents!

In 2020 Hopkinton made upgrades to our existing shared infrastructure phone system with the Hopkinton Public Schools. A key benefit to this upgrade was an extension of mobility features; which allows for town staff to more easily receive live phone calls via Hopkinton's published public numbers, while not physically being in their office.

The IT Department implemented enhanced remote meeting capabilities by installing meeting room systems in every town building. These systems are already being used by staff, and will continue to be used in future years to allow us to better collaborate with one another.

The Hopkinton Technology Department completed 18 major projects in 2020

1. Expanded server infrastructure and primary data storage platform at Public Safety datacenter; additional resiliency and better accommodate future expansion of systems.
2. Core network switch/router deployed at Public Safety datacenter in preparation for downtown corridor project (cable undergrounding) and ability to utilize either Town Hall and/or Police Department as Hopkinton's municipal hub for town-wide network. Additional layer of redundancy/resiliency.
3. Implemented a new primary backup storage system, with enhancements for offsite storage while maintaining a relationship with Hopkinton Public Schools datacenter for business continuity (if needed).
4. Network consolidation for public safety networks
5. Assisted Hopkinton Communications Department with upgraded public safety dispatch area (computers with multiple monitors, new printers, etc.) and Fire Department Station Alerting System.
6. Public Safety Computer Aided Dispatch and Records Management System replacement project - contract signed and project implementation commenced; expected go-live Calendar 2021 Q2.
7. Install new AssessPro Assessor's application AP5. Included server and back-end build-out.
8. Parks and Recreation move to Walcott St - network setup & expansion.
9. Hopkinton Security Camera System: additional installs and upgrades at Town Hall drop box locations, as well as lobby areas and external views at Hopkinton Fire Department and Hopkinton Police Department. Upgrades to other internal cameras at Hopkinton Police.
10. Touchscreen large format display deployed at Town Hall for mapgeo and patriot online (Assessor's database). System is tested and operational - will be in use upon general re-opening of Town Hall to the public.
11. Assisted library with cwmars (catalog) upgrade.
12. Installed ergonomic stand up desks at numerous locations.

13. Implemented new townwide print server for streamlined printing for all town staff throughout any town building. Included decommissioning and upgrades of numerous multi-function print devices.
14. Continuation of expanded WiFi coverage; Senior Center & Town Hall.
15. Fuelmaster (Fuel tracking system) upgrade.
16. New Patch Management system for all town computers.
17. Firewall security enhancement and upgrades.
18. Facilitated a 10-month Cybersecurity training program for over 150 employees; through the Massachusetts Executive Office of Technology Services and Security. This training program helps protect the Town's and School's investments in technology and greatly enhances the security posture for Hopkinton as well as for our employees in their day-to-day interactions with technology.

Hopkinton has continued to make a conscious and deliberate effort to publish timely and relevant information and engage with residents via social media. News, town updates, meeting notice reminders, and general happenings around town are posted often. Give us a follow -this is one of the best ways to stay up to date on all things Hopkinton!

<https://twitter.com/HopkintonMA>

<https://www.facebook.com/hopkintonma.gov>

The Information Technology department would like to once again thank the residents of Hopkinton for their continued support and investments in technology that allow us to work with boards, committees, and other town employees to ensure we have resilient systems allowing all those who touch technology to work most effectively and efficiently. We look forward to continuing to serve you in 2021.

Respectfully Submitted,

Joshua Grossetti
Director of Information Technology

TOWN CLERK

I would like to start by thanking residents of the Town for their continued support and for their patience in such trying and extraordinary times. This report will provide a glimpse of the work we do to best serve you as well as the accomplishments of the Town Clerk's Office in 2020.

Staying Current:

This year has been a challenge with unprecedented election reform during a presidential election year and all of the challenges of adapting to COVID-19. All of the educational conferences that we regularly attend to keep up with the changes of our ever evolving responsibilities were cancelled. But we did not let that stop us from keeping up with the changes, we attended dozens of virtual training sessions by the state, particularly regarding changes to election law and cyber security.

2020 Town Meetings and Elections:

We are immensely thankful for our outstanding election staff, without whom our seamless democratic process would not be possible. Our election staff continues to operate with professionalism in their dedicated service to this community. This year was particularly challenging as those involved in the election process put themselves at high risk for COVID-19 exposure. We worked closely with the Health and Fire Departments to ensure that our processes minimized the risk to protect the health and safety of voters and poll workers. These changes resulted in us moving our Annual Meeting and Election into the Summer to decrease the risk of community spread. Our election staff have been extremely busy and have served this past year in a February 3, 2020 Special Town Election; the March 3, 2020 Presidential Primary; the June 29, 2020 Annual Town Election; the September 12, Annual Town Meeting; the September 1, 2020 State Primary; and finally, the November 3, 2020 State Election. The results of the 2020 Elections and the Town Meeting are available in this 2020 Annual Town Report.

Annual Listing of Residents:

The Annual Census is a year-long endeavor beginning with the preparation in the fall months with a goal to mail them to all households in January. Once this form is returned, this office then processes all changes in the Voter Registration Information System. The Town Clerk's Office records the family members who are living at an address and those members who have moved out of town. It is also important to note that the census form does not register a resident as a voter. If a resident wishes to register to vote or change party affiliation, they must fill out a voter registration form and file it with the Town Clerk or register to vote online.

It is State law that if a voter fails to respond to the annual census, it will cause them to be listed as an "inactive voter". The voter would then need to show proof of continuous residence in Hopkinton, in order to reactivate their voting status and vote. If a resident who was registered to vote has moved out of town, we cannot remove a voter without their signature. We make every effort to contact them to obtain their signature verifying

that they no longer live in town. Please, do not hesitate to contact this office with any questions regarding the voting process or the annual town census.

Dog License Renewals:

In 2020, we saw our allowed occupancy in Town Hall make licensing dogs a particular challenge, while also being difficult residents. Due to this, we waived penalties for 2020 and only asked that people register as soon as they could with our normal schedule returning in 2021. Dog license renewal forms are attached to the Street Listing Form. We process and send out dog licenses between January 1st and April 1st. Dog licenses are issued only with proof of the dog receiving a rabies vaccination, in accordance with provisions of Sec. 147A of Chapter 140 of the Massachusetts General Law.

Open Meeting Law:

The Town Clerk has the responsibility of ensuring that the Open Meeting Law is observed with the posting of all town meeting agendas at least 48 hours prior to any open meetings. The notice of the public meeting is required to be posted at two locations available to the public; one of which has to be accessible to the public 24 hours a day. This is achieved through the acceptance by the Board of Selectmen of Town meeting notices on the Town's website. The binder located outside of the Town Clerk's Office serves as the primary posting location.

COVID-19 also came with an executive order from Governor Baker allowing public bodies to meet remotely so long as the public still had virtual access to the proceedings. Our IT department was able to effectively roll out virtual platforms to ensure that Town business went uninterrupted and ensured that public access to government proceedings was unhindered.

Ethics & Conflict of Interest:

The conflict of interest law seeks to prevent conflicts between private interest and public duties and foster integrity in those participating in public service. The Town Clerk serves as the liaison to the Ethics Commission of the Commonwealth and ensures that all elected and appointed officials of the Town are in compliance with the law.

Preservation of Town Documents:

This office was generously granted funding of \$20,000 through the Community Preservation Fund by Town Meeting. This funding was used to preserve the historic documents that are stored in the Town Clerk's lower vault, dating back to the 1700 & 1800's. Unfortunately, even with all of the progress made, the list of documents in need of preservation continues to grow as more and more records reach an older age and begin to deteriorate.

Register of Vital Statistics:

Below is a report of the Town's Register of Vital statistics as of December 31, 2020:

Births	148
Marriage Intentions	63
Marriages	59
Deaths	110

I would also like to extend my most sincere thanks to those workers in the Senior Tax Credit Program as well as a number of dedicated volunteers. These dedicated individuals make the quality of service that we provide possible by skillfully assisting with all manners of tasks that we would otherwise not have the staff to complete. This was especially true with the demands of running elections during a pandemic, where we did not want to put anyone at risk, but these residents put themselves at risk to ensure that we would be able to ensure safe and fair elections.

It is this office's goal to continue excellent communication and assistance to residents through our webpage including the town bylaws, town meeting and election results, voter information, and various online forms. We always invite you to stop by the office for assistance and more information on what is going on in your town government.

I am so grateful to be able to serve you all as my friends and neighbors. It is you all that make this community such a great place to live and I am honored to serve as your representative in the Town Hall.

Sincerely,

Connor B. Degan
Your Town Clerk

SPECIAL TOWN ELECTION
HOPKINTON, MASSACHUSETTS
MONDAY, FEBRUARY 3, 2020

TOTAL OF ALL PRECINCTS		Ballots { }			
QUESTION # 1	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
Shall the Town of Hopkinton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to construct, reconstruct, renovate, alter, and improve Hopkinton High School?					
Blanks	0	0	0	0	0
YES	237	191	160	137	725
NO	58	79	47	45	229
	295	270	207	182	954
QUESTION # 2	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
Shall the Town of Hopkinton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase and install modular classrooms at the Elmwood School, including associated engineering, design and construction?					
Blanks	0	0	0	0	0
YES	232	193	164	138	727
NO	63	77	43	44	227
	295	270	207	182	954
QUESTION # 3	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
Shall the Town of Hopkinton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase and install modular classrooms at the Hopkins School, including associated engineering, design and construction?					
Blanks	0	0	0	0	0
YES	235	191	165	139	730
NO	60	79	42	43	224
	295	270	207	182	954

Total of all precincts PRESIDENTIAL PRIMARY HOPKINTON, MASSACHUSETTS TUESDAY, MARCH 3, 2020

DEMOCRATIC PARTY					
OFFICE NAME					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	3	1	1	1	6
DEVAL PATRICK	1	3	2	0	6
AMY KLOBUCHAR	23	7	19	12	61
ELIZABETH WARREN	262	213	212	195	882
MICHAEL BENNET	0	0	0	0	0
MICHAEL R. BLOOMBERG	147	155	137	127	566
TULSI GABBARD	1	5	3	7	16
CORY BOOKER	0	0	0	0	0
JULIAN CASTRO	0	0	1	0	1
TOM STEYER	7	5	7	4	23
BERNIE SANDERS	230	183	170	175	758
JOSEPH R. BIDEN	489	316	365	343	1513
JOHN K. DELANEY	1	1	0	0	2
ANDREW YANG	1	0	1	2	4
PETE BUTTIGIEG	40	38	41	42	161
MARIANNE WILLIAMSON	0	0	0	1	1
NO PREFERENCE	2	1	2	2	7
Write In	0	1	0	1	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1207	929	961	912	4009
STATE COMMITTEE MAN	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	355	289	299	283	1226
JACK PATRICK LEWIS	851	639	662	627	2779
Write In	1	1	0	2	4
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1207	929	961	912	4009
STATE COMMITTEE WOMAN	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	221	201	209	170	801
KAREN SPILKA	982	727	752	741	3202
Write In	4	1	0	1	6
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1207	929	961	912	4009
TOWN COMMITTEE	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	22386	17763	18865	17682	76696
GROUP	579	427	421	407	1834
RICHARD O. DUGGAN	622	457	464	462	2005
MARY E. DUGGAN	635	462	478	468	2043
MARGO R. ROMAN	624	448	456	443	1971
DARLENE A. HAYES	647	476	502	480	2105

Total of all precincts PRESIDENTIAL PRIMARY HOPKINTON, MASSACHUSETTS TUESDAY, MARCH 3, 2020

ELLEN D. RUTTER	638	476	479	453	2046
BETH ELLEN WATSON	616	463	447	433	1959
CHRISTINE DIETZ	606	450	458	435	1949
AMY B. RITTERBUSCH	703	558	537	520	2318
SHAHIDUL HASAN MANNAN	627	466	452	447	1992
IRFAN NASRULLAH	635	489	484	477	2085
REBEKA L. HOFFMAN	610	451	453	435	1949
LESLEY A. FICARRI	601	458	447	425	1931
LAURA W. HANSON	639	451	458	443	1991
MEGAN HELEN CARVALHO	614	454	453	434	1955
EDWARD J. MILLS	601	448	468	437	1954
MICHAEL F. COOK	598	440	438	419	1895
MURIEL E. KRAMER	690	526	504	519	2239
FRANCIS J. D'URSO	605	458	454	440	1957
THOMAS E. SMITH	596	449	441	423	1909
MAUREEN K. BUMILLER	609	453	454	433	1949
KENNETH C. PARKER	619	442	442	423	1926
CONSTANCE S. WRIGHT	625	469	474	457	2025
CYNTHIA S. ESTHIMER	604	442	473	428	1947
ELIZABETH B. WHITEMORE	606	447	464	424	1941
GARRY W. RUSSELL	595	441	444	422	1902
JESSICA C. FLEET	602	444	449	431	1926
MARY JO ONDRECHEN	605	452	439	428	1924
AMY E. GROVES	610	458	458	431	1957
MICHAEL JAMES KING	604	452	438	424	1918
JESSICA ANNA-MARIE KING	611	452	445	430	1938
JENNIFER C. FLANAGAN	647	461	462	445	2015
LYA ANA BATLLE-RAFFERTY	605	447	446	430	1928
Write In	10	10	9	4	33
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	42824	32940	34056	32292	142112

REPUBLICAN PARTY

OFFICE NAME					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	3	1	3	0	7
WILLIAM F. WELD	28	24	26	32	110
JOE WALSH	3	2	0	1	6
DONALD J. TRUMP	152	163	139	104	558
ROQUE "ROCKY" DE LA FUENTE	2	0	0	2	4
NO PREFERENCE	5	6	2	7	20
Write In	3	2	4	2	11
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0

Total of all precincts PRESIDENTIAL PRIMARY HOPKINTON, MASSACHUSETTS TUESDAY, MARCH 3, 2020

	196	198	174	148	716
STATE COMMITTEE MAN	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	50	46	43	33	172
MARTIN A. LAMB	143	150	131	115	539
Write In	3	2	0	0	5
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	196	198	174	148	716
STATE COMMITTEE WOMAN	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	18	31	21	14	84
JANET LEOMBRUNO	67	50	53	39	209
LEDA ARAKELIAN	111	117	100	95	423
Write In	0	0	0	0	0
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	196	198	174	148	716
TOWN COMMITTEE	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	5457	5502	4580	3977	19516
GROUP	80	86	96	68	330
KENNETH R. WEISMANTEL	117	108	118	93	436
F. ERIC SONNETT	106	114	120	93	433
JOHN M. COUTINHO	100	109	113	93	415
JAMES W. BOUDREAU	93	95	104	82	374
VASCEN J. BOGIGIAN	95	104	102	93	394
THOMAS J. GARABEDIAN	102	108	108	92	410
LEDA ARAKELIAN	120	120	113	99	452
WILLIAM A. MUENCH	103	103	104	79	389
HENRY R. KUNICKI	96	95	104	77	372
AL ALFRED W. ROGERS, JR.	94	100	102	82	378
JUSTIN M. ROGERS	94	91	103	79	367
MATTHEW J. DEWAELE	91	95	104	77	367
JORGE C. CORCUERA	91	93	107	80	371
WILLIAM S. ROGERS, JR.	95	93	104	81	373
Write In	6	0	4	3	13
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	6940	7016	6186	5248	25390

Total of all precincts PRESIDENTIAL PRIMARY HOPKINTON, MASSACHUSETTS TUESDAY, MARCH 3, 2020

GREEN-RAINBOW

OFFICE NAME					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	0	0	0	0	0
DARIO HUNTER	0	0	0	0	0
MOYOWASIFZA-CURRY	0	0	0	0	0
KENT MESPLAY	0	0	0	0	0
HOWARD HAWKINS	0	1	0	0	1
NO PREFERENCE	0	0	0	0	0
Write In	0	0	0	1	1
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	1	0	1	2
STATE COMMITTEE MAN	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	0	1	0	1	2
Write In	0	0	0	0	0
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	1	0	1	2
STATE COMMITTEE WOMAN	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	0	1	0	1	2
Write In	0	0	0	0	0
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	1	0	1	2
TOWN COMMITTEE	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	0	10	0	10	20
Write In	0	0	0	0	0
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	10	0	10	20

Total of all precincts PRESIDENTIAL PRIMARY HOPKINTON, MASSACHUSETTS TUESDAY, MARCH 3, 2020

LIBERTARIAN

OFFICE NAME					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	0	0	0	0	0
ARVIN VOHRA	0	2	0	0	2
VERMIN LOVE SUPREME	0	0	0	0	0
JACOB GEORGE HORNBERGER	0	0	1	0	1
SAMUEL JOSEPH ROBB	0	0	0	0	0
DAN TAXATION IS THEFT BEHRMAN	0	0	0	1	1
KIMBERLY MARGARET RUFF	0	0	0	0	0
KENNETH REED ARMSTRONG	0	0	0	0	0
ADAM KOKESH	0	0	0	0	0
JO JORGENSEN	0	0	0	0	0
MAX ABRAMSON	0	0	0	0	0
NO PREFERENCE	0	1	1	0	2
Write In	1	0	0	1	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1	3	2	2	8
STATE COMMITTEE MAN	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	1	3	2	2	8
Write In	0	0	0	0	0
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1	3	2	2	8
STATE COMMITTEE WOMAN	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	1	2	1	2	6
Write In	0	1	1	0	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1	3	2	2	8
TOWN COMMITTEE	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
Blanks	10	28	20	20	78
Write In	0	2	0	0	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
Total	10	30	20	20	80

True Copy Attest:

ANNUAL TOWN ELECTION
HOPKINTON, MASSACHUSETTS
MONDAY, JUNE 29, 2020

TOTAL OF ALL PRECINCTS	Ballots { 2568 }				
OFFICE NAME					
BOARD OF SELECTMEN (1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	7	4	2	0	13
JOHN M. COUTINHO	255	230	259	197	941
AMY B RITTERBUSCH	537	435	338	302	1612
Write In	0	0	0	0	0
Scattered	1	0	0	1	2
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568
BOARD OF ASSESSORS (1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	160	154	134	114	562
ADAM R. MUNROE	636	513	464	386	1999
Write In	0	0	0	0	0
Scattered	4	2	1	0	7
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568
BOARD OF HEALTH (1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	159	155	132	113	559
ELIZABETH B. WHITEMORE	640	509	467	387	2003
Write In	0	0	0	0	0
Scattered	1	5	0	0	6
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568

ANNUAL TOWN ELECTION
HOPKINTON, MASSACHUSETTS
MONDAY, JUNE 29, 2020

TOTAL OF ALL PRECINCTS	Ballots { 2568 }				
OFFICE NAME					
BOARD OF LIBRARY TRUSTEES (2)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	417	378	328	298	1421
MEENA KAUSHIK	637	489	436	369	1931
JESSICA MICHELLE McCaffrey	543	462	428	331	1764
Write In	0	0	0	0	0
Scattered	3	9	6	2	20
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1600	1338	1198	1000	5136
CEMETERY COMMISSIONER (1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	200	157	141	124	622
CLAIRE B. WRIGHT	593	507	452	372	1924
Write In	0	0	0	0	0
Scattered	7	5	6	4	22
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568
COMMISSIONERS OF TRUST FUNDS (1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	156	157	141	105	559
MARY E. DUGGAN	640	509	458	392	1999
Write In	0	0	0	0	0
Scattered	4	3	0	3	10
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568

ANNUAL TOWN ELECTION
HOPKINTON, MASSACHUSETTS
MONDAY, JUNE 29, 2020

TOTAL OF ALL PRECINCTS	Ballots { 2568 }				
OFFICE NAME					
CONSTABLE (1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	162	164	139	120	585
PATRICK ATWELL	635	503	458	379	1975
Write In	0	0	0	0	0
Scattered	3	2	2	1	8
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568
HOUSING AUTHORITY(1)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	196	196	190	138	720
DARLENE A. HAYES	587	457	400	349	1793
Write In	0	0	0	0	0
Scattered	8	10	2	4	24
JOHN M. COUTINHO	9	6	7	9	31
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	800	669	599	500	2568
COMMISSIONERS OF PARKS AND RECREATION (2)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Three Years					
Blanks	336	326	276	255	1193
LAURA W. HANSON	635	505	466	376	1982
LIISA K. JACKSON	627	503	453	367	1950
Write In	0	0	0	0	0
Scattered	2	4	3	2	11
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1600	1338	1198	1000	5136

ANNUAL TOWN ELECTION
HOPKINTON, MASSACHUSETTS
MONDAY, JUNE 29, 2020

TOTAL OF ALL PRECINCTS	Ballots { 2568 }				
OFFICE NAME					
PLANNING BOARD (2)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Five Years					
Blanks	360	366	329	288	1343
JANE T. MORAN	613	485	430	350	1878
SUNDAR SIVARAMAN	622	479	437	358	1896
Write In	0	0	0	0	0
Scattered	5	8	2	4	19
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1600	1338	1198	1000	5136
SCHOOL COMMITTEE (2)	TOTAL P1	TOTAL P2	TOTAL P3	TOTAL P4	TOTAL BALLOT
For Five Years					
Blanks	173	150	146	144	613
LYA ANA BATLLE-RAFFERTY	490	430	348	310	1578
JOSEPH M. MARKEY	628	462	419	337	1846
DAWN M. RONAN	308	291	283	208	1090
Write In	0	0	0	0	0
Scattered	1	5	2	1	9
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1600	1338	1198	1000	5136

**STATE PRIMARY
SEPTEMBER 1, 2020
DEMOCRATIC
FINAL**

DEMOCRATIC

SENATOR IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	1	2	5	8	16
EDWARD J. MARKEY	633	491	439	447	2010
JOSEPH P. KENNEDY, III	482	411	430	428	1751
Write In	0	1	1	1	3
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1116	905	875	884	3780
REPRESENTATIVE IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	58	59	44	44	205
JAKE AUCHINCLOSS	219	187	188	165	759
DAVID FRANKLIN CAVELL	15	5	8	10	38
BECKY GROSSMAN	174	114	166	140	594
ALAN A. KHAZEI	100	89	81	70	340
IHSSANE LECKEY	128	112	86	101	427
NATALIA LINOS	137	116	90	128	471
JESSE R. MERMELL	252	194	179	201	826
BENJAMIN R. SIGEL	8	7	7	1	23
CHRISTOPHER Z. ZANNETOS	23	22	26	24	95
Write In	2	0	0	0	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1116	905	875	884	3780

**STATE PRIMARY
SEPTEMBER 1, 2020
DEMOCRATIC
FINAL**

COUNCILLOR	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	233	195	176	166	770
ROBERT L. JUBINVILLE	879	708	697	717	3001
Write In	4	2	2	1	9
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1116	905	875	884	3780
SENATOR IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	126	103	112	96	437
KAREN E. SPILKA	987	800	762	787	3336
Write In	3	2	1	1	7
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1116	905	875	884	3780
REPRESENTATIVE IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	134	105	108	95	442
CAROLYN C. DYKEMA	980	798	766	789	3333
Write In	2	2	1	0	5
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1116	905	875	884	3780
REGISTER OF PROBATE	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	225	198	170	169	762
TARA E. DeCRISTOFARO	888	703	704	714	3009
Write In	3	4	1	1	9
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	1116	905	875	884	3780

STATE PRIMARY
SEPTEMBER 1, 2020
GREEN-RAINBOW
FINAL

GREEN-RAINBOW

SENATOR IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	2	0	0	2
Write In	0	2	0	0	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	4	0	0	4
REPRESENTATIVE IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	2	0	0	2
Write In	0	2	0	0	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	4	0	0	4
COUNCILLOR	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	3	0	0	3
Write In	0	1	0	0	1
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	4	0	0	4
SENATOR IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	3	0	0	3
Write In	0	1	0	0	1
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	4	0	0	4
REPRESENTATIVE IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	3	0	0	3
Write In	0	1	0	0	1
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	4	0	0	4

STATE PRIMARY
SEPTEMBER 1, 2020
GREEN-RAINBOW
FINAL

REGISTER OF PROBATE	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	1	0	0	1
Write In	0	3	0	0	3
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	4	0	0	4

**STATE PRIMARY
SEPTEMBER 1, 2020
LIBERTARIAN
FINAL**

LIBERTARIAN

SENATOR IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	0	0	1	1
Write In	3	1	2	3	9
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	3	1	2	4	10
REPRESENTATIVE IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	1	1	2	3	7
Write In	2	0	0	1	3
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	3	1	2	4	10
COUNCILLOR	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	1	1	2	4	8
Write In	2	0	0	0	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	3	1	2	4	10
SENATOR IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	0	2	4	6
Write In	3	1	0	0	4
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	3	1	2	4	10

**STATE PRIMARY
SEPTEMBER 1, 2020
LIBERTARIAN
FINAL**

REPRESENTATIVE IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	1	2	4	7
Write In	3	0	0	0	3
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	3	1	2	4	10
REGISTER OF PROBATE	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	1	2	4	7
Write In	3	0	0	0	3
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	3	1	2	4	10

**STATE PRIMARY
SEPTEMBER 1, 2020
REPUBLICAN
FINAL**

REPUBLICAN

SENATOR IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTAL
Blanks	1	1	0	2	4
SHIVA AYYADURAI	73	68	63	61	265
KEVIN J. O'CONNOR	124	130	117	77	448
Write In	0	2	2	3	7
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	198	201	182	143	724
REPRESENTATIVE IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTAL
Blanks	11	5	9	8	33
JULIE A. HALL	126	130	108	97	461
DAVID ROSA	61	66	65	36	228
Write In	0	0	0	2	2
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	198	201	182	143	724
COUNCILLOR	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTAL
Blanks	196	198	163	141	698
Write In	2	3	19	2	26
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	198	201	182	143	724
SENATOR IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTAL
Blanks	195	199	165	141	700
Write In	3	2	17	2	24
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	198	201	182	143	724

**STATE PRIMARY
SEPTEMBER 1, 2020
REPUBLICAN
FINAL**

REPRESENTATIVE IN GENERAL COURT	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTAL
Blanks	196	199	167	141	703
Write In	2	2	15	2	21
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	198	201	182	143	724
REGISTER OF PROBATE	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTAL
Blanks	196	198	171	141	706
Write In	2	3	11	2	18
Scattered	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	198	201	182	143	724



COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOPKINTON
ANNUAL TOWN MEETING WARRANT
September 12, 2020

MIDDLESEX, ss.

To any of the Constables of the Town of Hopkinton in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn all inhabitants of the Town of Hopkinton qualified to vote in elections and in Town affairs to meet on the grounds of Hopkinton High School, 90 Hayden Rowe, on September 12, 2020, at 9:30 A.M., then and there to act upon the following Articles:

FINANCIAL – FISCAL YEAR 2020

ARTICLE: 1	FY 2020 Supplemental Appropriations and Transfers	<i>Sponsor: Town Manager</i>
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To see if the Town will vote to transfer from available funds or otherwise provide a sum or sums of money to supplement operating budgets and various accounts for the fiscal year ending June 30, 2020.

Pass any vote or take any act relative thereto.

ARTICLE: 2	Unpaid Bills from Previous Fiscal Years	<i>Sponsor: Town Manager</i>
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To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay unpaid bills from prior fiscal years, in accordance with the provisions of Chapter 44, Section 64, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

Select Board Chair Brendan Tedstone

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FINANCIAL – FISCAL YEAR 2021

ARTICLE: 3 Excess Bond Premium

Sponsor: Town Manager

To see if the Town will vote to appropriate the remaining excess bond premium from the Town's \$9,175,000 (NINE MILLION, ONE HUNDRED AND SEVENTY FIVE THOUSAND DOLLARS) General Obligation Municipal Purpose Loan of 2019 bonds, dated November 26, 2019, and \$9,500,000 (NINE MILLION, FIVE HUNDRED THOUSAND DOLLARS) General Obligation Municipal Purpose Loan of 2020 bonds, dated June 25, 2020, to capital projects of the Town for which such bonds were issued or for which borrowing has been authorized, so as to reduce the borrowing authorizations accordingly, or to other capital projects of the Town.

Pass any vote or take any act relative thereto.

ARTICLE: 4 Personal Property

Sponsor: Board of Assessors

To see if the Town will vote to amend its vote taken on May 2, 2016 at the Annual Town Meeting through which the Town (i) accepted the provisions of Chapter 59, Section 5, Clause Fifty-fourth of the *Massachusetts General Laws* and (ii) established a minimum value of personal property subject to taxation in the amount of \$1,000 (ONE THOUSAND DOLLARS), by modifying the threshold minimum value for personal property subject to taxation to \$2,500 (TWO THOUSAND FIVE HUNDRED DOLLARS) for all fiscal years beginning on or after July 1, 2020.

Pass any vote or take any act relative thereto.

ARTICLE: 5 Set the Salary of Elected Officials

Sponsor: Select Board

To see if the Town will vote to fix the salary or compensation of all of the elected officials of the Town in accordance with Chapter 41, Section 108, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

ARTICLE: 6 Fiscal 2021 Operating Budget

Sponsor: Town Manager

To hear and act on reports and recommendations of the Appropriation Committee and to see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the operation and maintenance of Town Departments for the fiscal year beginning July 1, 2020; said sums to be expended for said purposes under the direction of the respective Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto.

Select Board Chair Brendan Tedstone


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ARTICLE: 7	FY 2021 Revolving Funds Spending Limits	<i>Sponsor: Town Manager</i>
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To see if the Town will vote to establish the limit on the total amount that may be expended from each revolving fund established by Article VI of Chapter 13 of the General Bylaws pursuant to Section 53E½ of Chapter 44 of the *Massachusetts General Laws* for the fiscal year beginning July 1, 2020.

Pass any vote or take any act relative thereto.

ARTICLE: 8	Chapter 90 Highway Funds	<i>Sponsor: Town Manager</i>
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To see if the Town will vote to appropriate a sum or sums of money from the proceeds due to the Town pursuant to Chapter 90 of the *Massachusetts General Laws* for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges, the acquisition of easements and other interests in real property related to the laying out of ways, and other related costs, which qualify under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE: 9	Transfer to Other Post-Employment Benefits Liability Trust Fund	<i>Sponsor: Town Manager</i>
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To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the Other Post-Employment Benefits Liability Fund, to be used, upon further appropriation, for any lawful purpose.


Pass any vote or take any act relative thereto.

CAPITAL EXPENSES AND PROJECTS

ARTICLE: 10	Lease East Main Street Parcel for International Marathon Center	<i>Sponsor: Select Board</i>
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To see if the Town will vote to authorize the Select Board to lease a certain parcel of land situated on East Main Street in the Town of Hopkinton, Middlesex County, Massachusetts, shown as LOT A-2-D and as containing 19.0 acres of land on a plan entitled "Legacy Farms Road North, Hopkinton, Massachusetts Issued For Definitive Subdivision Plan and Local Approvals", dated May 25, 2012, prepared by Vanasse, Hangen & Brustlin, Inc. (Sheets C-4 through C 12), recorded with Middlesex South District Registry of Deeds in Plan Book 2012, Plan 943 (9 Sheets) for a term not to exceed 99 years, for the purpose of constructing, maintaining, and operating an International Marathon Center or facility as reasonably determined by the Select Board, and on such terms and conditions as the Select Board deem to be in the best interests of the Town, to the winner of a competitive bid selection process pursuant to Chapter 30B of the *Massachusetts General Laws*.

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Pass any vote or take any act relative thereto.

COMMUNITY PRESERVATION FUNDS

ARTICLE: 11	Community Preservation Funds	<i>Sponsor: Community Preservation Committee</i>
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To see if the Town will vote to appropriate or reserve from the Community Preservation annual revenues a sum or sums of money, in the amounts recommended by the Community Preservation Committee and not to exceed 5% of the estimated annual revenues for Fiscal Year 2021, for committee administrative expenses and other expenses in the fiscal year beginning July 1, 2020, with each item to be considered a separate appropriation.

Pass any vote or take an act relative thereto.

ARTICLE: 12	Community Preservation Recommendations	<i>Sponsor: Community Preservation Committee</i>
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To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Community Preservation budget for Fiscal Year 2021; and, further, to reserve for future appropriation a sum of money from the Community Preservation Fund for open space, historic resources, and community housing purposes; and, further, to appropriate from the Community Preservation Fund, a sum or sums of money for the following Community Preservation projects or purposes, including the acquisition of interests in land, all as recommended by the Community Preservation Committee:

- A. \$20,000 (TWENTY THOUSAND DOLLARS) from funds reserved for Historical Preservation for the preservation of Town Records in the Town Hall basement, with funds being expended based on the age of record, extent of damage, and the importance of contents. Said sum to be spent under the direction of the Hopkinton Town Clerk and the Community Preservation Committee.
- B. \$3,800 (THREE THOUSAND EIGHT HUNDRED DOLLARS) from funds reserved for Historical Preservation for a Historical Property Survey. The Survey will cover all of Summer Street, Main Street odd numbers 81-95, and even numbers 70-92 Main Street (omitting the police station). Said sum to be spend under the direction of the Hopkinton Historic District Commission and the Community Preservation Committee.
- C. \$400,000 (FOUR HUNDRED THOUSAND DOLLARS) from funds reserved for Historical Preservation for improvements to the Exterior of the Hopkinton Center for the Arts, Terry Family Farmhouse, 98 Hayden Rowe, shown as Assessors Map parcel U22 1 0; said sum to be spent under the direction of the Hopkinton Historical Society and the Community Preservation Committee.
- D. \$25,000 (TWENTY FIVE THOUSAND DOLLARS) from funds reserved for Passive/Active Recreation for the construction of an Aikens Park Trail to Stone Bridge segment, located along Rt. 85, shown as

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Assessors Map parcel R4 22 0; said sum to be spent under the direction of the Hopkinton Historical Commission and the Community Preservation Committee.

- E. A sum or sums from funds reserved for Open Space for the purchase of certain parcels and interests in land for the continuation of the Upper Charles Trail: (1) the "Kelleigh" parcel, known as the "Railroad bed," comprised of tlnl and improvements situated near East Main Street in Hopkinton, MA, containing 2.4 acres, more or less, identified as Assessors Parcel U12 10 0 and more particularly described in a certain deed recorded in the Middlesex South District Registry of Deeds in Book 18533, Page 313; and (2) the "Mezitt" parcel, comprised of trail easements on two parcels of land situated near East Main Street in Hopkinton MA, containing 10.5 acres and 59.5 acres, more or less, identified as Assessors Parcels U12 22 0 and U12 25 0, respectively, and more particularly described in a certain deed recorded in the Middlesex South District Registry of Deeds in Book 13414, Page 7; said sum to be spent under the direction of Select Board and Community Preservation Committee.
- F. \$74,376 (SEVENTY FOUR THOUSAND THREE HUNDRED SEVENTY SIX DOLLARS) from funds reserved for Passive/Active Recreation for the construction of a Campus Trail Connector, located at 0 McDermott Lane (directly across from EMC Playground), shown as Assessors Map parcel U22 5 A; said sum to be spent under the direction of the Upper Charles Trail Committee and the Community Preservation Committee.
- G. \$20,000 (TWENTY THOUSAND SIX DOLLARS) from funds reserved for Passive/Active Recreation for the construction of Hughes Trail Phase 2, Located at the Western End of the Hughes Trail Property, shown as Assessors Map parcel R30-132-0, R30-131-0, R30-2-A and R30-2-0; said sum to be spent under the direction of the Trail Coordination and Management Committee and the Community Preservation Committee.
- H. \$75,000 (SEVENTY FIVE THOUSAND DOLLARS) from funds reserved for Open Space for the construction of a Chamberlain to Center Trail segment, connecting the Center Trail Phase 2 at field 13 of the Chamberlain Street sidewalks, shown as Assessors Map parcel U21 3 0; said sum to be spent under the direction of the Trail Coordination and Management Committee and the Community Preservation Committee.
- I. \$75,000 (SEVENTY FIVE THOUSAND DOLLARS) from Undesignated funds for a drainage study for a skate park located at 113 Hayden Rowe, shown as Assessors Map parcel U22 19 A; The funds includes the design of the storm water system, design and bid for the skate park. Said sums to be spent under the direction of the Parks and Recreation Department and the Community Preservation Committee.

Pass any vote or take any act relative thereto.

ZONING BYLAW AMENDMENTS

ARTICLE: 13	Car Washes, Downtown Business District	<i>Sponsor: Planning Board</i>
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To see if the Town will vote to amend Article VIA, Downtown Business (BD) District, §210-20.3, Uses allowed by Special Permit of the Zoning Bylaws, by striking the words "(4) Car wash facilities" from subsection A thereof, and renumbering the remaining item accordingly.

Pass any vote or take any act relative thereto.

ARTICLE: 14	Industrial B District Housekeeping	<i>Sponsor: Planning Board</i>
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To see if the Town will vote to amend Article VIIIA, Industrial B District, §210-37.9, Uses allowed by Special Permit, of the Zoning Bylaws, by designating the first paragraph thereof as subsection "A," and by numbering items A through K thereunder as items (1) through (11) respectively.

Pass any vote or take any act relative thereto.

ARTICLE: 15	Wireless Communications Facilities	<i>Sponsor: Planning Board</i>
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To see if the Town will vote to amend Article XVI, Wireless Telecommunications Facilities, of the Zoning Bylaws as follows:

1. By striking the last sentence of Article XVI, Wireless Telecommunications Facilities, §210-100.A in its entirety, and inserting, in place thereof, the following:

Any proposed extension in the height, addition of cells, antenna or panels, or other change to an existing wireless communications facility that does not substantially change the physical dimensions of a tower or base station pursuant to FCC regulations, or construction of a replacement facility, shall not require a special permit.

and

2. By amending §210-101.K, by inserting "new" after "The height of..."

and

3. By amending the first sentence in §210-101.L, by replacing the word "New" with "New facilities."

and

4. Amending the third sentence of §210-105.B, by inserting the word "new" after the word "No."

Pass any vote or take any action relative thereto.

ARTICLE: 16	Accessory Dwelling Unit	<i>Sponsor: Planning Board</i>
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To see if the Town will vote to amend Article XVIII, Supplementary Regulations, §210-126 of the Zoning Bylaws as follows:

1. By striking the word "family" in the title of the section;

and

2. By striking the word "family" after the words "to accommodate an additional..."

and

3. By amending subsection C as follows:

Use limitations. Such additional ~~family living~~ dwelling unit shall, at the discretion of the Board of Appeals, accommodate up to a maximum of three persons, provided, however, that the owner of record of the structure ~~is a resident of the structure which~~ that includes the accessory ~~family~~ dwelling unit shall be a resident thereof. ~~The existing unit shall accommodate an additional family unit only if a) a member of the additional family is related by blood, marriage or adoption to the owner of the premises; or b) a member of the additional family is 60 years of age or older.~~ There shall be no other ~~living~~ dwelling unit on the lot upon which such accessory unit is to be located.

and

4. By striking the third sentence ("An interior doorway shall be provided between each dwelling unit as a means of access for purposes of supervision and emergency response.") in its entirety.

and

5. By amending subsection Ls as follows:

L. Definition. Accessory dwelling ~~family~~ unit shall mean a dwelling unit contained within or being an extension of a single-family ~~structure dwelling~~ to accommodate a caregiver or service provider or an additional family only if a member of the additional family is related ~~by blood, marriage or adoption~~ to the owner of the premises, ~~or a member of the additional family is 60 years of age or older.~~


Pass any vote or take any action relative thereto.

ARTICLE: 17	Nonconforming Lots, Uses and Structures	Sponsor: Planning Board
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To see if the Town will vote to amend Article XIX, Nonconforming Lots, Uses and Structures, §210-128.D., Nonconforming Uses, of the Zoning Bylaws as follows:

1. By inserting a new subsection E immediately following subsection D that reads:

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E. Zoning Enforcement Officer Waiver

The Zoning Enforcement Officer shall waive the requirement for a Special Permit under §210-128, Item A, above, provided the following criteria are met:

- (1) The proposed alteration does not alter the footprint of the existing dwelling;
- (2) The proposed alteration does not alter the overall height of the existing dwelling; and
- (3) All owners of property that lies within 300 feet of the subject property do not object to the proposed alteration, as evidenced by endorsement of a plan (or a copy of the plan) showing the proposed alterations, with dimensions, to be submitted to the Building Department for approval. A certified list of abutters shall be obtained through the Hopkinton Assessing Department.

Pass any vote or take any act relative thereto.

ARTICLE: 18	Temporary Signs	<i>Sponsor: Planning Board</i>
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To see if the Town will vote to amend the Zoning Bylaws as follows:


1. To insert the following after §210-179.E:

F. Business Access during Construction in Right-of-Way

- (1) "Affected business" shall be defined, for the purposes of this section, as a business for which access can be reasonably determined by the Zoning Enforcement Officer to be blocked, hindered, or otherwise adversely affected due to nearby construction within the right-of-way.
- (2) Each affected business may display up to four (4) temporary signs or sandwich boards within 600 feet of the property line for the purpose of directing customers to parking, indicating hours of operation, or displaying messaging such as "open during construction" or other special instructions to customers.
- (3) Temporary signs for affected businesses shall not be limited to the 30-day maximum duration, as set forth within this section, but shall be allowed to remain in place until the business is no longer affected by the construction within the right-of-way, as determined by the Zoning Enforcement Officer.

Pass any vote or take any act relative thereto.

Select Board Chair Brendan Tedstone


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ARTICLE: 19	Commercial Solar Photovoltaic Installations	<i>Sponsor: Planning Board</i>
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To see if the Town will vote to amend the Zoning Bylaws as follows:

To amend Article XXXI, Commercial Solar Photovoltaic Installations, §210-201. Applicability, by striking the first sentence in its entirety and replacing it with the following:

For the purposes of this article, there is hereby established within the Town of Hopkinton an overlay district referred to as the CSPVOD delineated on a map entitled "Commercial Solar Photovoltaic Overlay District, Town of Hopkinton," dated June 1, 2020. This map is hereby made part of the Town of Hopkinton Zoning Bylaw and is on file with the office of the Town Clerk.

Construction and use of a commercial solar photovoltaic installation or any part thereof shall be permitted solely in areas within the CSPVOD and shall be governed by this article.

Pass any vote or take any act relative thereto.

<u>LAND ACQUISITION AND DISPOSITION</u>
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ARTICLE: 20	Land Acquisition – Liberty Mutual Property	<i>Sponsor: Ann Karnofsky, Citizens Petition</i>
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To see if the Town will vote to authorize the Select Board to purchase, on such terms and conditions as the Select Board shall deem to be in the best interests of the Town, a parcel of land, known as the Liberty Mutual property, located at 71 Frankland Road, as described in the deed recorded at the Middlesex South Registry of Deeds in book number 74323 at page number 518 and shown on the plan recorded at the Middlesex South Registry of deeds as Plan No. 201 of 2020, provided that the portion of said parcel shown as "Lot 1" on said plan shall be acquired for open space purposes and shall be made subject to a conservation restriction preserving such open space; and, provided further that the portion of said parcel shown as "Lot 2" on said plan shall be acquired for community housing purposes.

Pass any vote or take any act relative thereto.

ARTICLE: 21	Street Acceptance, Legacy Farms North	Sponsor: Planning Board
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To hear the report of the Select Board relative to the laying out Legacy Farms Road North under the provisions of Chapter 82 of the *Massachusetts General Laws*, and to see if the Town will vote to accept Legacy Farms North as and for a public way and to authorize the Select Board to acquire by gift, purchase or eminent domain any land or interest in land necessary for said laying out.

Pass any vote or take any act relative thereto.

Select Board Chair Brendan Tedstone



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ADMINISTRATIVE

ARTICLE: 22	Amend Charter to Change Board of Selectmen to Select Board	<i>Sponsor: Select Board</i>
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To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth, on behalf of the Town, for passage of special legislation substantially as provided below; provided, however, that the General Court may make clerical or editorial changes of form only to said legislation, unless the Select Board votes to approve amendments thereto; and provided further that the Select Board is hereby authorized to approve amendments that shall be within the scope of the general public objectives of said petition.

An act amending the charter of the Town of Hopkinton to
change the name of the board of selectmen to select board

SECTION 1. The charter of the town of Hopkinton, which is on file in the office of the archivist of the Commonwealth as provided in section 12 of chapter 43B of the General Laws, is hereby amended by striking out the words "Board of Selectmen", each time they appear, and inserting in place thereof, in each instance, the following words:- Select Board.

SECTION 2. Section 3-1(g) of said charter is hereby amended by striking out the words "remaining Selectmen", and inserting in place thereof the following words:- remaining Select Board members.

SECTION 3. Section 7-4 of said charter is hereby amended by striking out the words "Selectmen's office", and inserting in place thereof the following words:- Select Board's office.

Pass any vote or take any act relative thereto.

Select Board Chair Brendan Tedstone



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HEREOF FAIL NOT, and make the due return of this warrant, with your doings thereon to the Clerk of said Town of Hopkinton, at the time and place aforesaid.


Given under our hands this 25th day of August, 2020.

SELECT BOARD
TOWN OF HOPKINTON


Brendan Tedstone, Chair


Irfan Nasrullah, Vice-Chair


Brian Herr


Amy Ritterbusch


Mary Jo LaFreniere

A TRUE COPY
ATTEST:


Connor Degan, Town Clerk

DATE: Sept. 3, 2020

I HEREBY CERTIFY THAT I HAVE SERVED THE FOREGOING WARRANT BY POSTING A TRUE AND ATTESTED COPY THEREOF IN (1) TOWN HALL, (2) ALL POST OFFICES, (3) THE PUBLIC LIBRARY, (4) THE SENIOR CENTER, AND (5) AT LEAST ONE PUBLIC SAFETY BUILDING, AT LEAST EIGHT (8) DAYS PRIOR TO THE TIME OF HOLDING SAID MEETING.


Constable of Hopkinton

Select Board Chair Brendan Tedstone 
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**TOWN OF HOPKINTON
OFFICE OF THE TOWN CLERK
CONNOR B. DEGAN, TOWN CLERK
18 MAIN STREET, HOPKINTON, MA 01748
ANNUAL TOWN MEETING
SATURDAY, SEPTEMBER 12th, 2020
RETURN OF THE WARRANT**

The Annual Town Meeting convened at 9:30 A.M. on Saturday, September 12th, 2020, at the High School Parking Lot. The meeting was called to order by the Town Moderator, Mr. Thomas Garabedian at 9:39 A.M. at such time that a quorum was determined to be present. Mr. Garabedian led the hall Pledge of Allegiance. He then requested a moment of silence to remember those volunteers and employees of the Town that had passed away since the last time Town Meeting had been convened. Mr. Garabedian gave the directives of the meeting and the bounds of the Hall. Connor B. Degan, Town Clerk, read the call and return of the warrant.

Mr. Thomas Garabedian, Town Moderator, nominated Ellen Rutter, of Forest Lane, as Deputy Moderator. He then requested a vote to affirm the appointment by the Town Meeting.

Passed by: Voice Vote, Unanimous (09-12-2020)

Mr. Brendan Tedstone, Chair of the Select Board, made the **motion**: to adjourn the Annual Town Meeting after the consideration of all of the articles presented in the warrant.

Passed by: Voice Vote, Unanimous (09-12-2020)

Ann Karnofsky, 132 East Main Street, made the **motion**: that articles 19 & 20 be taken under consideration before discussion of other articles. The motion was seconded.

Passed by: Simple Majority, Yes: 133 – No: 57 (09-12-2020)

ARTICLE 19: Commercial Solar Photovoltaic Installations: To see if the Town will vote to amend the Zoning Bylaws as follows:

To amend Article XXXI, Commercial Solar Photovoltaic Installations, §210-201. Applicability, by striking the first sentence in its entirety and replacing it with the following:

For the purposes of this article, there is hereby established within the Town of Hopkinton an overlay district referred to as the CSPVOD delineated on a map entitled “Commercial Solar Photovoltaic Overlay District, Town of Hopkinton,” dated June 1, 2020. This map is hereby made part of the Town of Hopkinton Zoning Bylaw and is on file with the office of the Town Clerk.

Construction and use of a commercial solar photovoltaic installation or any part thereof shall be permitted solely in areas within the CSPVOD and shall be governed by this article.

Pass any vote or take any act relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Simple Majority, Yes: 114 – No: 96 (09-12-2020)

ARTICLE 20: Land Acquisition – Liberty Mutual Property: To see if the Town will vote to authorize the Select Board to purchase, on such terms and conditions as the Select Board shall deem to be in the best interests of the Town, a parcel of land, known as the Liberty Mutual property, located at 71 Frankland Road, as described in the deed recorded at the Middlesex South Registry of Deeds in book number 74323 at page number 518 and shown on the plan recorded at the Middlesex South Registry of deeds as Plan No. 201 of 2020, provided that the portion of said parcel shown as “Lot 1” on said plan shall be acquired for open space purposes and shall be made subject to a conservation restriction preserving such open space; and, provided further that the portion of said parcel shown as “Lot 2” on said plan shall be acquired for community housing purposes.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Capital Improvements Committee recommends approval.

Motion (Ann Karnofsky, East Main St.): *We move that the Town vote to authorize the Select Board to purchase, on such terms and conditions as the Select Board shall deem to be in the best interests of the Town, a parcel of forested land, known as Lot 1 of the Liberty Mutual property, located at 71 Frankland Road, as described in the deed recorded at the Middlesex South Registry of Deeds in book number 74323 at page number 518 and shown on the plan recorded at the Middlesex South Registry of deeds as Plan No. 201 of 2020 as “Lot 1”; provided further that said land shall be acquired for open space purposes and shall be made subject to a conservation restriction preserving such open space; provided further that the Town Manager and Select Board shall be authorized to enter into all agreements and execute any and all instruments, including a permanent conservation*

restriction in accordance with Chapter 184 of the Massachusetts General Laws; provided further that Town Meeting recommends to the Select Board, Community Preservation Committee, and other Town entities that the Town explore the use of Community Preservation Act funds for said purchase; provided further that that said parcel shall be preserved and managed by the Hopkinton Area Land Trust for a continuation of the past 44 years of use as forested trails; and provided further that Town Meeting shall disregard any purchase or use of Lot 2 for community housing purposes.

The motion was seconded.

Passed by: Voice Vote, Clear Majority Declared (09-12-2020)

ARTICLE 1: FY 2020 Supplemental Appropriations and Transfers: To see if the Town will vote to transfer from available funds or otherwise provide a sum or sums of money to supplement operating budgets and various accounts for the fiscal year ending June 30, 2020.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to transfer the sum of \$62,000 (SIXTY TWO THOUSAND DOLLARS) from Certified Free Cash to supplement the FY2020 Snow and Ice Control Operating Budgets, \$151,054 (ONE HUNDRED FIFTY ONE THOUSAND FIFTY FOUR DOLLARS) from Certified Free Cash to supplement the Parks and Recreation Enterprise fund, and \$68,946 (SIXTY EIGHT THOUSAND NINE HUNDRED FORTY SIX DOLLARS) from Parks and Recreation Enterprise Fund Retained Earnings to supplement the Parks and Recreation Enterprise Fund.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 2: Unpaid Bills from Previous Fiscal Years: To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay unpaid bills from prior fiscal years, in accordance with the provisions of Chapter 44, Section 64, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to transfer from the Sewer Enterprise Retained Earnings the sum of \$5,497.32 (FIVE THOUSAND FOUR HUNDRED NINETY SEVEN DOLLARS AND THIRTY TWO CENTS), \$54,162.07 (FIFTY FOUR THOUSAND ONE HUNDRED SIXTY TWO DOLLARS AND SEVEN CENTS) from Certified Free Cash, and \$44.93 (FORTY FOUR DOLLARS AND NINETY THREE CENTS) from Water Enterprise Retained Earnings for the following bills incurred in a previous year, in accordance with the provisions of Chapter 44, Section 64 of the Massachusetts General Laws, as follows:*

<u>Department #</u>	<u>Vendor</u>	<u>Amount</u>
Sewer Enterprise Fund	Eversource Electric	\$1,662.52
Sewer Enterprise Fund	Whitewater	\$3,834.80
Employee Benefits	Middlesex County Retirement	\$6,385.73
Information Technology	Verizon	\$875.41
Employee Benefits	Blue Cross Blue Shield of Massachusetts	\$30,141.54
Facilities	Frommelt Equipment	\$3,099.82
Facilities	Holliston Oil Service	\$364.60
Facilities	BCM Controls Corporation	\$1,036.00
Facilities	Eversource Gas	\$1,770.63
Facilities	TRC Companies	\$2,455.90
Facilities	Radiant Cleaning	\$2,594.80
Facilities	Boiler Equipment, Inc.	\$2,167.64
Tree Warden	Stanley Tree Service	\$2,970.00
Waste Collection	Chase/Harris Septic Corp	\$300.00
Water Enterprise Fund	Verizon	<u>\$44.93</u>
	TOTAL	\$59,704.32

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 3: Excess Bond Premium: To see if the Town will vote to appropriate the remaining excess bond premium from the Town's \$9,175,000 (NINE MILLION, ONE HUNDRED AND SEVENTY FIVE THOUSAND DOLLARS) General Obligation Municipal Purpose Loan of 2019 bonds, dated November 26, 2019, and \$9,500,000 (NINE MILLION, FIVE HUNDRED THOUSAND DOLLARS) General Obligation Municipal Purpose Loan of 2020 bonds, dated June 25, 2020, to capital projects of the Town for which such bonds were issued or for which borrowing has been authorized, so as to reduce the borrowing authorizations accordingly, or to other capital projects of the Town.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends no action.
Appropriation Committee recommends no action.

Motion (Appropriations Committee): *We move that the Town vote to appropriate [39,353.66] from the remaining net premium paid to the Town upon the sale of the Town's \$9,175,000 (NINE MILLION, ONE HUNDRED AND SEVENTY FIVE THOUSAND DOLLARS) General Obligation Municipal Purpose Loan of 2019 bonds, dated November 26, 2019, and \$9,500,000 (NINE MILLION, FIVE HUNDRED THOUSAND DOLLARS) General Obligation Municipal Purpose Loan of 2020 bonds, dated June 25, 2020, to the following capital projects of the Town and to reduce the amount authorized to be borrowed for such projects, but not yet issued by the Town, by the same amount, pursuant to Chapter 44, Section 20 of the General Laws:*

Amount of Premium	Project
\$2,926.04	DPW Bucket Truck (May 6, 2019 – Art. 20)
\$451.71	DPW Tractor (May 6, 2019 – Art. 21)
\$1,606.41	Comprehensive Wastewater Management Plan (May 6, 2019 – Art. 22)
\$1,472.73	School Bus Parking Lot Construction (May 6, 2019 – Art. 24)
\$4,073.28	Public Safety Software Upgrade (May 7, 2019 – Art. 26)
\$587.48	School Security Cameras (May 7, 2019 – Art. 28)
\$65.97	Land Acquisition, Town Hall Parking Lot (May 8, 2019 – Art. 51A19)
\$3,258.43	Grove St. Tank (May 2, 2016 – Art. 20)
\$105.23	Middle School Auditorium (May 2, 2016 – Art. 24)
\$1,624.34	Library Construction (May 5, 2014 – Art. 15)
\$381.40	School Facilities District Wide Improvements (May 8, 2018 – Art. 24)
\$314.99	Hayden Rowe Water Main Replacement (May 8, 2018 – Art. 16)
\$31.35	Cedar St Water Main Replacement (May 8, 2018 – Art. 17)
\$373.00	Main St. Corridor Project (May 7, 2018 – Art. 20)
\$557.38	Campus Master Plan Study – Phase 1 School Bus Parking (May 7, 2018 – Art. 21)
\$2,504.95	Technology Upgrades (May 8, 2018 – Art 23.)
\$3,940.69	Turf Fields Project (May 8, 2018 – Art. 22B)
\$2,406.68	Turf Fields Project (May 8, 2018 – Art. 22C)
\$4,485.23	Hopkinton High School Expansion (February 3, 2020 – Art. 3)
\$4,540.04	Elmwood School Installation of Modular Classrooms (February 3, 2020 – Art. 4)
<u>\$3,646.32</u>	Hopkins School Installation of Modular Classrooms (February 3, 2020 – Art. 5)
\$39,353.66	Sum of Excess Premiums

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 4: Personal Property: To see if the Town will vote to amend its vote taken on May 2, 2016 at the Annual Town Meeting through which the Town (i) accepted the provisions of Chapter 59, Section 5, Clause Fifty-fourth of the *Massachusetts General Laws* and (ii) established a minimum value of personal property subject to taxation in the amount of \$1,000 (ONE THOUSAND DOLLARS), by modifying the threshold minimum value for personal property subject to taxation to \$2,500 (TWO THOUSAND FIVE HUNDRED DOLLARS) for all fiscal years beginning on or after July 1, 2020.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to amend its vote taken on May 2, 2016 at the Annual Town Meeting through which the Town (i) accepted the provisions of Chapter 59, Section 5, Clause Fifty-fourth of the Massachusetts General Laws and (ii) established a minimum value of personal property subject to taxation in the amount of \$1,000 (ONE THOUSAND DOLLARS), by modifying the threshold minimum value for personal property subject to taxation to \$2,500 (TWO THOUSAND FIVE HUNDRED DOLLARS) for all fiscal years beginning on or after July 1, 2020.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 5: Set the Salary of Elected Officials: To see if the Town will vote to fix the salary or compensation of all of the elected officials of the Town in accordance with Chapter 41, Section 108, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Select Board): *I move that the Town vote to fix the salary of the elected Town Clerk for the Fiscal Year commencing July 1, 2020 at \$71,385 (SEVENTY ONE THOUSAND THREE HUNDRED EIGHTY FIVE DOLLARS)*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 6: Fiscal 2021 Operating Budget: To hear and act on reports and recommendations of the Appropriation Committee and to see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the operation and maintenance of Town

Departments for the fiscal year beginning July 1, 2020; said sums to be expended for said purposes under the direction of the respective Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto.

Required Recommendations: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to appropriate*

- \$93,113,795 to the General Fund;
- \$380,003 to the Community Preservation Fund;
- \$2,465,963 to the Sewer Enterprise Fund;
- \$2,789,036 to the Water Enterprise Fund; and
- \$48,198 to the Parks & Recreation Enterprise Fund; and
- \$519,847 to the PEG Access Enterprise Fund.

for a total of 99,316,841 (NINETY NINE MILLION THREE HUNDRED SIXTEEN THOUSAND EIGHT HUNDRED FORTY ONE DOLLARS) for the purposes itemized and described in the FY 2021 Operating Budget of the Town, in the amounts set forth in the FY2021 Appropriations Committee Report for the fiscal year beginning July 1, 2020, in the column titled "Appropriations Committee Recommendations," said sums to be spent under the direction of the respective Town Officers, Boards, and Committees, and that amounts appropriated be raised as follows

GENERAL FUND

Transfers from available funds:

Ambulance Receipts Reserved	\$550,000
Title V	\$64,243
Bond Premiums	\$58,173
Library Foundation	\$119,438
Free Cash	\$1,033,815
Host Community Agreement – Public Safety	<u>\$60,000</u>
Transfers from available funds	\$1,885,669
Local Receipts, Intergovernmental Revenue, and Tax Levy	<u>\$91,228,126</u>

GENERAL FUND

\$93,113,795

COMMUNITY PRESERVATION FUND

Transfers from available funds, as recommended by Community Preservation Committee:

CPC Undesignated Fund Balance	\$200,484
Open Space	\$13,780
Passive Recreation	<u>\$165,739</u>

COMMUNITY PRESERVATION FUND
\$380,003

SEWER ENTERPRISE FUND

FY2021 Sewer Enterprise Revenue	<u>\$2,465,963</u>
SEWER ENTERPRISE SOURCES OF FUNDS	<u>\$2,465,963</u>

Indirect Costs to be raised from the FY2021 Sewer Enterprise
Fund revenues, appropriated in the General Fund \$285,422

SEWER ENTERPRISE FUND BUDGET

\$2,751,385

WATER ENTERPRISE FUND

FY2021 Water Enterprise Revenue	<u>\$2,789,036</u>
WATER ENTERPRISE SOURCES OF FUNDS	<u>\$2,789,036</u>

Indirect Costs to be raised from the FY2021 Water Enterprise
Fund revenues, appropriated in the General Fund \$375,128

WATER ENTERPRISE FUND BUDGET

\$3,164,164

PARKS & RECREATION ENTERPRISE FUND

FY2021 Parks & Recreation Enterprise Revenue	<u>\$48,198</u>
PARKS & RECREATION ENTERPRISE SOURCES OF FUNDS	

\$48,198

Indirect Costs to be raised from the FY2021 Parks & Recreation
Enterprise Fund revenues, appropriated in the General Fund \$1,629

PARKS & RECREATION ENTERPRISE FUND BUDGET

\$49,827

PEG ACCESS ENTERPRISE FUND

FY2021 PEG Access Enterprise Revenue	
	<u>\$349,732</u>

Transfer from Retained Earnings	
	<u>\$170,115</u>

PEG ACCESS ENTERPRISE FUND BUDGET

\$519,847

Passed by: Voice Vote, Clear Majority (09-12-2020)

ARTICLE 7: FY 2021 Revolving Funds Spending Limits: To see if the Town will vote to establish the limit on the total amount that may be expended from each revolving fund established by Article VI of Chapter 13 of the General Bylaws pursuant to Section 53E½ of Chapter 44 of the *Massachusetts General Laws* for the fiscal year beginning July 1, 2020.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to establish the limit on the total amount that may be expended from each revolving fund established by Article VI of Chapter 13 of the General Bylaws of the Town of Hopkinton pursuant to Section 53E½ of Chapter 44 of the Massachusetts General Laws for the fiscal year beginning July 1, 2020, as follows:*

Revolving Fund	Spending Limit for FY 21
Building Department	\$270,000
Part-Time Wire Inspector	\$100,000
Part-Time Plumbing Inspector	\$100,000
Hazardous Materials	\$15,000
Conservation Commission	\$115,000
Library	\$10,000
Public Safety	\$5,000
Planning Board	\$30,000
Open Space Preservation Commission	\$10,000
Youth and Family Services Department	\$4,000
Zoning Board of Appeals	\$50,000
Department of Public Works	\$8,000
Department of Public Works	\$15,000
Department of Public Works	\$8,000
Cemetery Commission	\$3,500
Cemetery Lot Fund	\$10,000
School Department 1:1 Laptop Initiative	\$470,000
Fingerprinting Fund	\$500
Senior Center Programs Fund	\$75,000
Police Department	\$10,000

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 8: Chapter 90 Highway Funds: To see if the Town will vote to appropriate a sum or sums of money from the proceeds due to the Town pursuant to Chapter 90 of the *Massachusetts General Laws* for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges, the acquisition of easements and other interests in real property related to the laying out of ways, and other related costs, which qualify under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

Required Recommendations: Appropriation Committee recommends approval.

Capital Improvements Committee recommends approval.
Select Board recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to appropriate \$639,701 (SIX HUNDRED THIRTY NINE THOUSAND SEVEN HUNDRED ONE DOLLARS) from the proceeds due to the Town pursuant to Chapter 90 of the Massachusetts General Laws for the fiscal year beginning July 1, 2020, for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges, the acquisition of easements and other interests in real property related to the laying out of ways, and other related costs, which qualify under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 9: Transfer to Other Post-Employment Benefits Liability Trust Fund: To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the Other Post-Employment Benefits Liability Fund, to be used, upon further appropriation, for any lawful purpose.

Pass any vote or take any act relative thereto.

Required Recommendations: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to transfer from General Fund Free Cash the sum of \$400,000 (FOUR HUNDRED THOUSAND DOLLARS) to be credited to the Other Post-Employment Benefits Liability Trust Fund.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 10: Lease East Main Street Parcel for International Marathon Center: To see if the Town will vote to authorize the Select Board to lease a certain parcel of land situated on East Main Street in the Town of Hopkinton, Middlesex County, Massachusetts, shown as LOT A-2-D and as containing 19.0 acres of land on a plan entitled "Legacy Farms Road North, Hopkinton, Massachusetts Issued For Definitive Subdivision Plan and Local Approvals", dated May 25, 2012, prepared by Vanasse, Hangen & Brustlin, Inc. (Sheets C-4 through C 12), recorded with Middlesex South District Registry of Deeds in Plan Book 2012, Plan 943 (9 Sheets) for a term not to exceed 99 years, for the purpose of constructing, maintaining, and operating an International Marathon Center or facility as reasonably determined by the Select Board, and on such terms and conditions as the Select Board deem to be in the best interests of the Town, to the winner of a competitive bid selection process pursuant to Chapter 30B of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

Required Recommendation: Select Board recommends approval.
Capital Improvements Committee recommends approval.

Motion (Select Board): *We move that the Town vote to: to authorize the Select Board to lease a certain parcel of land situated on East Main Street in the Town of Hopkinton, Middlesex County, Massachusetts, shown as LOT A-2-D and as containing 19.0 acres of land on a plan entitled "Legacy Farms Road North, Hopkinton, Massachusetts Issued For Definitive Subdivision Plan and Local Approvals", dated May 25, 2012, prepared by Vanasse, Hangen & Brustlin, Inc. (Sheets C-4 through C 12), recorded with Middlesex South District Registry of Deeds in Plan Book 2012, Plan 943 (9 Sheets) for a term not to exceed 99 years, for the purpose of constructing, maintaining, and operating an International Marathon Center or facility as reasonably determined by the Select Board, and on such terms and conditions as the Select Board deem to be in the best interests of the Town, to the winner of a competitive bid selection process pursuant to Chapter 30B of the Massachusetts General Laws.*

Passed by: Voice Vote, Clear Majority (09-12-2020)

ARTICLE 11: Community Preservation Funds: To see if the Town will vote to appropriate or reserve from the Community Preservation annual revenues a sum or sums of money, in the amounts recommended by the Community Preservation Committee and not to exceed 5% of the estimated annual revenues for Fiscal Year 2021, for committee administrative expenses and other expenses in the fiscal year beginning July 1, 2020, with each item to be considered a separate appropriation.

Pass any vote or take an act relative thereto

Required Recommendations: Select Board recommends approval.
Appropriation Committee recommends approval.

Motion (Appropriation Committee): *We move that the Town vote to reserve from the Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for Committee sponsored projects and expenses in the fiscal year beginning July 1, 2020, with each item to be considered a separate reservation:*

From FY 2021 estimated revenues for Active/Passive Recreation	\$141,084
From FY 2021 estimated revenues for Historic Resources Reserve	\$141,084
From FY 2021 estimated revenues for Community Housing Reserve	\$141,084
From FY 2021 estimated revenues for Open Space Reserve	\$141,084
From FY 2021 estimated revenues for Budgeted Reserve	\$846,512

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 12: Community Preservation Recommendations: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Community Preservation budget for Fiscal Year 2021; and, further, to reserve for future appropriation a sum of money from the Community Preservation Fund for open space, historic resources, and community housing purposes; and, further, to appropriate from the Community Preservation Fund, a sum or sums of money for the following Community Preservation projects or purposes, including the acquisition of interests in land, all as recommended by the Community Preservation Committee:

- A. \$20,000 (TWENTY THOUSAND DOLLARS) from funds reserved for Historical Preservation for the preservation of Town Records in the Town Hall basement, with funds being expended based on the age of record, extent of damage, and the importance of contents. Said sum to be spent under the direction of the Hopkinton Town Clerk and the Community Preservation Committee.
- B. \$3,800 (THREE THOUSAND EIGHT HUNDRED DOLLARS) from funds reserved for Historical Preservation for a Historical Property Survey. The Survey will cover all of Summer Street, Main Street odd numbers 81-95, and even numbers 70-92 Main Street (omitting the police station). Said sum to be spend under the direction of the Hopkinton Historic District Commission and the Community Preservation Committee.
- C. \$400,000 (FOUR HUNDRED THOUSAND DOLLARS) from funds reserved for Historical Preservation for improvements to the Exterior of the Hopkinton Center for the Arts, Terry Family Farmhouse, 98 Hayden Rowe, shown as Assessors Map parcel U22 1 0; said sum to be spent under the direction of the Hopkinton Historical Society and the Community Preservation Committee.
- D. \$25,000 (TWENTY FIVE THOUSAND DOLLARS) from funds reserved for Passive/Active Recreation for the construction of an Aikens Park Trail to Stone Bridge segment, located along Rt. 85, shown as Assessors Map parcel R4 22 0; said sum to be spent under the direction of the Hopkinton Historical Commission and the Community Preservation Committee.
- E. A sum or sums from funds reserved for Open Space for the purchase of a certain parcel of land and related interests for the continuation of the Upper Charles Trail: (1) the “Kelleigh” parcel, known as the “Railroad bed,” comprised of land and improvements situated near East Main Street in Hopkinton, MA, containing 2.4 acres, more or less, identified as Assessors Parcel U12 10 0 and more particularly described in a certain deed recorded in the Middlesex South District Registry of Deeds in Book 18533, Page 313; and (2) the “Mezitt” parcel, comprised of trail easements on two parcels of land situated near East Main Street in Hopkinton MA, containing 10.5 acres and 59.5 acres, more or less, identified as Assessors Parcels U12 22 0 and U12 25 0, respectively, and more particularly described in a certain deed recorded in the Middlesex South District Registry of Deeds in Book 13414, Page 7; said sum to be spent under the direction of Select Board and Community Preservation Committee.
- F. \$74,376 (SEVENTY FOUR THOUSAND THREE HUNDRED SEVENTY SIX DOLLARS) from funds reserved for Passive/Active Recreation for the construction of a Campus Trail Connector, located at 0 McDermott Lane (directly across from EMC Playground), shown as Assessors Map parcel U22 5 A; said sum to be spent under the direction of the Upper Charles Trail Committee and the Community Preservation Committee.
- G. \$20,000 (TWENTY THOUSAND SIX DOLLARS) from funds reserved for Passive/Active Recreation for the construction of Hughes Trail Phase 2, Located at the Western End of the Hughes Trail Property, shown as Assessors Map parcel R30-132-0, R30-131-0,R30-2-A and R30-2-0; said

sum to be spent under the direction of the Trail Coordination and Management Committee and the Community Preservation Committee.

- H. \$75,000 (SEVENTY FIVE THOUSAND DOLLARS) from funds reserved for Open Space for the construction of a Chamberlain to Center Trail segment, connecting the Center Trail Phase 2 at field 13 of the Chamberlain Street sidewalks, shown as Assessors Map parcel U21 3 0; said sum to be spent under the direction of the Trail Coordination and Management Committee and the Community Preservation Committee.
- I. \$75,000 (SEVENTY FIVE THOUSAND DOLLARS) from Undesignated funds for a drainage study for a skate park located at 113 Hayden Rowe, shown as Assessors Map parcel U22 19 A; The funds includes the design of the storm water system, design and bid for the skate park. Said sums to be spent under the direction of the Parks and Recreation Department and the Community Preservation Committee.

Pass any vote or take any act relative thereto.

Required Recommendations: Appropriation Committee recommends approval.
Capital Improvements Committee recommends approval.

Motion (Community Preservation Committee): *We move that the Town vote, pursuant to Chapter 44B of the Massachusetts General Laws, to accept the report and recommendations of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation budget, and to appropriate \$618,176 (SIX HUNDRED EIGHTEEN THOUSAND ONE HUNDRED SEVENTY SIX DOLLARS) from Community Preservation Fund available funds for the following projects:*

- A. *\$20,000 (TWENTY THOUSAND DOLLARS) from funds reserved for Historical Preservation for the preservation of Town Records in the Town Hall basement, with funds being expended based on the age of record, extent of damage, and the importance of contents. Said sum to be spent under the direction of the Hopkinton Town Clerk and the Community Preservation Committee.*
- B. *\$3,800 (THREE THOUSAND EIGHT HUNDRED DOLLARS) from funds reserved for Historical Preservation for a Historical Property Survey. The Survey will cover all of Summer Street, Main Street odd numbers 81-95, and even numbers 70-92 Main Street (omitting the police station). Said sum to be spend under the direction of the Hopkinton Historic District Commission and the Community Preservation Committee.*
- C. *\$400,000 (FOUR HUNDRED THOUSAND DOLLARS) from funds reserved for Historical Preservation for improvements to the Exterior of the Hopkinton Center for the Arts, Terry Family Farmhouse and garage, 98 Hayden Rowe, shown as Assessors Map parcel U22 1 0, said improvements to include exterior historical restoration, replacement of roofing, and all related costs, fees, and expenses including design; provided further that approval from the Hopkinton Historical Commission shall be required for and prior to any physical alterations to any building or structure; and provided further that all work shall be completed within one year of the Town's receipt of this vote unless the time for completing work is extended by vote of the Community Preservation Committee; and provided further that said Terry Family Farmhouse and garage shall be made subject to an historic preservation restriction*

and that the Town Manager and Select Board shall be authorized to enter into all agreements and execute any and all instruments, including an historic preservation restriction in accordance with Chapter 184 of the Massachusetts General Laws; said sum to be spent under the direction of the Town Manager and the Community Preservation Committee.

- D. \$25,000 (TWENTY FIVE THOUSAND DOLLARS) from funds reserved for Passive Recreation for the construction of an Aikens Park Trail to Stone Bridge segment, located along Rt. 85, shown as Assessors Map parcel R4 22 0; said sum to be spent under the direction of the Hopkinton Historical Commission and the Community Preservation Committee.*
- F. \$74,376 (SEVENTY FOUR THOUSAND THREE HUNDRED SEVENTY SIX DOLLARS) from funds reserved for Passive Recreation for the construction of a Campus Trail Connector, located at 0 McDermott Lane (directly across from EMC Playground), shown as Assessors Map parcel U22 5 A; said sum to be spent under the direction of the Upper Charles Trail Committee and the Community Preservation Committee.*
- G. \$20,000 (TWENTY THOUSAND SIX DOLLARS) from funds reserved for Passive Recreation for the construction of Hughes Trail Phase 2 (place stone dust surface layer), on the Hughes Trail Property, shown as Assessors Map parcel U-24-9 and U-24-10; said sum to be spent under the direction of the Trail Coordination and Management Committee and the Community Preservation Committee.*
- H. [Withdrawn]*
- I. \$75,000 (SEVENTY FIVE THOUSAND DOLLARS) from Undesignated funds for a drainage study for a skate park located at 113 Hayden Rowe, shown as Assessors Map parcel U22 19 A; The funds includes the design of the storm water system, design and bid for the skate park. Said sums to be spent under the direction of the Parks and Recreation Department and the Community Preservation Committee.*

Passed by: Voice Vote, Unanimous (09-12-2020)

Motion (Community Preservation Committee): *We move that the Town vote, pursuant to Chapter 44B of the Massachusetts General Laws, to accept the report and recommendations of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation budget, and to appropriate \$60,000 (SIXTY THOUSAND DOLLARS) from Community Preservation Fund available funds reserved for Passive Recreation for the acquisition by purchase or eminent domain of a fee simple interest or lesser interest in a certain parcel of land referred to as the "Kelleigh" parcel, known as the "Railroad bed," comprised of land and improvements situated near East Main Street in Hopkinton, MA, containing 2.4 acres, more or less, identified as Assessors Parcel U12 10 0 and more particularly described in a certain deed recorded in the Middlesex South District Registry of Deeds in Book 18533, Page 313, and expenses incidental and related thereto, to be held in the care, custody, management and control of the Select Board for conservation and passive recreation purposes; and further that the Town Manager and Select Board shall be authorized to enter into all agreements and execute any and all instruments, including permanent deed or conservation restrictions, in accordance with*

Chapter 184 of the Massachusetts General Laws, on terms and conditions that they deem to be in the best interest of the Town and as may be necessary on behalf of the Town of Hopkinton to affect said acquisition; said sum to be spent under the direction of Select Board and Community Preservation Committee.

Passed by: Two-Thirds Majority, Yes: 156 – No: 11 (09-12-2020)

ARTICLE 13: Car Washes, Downtown Business District: To see if the Town will vote to amend Article VIA, Downtown Business (BD) District, §210-20.3, Uses allowed by Special Permit of the Zoning Bylaws, by striking the words “(4) Car wash facilities” from subsection A thereof, and renumbering the remaining item accordingly.

Pass any vote or take any act relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 14: Industrial B District Housekeeping: To see if the Town will vote to amend Article VIIIA, Industrial B District, §210-37.9, Uses allowed by Special Permit, of the Zoning Bylaws, by designating the first paragraph thereof as subsection “A,” and by numbering items A through K thereunder as items (1) through (11) respectively.

Pass any vote or take any act relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 15: Wireless Communications Facilities: To see if the Town will vote to amend Article XVI, Wireless Telecommunications Facilities, of the Zoning Bylaws as follows:

1. By striking the last sentence of Article XVI, Wireless Telecommunications Facilities, §210-100.A in its entirety, and inserting, in place thereof, the following:

Any proposed extension in the height, addition of cells, antenna or panels, or other change to an existing wireless communications facility that does not substantially change the physical dimensions of a tower or base station pursuant to FCC regulations, or construction of a replacement facility, shall not require a special permit.

and

2. By amending §210-101.K, by inserting “new” after “The height of...”

and

3. By amending the first sentence in §210-101.L, by replacing the word “New” with “New facilities.”

and

4. Amending the third sentence of §210-105.B, by inserting the word “new” after the word “No.”

Pass any vote or take any action relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 16 Accessory Dwelling Unit: To see if the Town will vote to amend Article XVIII, Supplementary Regulations, §210-126 of the Zoning Bylaws as follows:

1. By striking the word “family” in the title of the section;

and

2. By striking the word “family” after the words “to accommodate an additional...”

and

3. By amending subsection C as follows:

Use limitations. Such additional ~~family living~~ dwelling unit shall, at the discretion of the Board of Appeals, accommodate up to a maximum of three persons, provided, however, that the owner of record of the structure ~~is a resident of the structure which~~ that includes the accessory ~~family~~ dwelling unit shall be a resident thereof. ~~The existing unit shall accommodate an additional family unit only if a) a member of the additional family is related by blood, marriage or adoption to the owner of the premises; or b) a member of the additional family is 60 years of age or older.~~ There shall be no other ~~living~~ dwelling unit on the lot upon which such accessory unit is to be located.

and

4. By striking the third sentence (“An interior doorway shall be provided between each dwelling unit as a means of access for purposes of supervision and emergency response.”) in its entirety.

and

5. By amending subsection Ls as follows:

L. Definition. Accessory dwelling ~~family~~ unit shall mean a dwelling unit contained within or being an extension of a single-family ~~structure dwelling~~ to accommodate a

caregiver or service provider or an additional family only if a member of the additional family is related ~~by blood, marriage or adoption~~ to the owner of the premises, ~~or a member of the additional family is 60 years of age or older.~~

Pass any vote or take any action relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 17: Nonconforming Lots, Uses and Structures: To see if the Town will vote to amend Article XIX, Nonconforming Lots, Uses and Structures, §210-128.D., Nonconforming Uses, of the Zoning Bylaws as follows:

1. By inserting a new subsection E immediately following subsection D that reads:

E. Zoning Enforcement Officer Waiver

The Zoning Enforcement Officer shall waive the requirement for a Special Permit under §210-128, Item A, above, provided the following criteria are met:

- (1) The proposed alteration does not alter the footprint of the existing dwelling;
- (2) The proposed alteration does not alter the overall height of the existing dwelling; and
- (3) All owners of property that lies within 300 feet of the subject property do not object to the proposed alteration, as evidenced by endorsement of a plan (or a copy of the plan) showing the proposed alterations, with dimensions, to be submitted to the Building Department for approval. A certified list of abutters shall be obtained through the Hopkinton Assessing Department.

Pass any vote or take any act relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 18: Temporary Signs: To see if the Town will vote to amend the Zoning Bylaws as follows:

1. To insert the following after §210-179.E:

F. Business Access during Construction in Right-of-Way

- (1) “Affected business” shall be defined, for the purposes of this section, as a business for which access can be reasonably determined by the Zoning Enforcement Officer to be blocked, hindered, or otherwise adversely affected due to nearby construction within the right-of-way.
- (2) Each affected business may display up to four (4) temporary signs or sandwich boards within 600 feet of the property line for the purpose of directing customers to parking, indicating hours of operation, or displaying messaging such as “open during construction” or other special instructions to customers.
- (3) Temporary signs for affected businesses shall not be limited to the 30-day maximum duration, as set forth within this section, but shall be allowed to remain in place until the business is no longer affected by the construction within the right-of-way, as determined by the Zoning Enforcement Officer.

Pass any vote or take any act relative thereto.

Required Recommendation: Planning Board recommends no action.

Motion (Planning Board): *We move that the Town vote to take no action on this article.*

Passed by: Voice Vote, Unanimous (09-12-2020)

ARTICLE 21: Street Acceptance, Legacy Farms North: To hear the report of the Select Board relative to the laying out Legacy Farms Road North under the provisions of Chapter 82 of the *Massachusetts General Laws*, and to see if the Town will vote to accept Legacy Farms North as and for a public way and to authorize the Select Board to acquire by gift, purchase or eminent domain any land or interest in land necessary for said laying out.

Pass any vote or take any act relative thereto.

Required Recommendations: Select Board recommends approval.
Capital Improvements Committee recommends approval.
Planning Board recommends approval.

Motion (Select Board): *We move that the Town vote to accept the report of the Select Board relative to the laying out and the widening and relocating of Legacy Farms North and, pursuant to Chapter 82 of the Massachusetts General Laws, to accept that street as and for public ways and to authorize the Select Board to acquire by gift, purchase or eminent domain any land or interest in land necessary for the laying out of that street as public way.*

Motion (Eric Sonnett, Teresa Road): *I move that we end debate on Article 21.*

Motion was seconded.

Passed by: Voice Vote, Unanimous (09-12-2020)

Main Motion Passed by: 2/3 Majority, Yes: 137 – No: 11 (09-12-2020)

ARTICLE 22: Amend Charter to Change Board of Selectmen to Select Board: To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth, on behalf of the Town, for passage of special legislation substantially as provided below; provided, however, that the General Court may make clerical or editorial changes of form only to said legislation, unless the Select Board votes to approve amendments thereto; and provided further that the Select Board is hereby authorized to approve amendments that shall be within the scope of the general public objectives of said petition.

An act amending the charter of the Town of Hopkinton to
change the name of the board of selectmen to select board

SECTION 1. The charter of the town of Hopkinton, which is on file in the office of the archivist of the Commonwealth as provided in section 12 of chapter 43B of the General Laws, is hereby amended by striking out the words "Board of Selectmen", each time they appear, and inserting in place thereof, in each instance, the following words: Select Board.

SECTION 2. Section 3-1(g) of said charter is hereby amended by striking out the words "remaining Selectmen", and inserting in place thereof the following words: remaining Select Board members.

SECTION 3. Section 7-4 of said charter is hereby amended by striking out the words "Selectmen's office", and inserting in place thereof the following words: Select Board's office.

Pass any vote or take any act relative thereto.

Required Recommendations: Select Board recommends approval.

Motion (Select Board): *We move that the Town vote to authorize the Select Board to petition the General Court of the Commonwealth, on behalf of the Town, for passage of special legislation substantially as provided in Article 22 of the 2020 Annual Town Meeting Warrant; provided, however, that the General Court may make clerical or editorial changes of form only to said legislation, unless the Select Board votes to approve amendments thereto; and provided further that the Select Board is hereby authorized to approve amendments that shall be within the scope of the general public objectives of said petition*

Passed by: Voice Vote, Unanimous (09-12-2020)

Final Motion (Select Board): *We move that the Annual Town Meeting be dissolved.*

Passed by: Voice Vote, Unanimous (09-12-2020)

The Annual Town Meeting adjourned at 11:49 AM on Saturday, September 12th, 2020.

Witness my hand and seal of said Town of Hopkinton this ____ day of _____, _____.

A True Copy ATTEST: _____
Connor B. Degan, Town Clerk

2020 STATE ELECTION
OFFICIAL ELECTION RESULTS
HOPKINTON, MASSACHUSETTS
Tuesday, November 3, 2020

FINAL	Total Ballots { 10354 }				
OFFICE NAME					
ELECTORS OF PRESIDENT AND VICE PRESIDENT	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	17	14	13	14	58
BIDEN and HARRIS	2032	1729	1586	1700	7047
HAWKINS and WALKER	18	8	9	8	43
JORGENSEN and COHEN	35	32	32	44	143
TRUMP and PENCE	774	775	745	687	2981
Write In	0	0	0	0	0
Scattered	24	18	16	24	82
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354
SENATOR IN CONGRESS	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	46	40	59	39	184
EDWARD J. MARKEY	1954	1627	1457	1589	6627
KEVIN J. O'CONNOR	883	889	873	835	3480
Write In	0	0	0	0	0
Scattered	4	2	0	3	9
SHIVA AYYADURI	11	15	10	11	47
JOSEPH P. KENNEDY, III	2	3	2	0	7
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354
REPRESENTATIVE IN CONGRESS	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	117	103	107	99	426
JAKE AUCHINCLOSS	1864	1537	1389	1488	6278
JULIE A. HALL	913	932	903	884	3632
Write In	0	0	0	0	0
Scattered	6	4	2	6	18
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354

2020 STATE ELECTION
OFFICIAL ELECTION RESULTS
HOPKINTON, MASSACHUSETTS
Tuesday, November 3, 2020

COUNCILLOR	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	710	701	646	618	2675
ROBERT L. JUBINVILLE	2159	1855	1729	1838	7581
Write In	0	0	0	0	0
Scattered	31	20	26	21	98
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354
SENATOR IN GENERAL COURT	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	598	623	577	529	2327
KAREN E. SPILKA	2271	1935	1797	1927	7930
Write In	0	0	0	0	0
Scattered	31	18	27	21	97
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354
REPRESENTATIVE IN GENERAL COURT	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	578	600	558	515	2251
CAROLYN C. DYKEMA	2290	1959	1816	1939	8004
Write In	0	0	0	0	0
Scattered	32	17	27	23	99
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354
REGISTER OF PROBATE	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	1009	940	881	851	3681
TARA E. DeCRISTOFARO	1874	1623	1500	1611	6608
Write In	0	0	0	0	0
Scattered	17	13	20	15	65
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
	2900	2576	2401	2477	10354

2020 STATE ELECTION
OFFICIAL ELECTION RESULTS
HOPKINTON, MASSACHUSETTS
Tuesday, November 3, 2020

QUESTION # 1	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	106	74	67	74	321
YES	2081	1842	1713	1755	7391
NO	713	660	621	648	2642
	2900	2576	2401	2477	10354
QUESTION # 2	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
Blanks	112	74	70	73	329
YES	1408	1122	1046	1176	4752
NO	1380	1380	1285	1228	5273
	2900	2576	2401	2477	10354

TRAIL COORDINATION AND MANAGEMENT COMMITTEE

Current members:

Charles Dauchy
Liisa Jackson
Peter LaGoy, Chair
Kenneth Parker – Vice Chair

David Paul
Margret Wiggin
Jamie Wronka

The Hopkinton Trail Coordination and Management Committee (TCMC) was established by the Select Board with the adoption of the committee's charter in January 2019. Members were appointed in February 2019 and the committee's first meeting was held in March 2019. The primary charge of the committee is to manage and develop the town-wide trail network, including coordinating with other boards and committees, trail users, and abutters.

In 2020, the efforts of the TCMC were curtailed by issues with Covid 19, as meetings were limited to ensure social distancing. However, trail use likely reached all-time highs, as residents ventured outdoors more regularly, and the committee and other trail groups continued to work on trails. The committee met at the Gazebo on the Town Common in September and October and voted to fund development of a town-wide GIS map website, following from work done as an Eagle Scout project. The TCMC also voted to pay for maintenance, for trail markings, and for signs for the Hughes Farm Trail, Echo Trail, and the Pratt Farm/Fruit Street Trail network. The committee finalized procedures for approving trail development and upgrading that involved alerting abutters to the planned work. The committee received funds from the Community Preservation Act funding for construction of the final surface on the Hughes Farm Trail, and this work was mostly finished by late 2020. We did not receive a grant from the MassTrails Grant Program for construction of a stone dust trail from the school to the West Main Street/Lumber Street commercial area.

In 2021, the committee expects to continue work on prioritizing trail upgrades and development, particularly in light of the increased trail use observed. An Eagle Scout project has been approved by the TCMC to upgrade the pedestrian path connecting the Hughes Farm Trail to Joseph Road. Funds have been approved for construction of parking areas near trailheads. Funds have also been approved for preliminary work along the former railroad bed on a trail connection between the Hughes Farm Trail and Teresa Road. A request has been submitted to the Community Preservation Committee for funding for a trail connecting the school to the new Chamberlain Street extension, to facilitate a planned ultimate connection to the Lumber Street/West Main Street commercial area. The committee's work on the development and maintenance of trails is consistent with the town's overall vision of promoting a healthy community.

Cynthia Esthimer resigned in 2020 and we thank her for her service.

UPPER CHARLES TRAIL COMMITTEE

The Upper Charles Trail Committee (UCTC) is charged with developing the Upper Charles Trail in Hopkinton from the Milford Town Line to the Ashland Town Line. The Committee's responsibilities include, but are not limited to, planning, designing, permitting, property rights acquisition, and construction of the Trail and associated infrastructure. Per the Committee's charge, the Trail shall include the Hopkinton Center Trail. The Committee shall identify, apply for and receive any State, Federal or private grants which may become available for the accomplishment of its mission. The Committee may also request and advocate for Community Preservation Act funds. The Committee shall also consider whether to establish a Friends of the Hopkinton Upper Charles Trail 501(c)(3) non-profit organization that encourages the proper use and care of the Trail, raises and expends funds for Trail maintenance and improvements, and oversees the Trail and reports improper uses.

2020 was an active year as the Committee continued to analyze trail connections and potential alignments along the proposed 8-mile route. Because the Town does not own much of the abandoned rail bed, the Committee has decided to plan the trail on Town-owned Open Space, where possible, and seek private property easements for other areas. The Committee has hired VHB, an engineering firm, to produce pre-feasibility studies for segments of the potential trail, which we refer to as Phases. Phases 1 through 3 and 7 are complete, and we intend to complete the remaining Phases within the next 1-2 years.

While we suspended our meetings due to Covid, work went on, progress was made, and 2021 will provide more opportunities to advance the Upper Charles Trail. 2020 accomplishments are listed below:

- The award of the Mass Trail Grant for the Campus Trail Connector was perhaps 2020's most significant step forward. The grant not only allowed us to continue work, but also established a relationship with the State on the Upper Charles Trail. We have a foot in the door, so to speak, and hopefully this grant will be the first of many in the years ahead. Many thanks to our Town Engineer, Dave Daltorio for taking on the project managers responsibilities.
- We continued our discussions with Tennessee Gas, and as of this writing are close to an easement agreement on a most critical segment of the trail, north of East Main Street leading to Hopkinton State Park. We thank the Town Manager's office for facilitating an easement and for their overall and continued support.
- We are also approaching agreement with property owners south of East Main Street in order to link the Center School area and Downtown. Appraisers were retained and negotiations are in progress.

- There have been discussions with various property owners along the route, and we believe some will reach closure in 2021. This includes the Ravenwood development, and properties on Hayden Rowe.
- A site meeting was held with the Milford Water Company to review conditions along the Granite Street area. Environmental concerns were identified, and a pre-engineering contract is pending.
- VHB has developed an overall UCT trail map that can be used to secure State environmental approval.

The Committee ordinarily meets every 1st and 3rd Wednesday of the month and urges all interested persons to attend. Please visit our web site at UCTC.hopkintonma.org for additional information.

Thanks also to all our supporters in Town who make our job much easier.

The Town began work on the Campus trail connector by clearing and grading a segment of the trail from Hayden Rowe west.





VHB developed an overall map displaying the trail from Milford to Hopkinton State Park.

Respectfully Submitted,
Upper Charles Trail Committee

VETERANS CELEBRATION COMMITTEE

The Veterans Celebration Committee organizes, plans and coordinates the annual Memorial Day Parade and related activities. As the 2020 virus restrictions prohibited such gatherings, the local American Legion Post 202 conducted a small ceremony that was videotaped by HCAM to allow the public to watch. Contributing to this event included the Old Guard New England, buglers from Hopkinton High School, Father Cannon, Sen. Karen Spilka, Rep. Carolyn Dykema, Pastor Bob Cloutier, Selectman John Coutinho, and Owen Mitchell recited the Gettysburg Address.

The committee is also charged with organizing a veterans appreciation dinner on Veterans Day each year, and inviting all Hopkinton veterans and their guests to a home cooked meal at the Woodville Rod and Gun Club. This dinner is always prepared and served by a group of volunteers led by head chef Frank Torento. Sadly, due to the virus rules we were unable to hold this event in 2020. However, the American Legion Post conducted its annual Veterans Day Observance at the Gazebo on November 11. Hopkinton High School Junior Kiki Fossbender began the ceremony by reciting the traditional "In Flanders Field" poem, and State Representative Carolyn Dykema added her Veterans Day thoughts via video. The guest speaker was HPD chief Joseph Bennett, whose support for our Hopkinton veterans was much appreciated. In the days prior to this ceremony Ryan Brennan led a group of Scouts in the long overdue pruning and cleanup of the Gazebo and monument area. Ryan was recognized and thanked by the veterans in attendance.

Our local TAPS vigil continues every first Sunday night of the month at the Gazebo. Recently, the Old Guard has revitalized this short ceremony, resulting in an increased participation and attendance.

With regret, and much gratitude, a long time member Nancy Drawe has decided to retire from the committee. Certainly her motivation to serve the veterans of Hopkinton was inspired by her late father[and well respected veteran] Ray Drawe. We wish Punky the best !

Respectfully Submitted
Michael Whalen
Chair

VETERANS GRAVE OFFICER

The Selectboard of every town in the Commonwealth of Massachusetts shall appoint a resident of such town who shall be a veteran, as the Veterans Grave Officer. In Hopkinton, the term of such position has been determined to be five years. It is the duty of this officer to cause every veteran's grave within the town to be suitably kept and cared for. Such care includes the cleaning of weeds and other unseemly growth from the grave sites, the raising and repairing of sunken gravestones and markers, and other similar services that may be necessary to restore and maintain the graves and their surroundings in an orderly condition.

In our Hopkinton cemeteries, the most common issues have been gravestones being dislodged from their base, or broken into pieces. My goal is to restore every veterans stone back to its original state, and maintain its condition as a matter of respect and pride to all our citizens.

I made great progress in 2020 to reach my goal as I repaired all the stones in the graveyard next to the Korean Church, and over 40 veteran's gravestones at St. John's Cemetery. Next on my list is the old section of Evergreen Cemetery in Woodville, which includes veteran's graves from the Revolution and the Civil War.

Local Eagle Scout, Ron Shamus, along with members of his Troop 4, completed a major renovation and cleanup at the Wilson Street Cemetery. Their efforts included the placement of a stone monument honoring all the veterans buried at that cemetery. This stone is a very significant addition to these grounds, as most likely, there are several veterans buried there in unmarked graves.

Of course, the most visible duty of the Veterans Grave Officer is to place a flag of the United States next to each veteran's gravesite on Memorial Day. In Hopkinton, this annual task is aided by many volunteers from various organizations and families. As always, a special thanks to the American Legion, the Scouts, and the Shepard family. As the new flags are placed each year, the old flags are gathered and properly and respectfully retired. Currently, over 1200 veteran's graves are flagged each year, with the total number increasing on average by about twenty per year.

I am extremely honored to hold this position.

Respectfully submitted,
Michael Whalen

HOPKINTON DEPARTMENT OF WEIGHTS AND MEASURES

The Hopkinton Department of Weights and Measures enforces Massachusetts General Laws, town by-laws, state and local regulations relating to the accuracy of weighing and measuring devices that weigh, measure, and count commodities offered for sale to the public. This includes gas pumps, scales, oil trucks, scanners, item pricing and unit pricing (in food stores or food departments). To ensure that equity and fairness prevails in the marketplace the department enforces all laws relating to the accuracy of weighing and measuring devices used by local businesses. To accomplish this, the department inspects and seals or condemns the devices tested. Additionally the department may inspect prepackaged foods and merchandise to assure compliance with weight, measurement, and count requirements and for proper labeling as to weight, measure, and extended prices. The department investigates complaints on weighing and measuring devices not complying with legal standards. The department also investigates complaints for short measures of firewood delivered to homes (consumers) to assure compliance with proper measurement (128 cubic feet) based on what the consumer has purchased. Oil the trucks may be inspected to assure that their meters are properly sealed and the correct fuel oil delivery slip is prepared. If violations are found based on inspections or complaints, the department may issue civil citations or engage in criminal actions.

The Weights and Measures Inspector continues to serve as the Northeast Weights and Measures Region chair of the Law and Regulations Committee. These laws and regulations range from the basic weights and measures laws to specific laws and regulations for Weighmasters, commodity regulations, price scanners, unit pricing, engine fuel and automotive lubricants and more. These model laws and regulations are published annually in *NIST Handbook 130, Uniform Laws and Regulations*. Additionally, the L&R Committee and the NCWM adopts test procedures for verifying the actual net quantity and contents contained in packages and products offered for sale. He also serves on the National Conference Charter Revision Task Force representing weights and measures officials in the Northeast Region.

During 2020 the Hopkinton Department of Weights and Measures continued inspecting weighing and measuring devices located in the town and sealed or condemned them. A condemned device cannot legally be used in trade until it is repaired or replaced. It is marked with a red condemned tag which can only be removed by the Sealer of Weights and Measures. Also inspected were gasoline pumps, scanners, pharmacy, and jewelry scales through scales in food stores to large truck scales to scales used for package weighing (FEDEX, postage, or UPS type scales). The COVID-19 pandemic restricted access to retail inspections to keep Weights and Measures officials safe. Hopefully they can return to normal inspections in 2021.

A special effort was continued this year to assure that gasoline dispensers are secure from skimming devices. These illegal devices facilitate the theft of identity and credit/debit card information. Stations managers are advised what to look out for to

prevent these fraudulent activities. Inspections were conducted throughout the year. No instances of skimmers were found in Hopkinton.

For the year 2020 sixteen inspections took place, twenty-four devices were adjusted, and two reinspection was conducted. Over one hundred thirty devices were inspected, adjusted, and sealed. No devices not meeting legal standards were condemned. One item pricing inspection was completed. Two Price Verification [scanning] inspections were performed and all met or exceeded the 98% accuracy standard. Three complaints were received during 2020 and resolved. Over \$71,000.00 was saved consumers and merchants in Hopkinton as a result of item pricing, scanning, and gas station inspections. Over \$14 million was saved Commonwealth wide (Division of Standards 2018 Annual Report covering all state and local inspections). As new businesses opened in Hopkinton they were visited to educate management and assure compliance with the various laws and regulations governing weights and measures. The department of Weights and Measures will continue to meet its statutory objective by conducting required inspections and educating consumers and merchants on the importance to both of *"EQUITY IN THE MARKETPLACE."*

WOODVILLE HISTORIC DISTRICT COMMISSION

In 2005, Town Meeting voted to establish the Woodville Historic District, recognizing Woodville as an asset to the Town with significant historic heritage and appearance. The Woodville Historic District Commission (WHDC) promotes the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places significant in the history of Hopkinton. The Commission is dedicated to working collaboratively with residents to support their efforts to update and improve their property while maintaining the unique character of our historic village.

The 7-seat Woodville Historic District Commission includes residents of the District and representatives of local and regional organizations. Commission members are available to answer questions from Woodville residents to help them understand their responsibilities as historic district property owners.



2020 proved to be a relatively quiet year for renovation and remodeling in Woodville. The Commission provided guidance and approval for two projects at 203 Wood Street. The owners sought to replace the original upstairs windows of their home with energy-efficient replacement windows that matched the original design. The property owners also wished to replace the home's existing dirt

and gravel driveway with asphalt. As the home predates automobiles, a driveway was not part of its original plan. The new driveway provides the owners with safer access to their home without impacting the historic appearance of the property.



The Commission looks forward to continuing its efforts to work with residents to preserve, for future generations, Woodville's unique, historic character and a visible link to its past.

Sean Davan, Chair
Paul Larter, Vice Chair
Tina Berlad
Alan Connell
Craig Nation
Nancy Peters

HOPKINTON YOUTH AND FAMILY SERVICES

MISSION:

To provide access to comprehensive social services for youth and families and to enhance behavioral health for the entire Hopkinton community

VISION:

Hopkinton will be a town in which all people are valued, where behavioral health is a high priority, and residents have a place to turn when they need help

STRATEGIC GOALS:

1. Help to strengthen and clarify the network of services that acts as a safety net for vulnerable residents
2. Provide primary prevention services to build a healthy community culture
3. Increase community awareness of behavioral health issues, of HYFS mission and services, and of how to access help
4. Develop effective and efficient funding, staffing, and processes

In 2020 HYFS completed a 3 year strategic plan: [Executive Summary.FINAL](#)

SERVICES:

We help by providing: clinical counseling, referrals, case management, behavioral health workshops in collaboration with community partners, and prevention programming

Metrics in Hours

Annual	I&R	Clinical	Case Management	Meetings/ events	Staff development	Funding development	Clerical	Programs
TOTAL	430	715	531	617	616	592	290	410

STAFF:

Staff can be reached at 508.497.9781

Dawn Alcott-Miller, LICSW - Director, Full-time; dalcott@hopkintonma.gov

Colleen Souza, LICSW - Youth Services Counselor/Social Worker Mon-Fri 9am-3pm, csouza@hopkintonma.gov

Renee Coopridier, 2nd year MSW Intern - Boston College School of Social Work. July of 2020 through April of 2021 Mon, Tues, and Wed, rcoopridier@hopkintonma.gov

COLLABORATION

HYFS also collaborates with a number of organizations and town departments to develop, sponsor, and facilitate community programs designed to enhance the lives of families and promote wellbeing. These partnerships are not limited to, but include:

Hopkinton Youth Commission - HYFS attends Youth Commission meetings, supports and attends Youth Commission events, and partners with the Youth Commission on a

variety of projects. The Youth Commission provides support, community insight, and collaboration on a number of HYFS projects. Together in 2020, the Youth Commission and HYFS participated in MLK Day and Vision's Training (equity, diversity, inclusion) in January along with the School Committee, School Resource Officers, and some Hopkinton Public Schools administrators. The Youth Commission hosted a gift card drive to benefit HYFS families who needed support and has coordinated The Bridge with the Hopkinton Public Schools, HYFS and School Committee to provide help to families in the economic margins cover fee costs and gain access to resources.

Hopkinton Public Schools- HYFS collaborates with HPS via the Wellness Committee, Safety Meeting, Consultation with staff for behavioral health students of students, SEPAC, ELPAC, Challenge Success, Pre-Prom support, Prevention Initiatives, and more.

Hopkinton Center for the Arts - collaborators to provide substance free programming to youth in 2020

Project Just Because - a partner in reaching residents with food, clothing, and household needs

Hopkinton Public Library - sharing resources and ideas during Covid19 during 2020

Organizations that help others: *St. Vincent DePaul, Salvation Army, Women's Club, South Asian Circle of Hopkinton, Senior Center and individual residents* and businesses to meet the needs of Hopkinton's most vulnerable residents

Religious Community - all Hopkinton places of worship have been active in supporting residents with unique needs and through providing volunteers for HYFS programs and financial support during COVID19.

Mommying is Hard- Partnered together to provide Implicit Bias training with Dr. Kalise Wornum and Coping with Uncertainty Training from Riverside Trauma Center and a COVID19 Parent Support session with Wanda Lipson, LICSW

Turning Life On (TLO) - an emerging partnership to bring balance in the lives of youth and families as they cope with the blessings and challenges of the digital age through educational programs and wellness programs

Freedom Team - The mission of the Hopkinton Freedom Team is to "preserve freedom through unity in the community." Its members meet monthly to explore ways of offering dialogue and support to individuals and the entire community with a goal of promoting love, inclusion and trust ("LIT") and moving beyond tolerance to embracing, celebrating and sharing our community's diversity.

Town Departments- HYFS is proud to partner with Human Resources to bring Riverside Trauma Center training programs to Hopkinton town staff. Question, Persuade, Refer (QPR) Suicide Prevention training to Hopkinton staff in June of 2020 and Coping with Uncertainty Training in May. HYFS regularly collaborates with the Police, Fire, Senior Center and Public Health departments in programming for residents and have come together in 2020 to work on messaging and new ways to inform the public about the services available to them.

CONTRACTED SERVICES

HYFS contracts with outside services to enhance the lives of residents. One town-funded initiative is a contract with *Project Just Because* to enhance Hopkinton's food security programs to include perishable offerings. <http://projectjustbecause.org/>



Rebel serving at Hopkinton Middle School

HYFS also contracts for pet therapy services within the schools, and at the senior center, library and other town departments. *Rebel, the therapy dog and her capable handler, Elizabeth Burke*, have been present for youth learning to read, for those who need a calming resource during periods of intense emotion or anxiety, and in response to traumatic events in the community.

HYFS entered into a contract with INTERFACE Referral Service for all Hopkinton residents in August of 2019. This service helps residents seeking outpatient behavioral healthcare make a timely and specialized match based on their insurance needs and served 104 residents to connect to behavioral health care in its first year and has been a vital support during COVID19 **Contact INTERFACE, 9-5, M-F for mental health questions or to start an intake: 1.888.244.6843.**

PRIMARY PREVENTION

Hopkinton Organizing for Prevention (HOP) is the community substance abuse prevention coalition. HOP's Mission is to provide substance abuse prevention resources, education, and support for the purpose of promoting well-being and resilience for all Hopkinton community members. HOP's membership includes parents, clergy, Hopkinton Police Department, Hopkinton Fire Department, Hopkinton Public Health, Hopkinton Public Schools, Hopkinton School Committee, youth, youth serving agencies, pediatric health professionals, people in recovery, and family members touched by addiction. To learn more about HOP and how you can become involved contact Youth and Family Services at 508-497-9781. HOP received a legislative earmark of \$75,000 that supported programming through June 30, 2020. As part of the earmark spending HOP Membership received capacity building training and consultation throughout 2020 to prepare for application to the Drug Free Communities Grant Program in 2021. HOP also submitted a grant in November of 2020 in hopes to secure some funding to build capacity and provide support to HOP initiatives. HOP members hosted a drive in movie on June 26th for families in the middle school parking

lot. Over 80 cars full of residents attended for a socially distanced event. The pre-movie show was packed with prevention messaging and featured a video from Girl Scout Group 65294 about the effects of vaping and how to get help.

Metrowest Youth Teaming Together (MYTT) HYFS staff coordinate a regional youth coalition, where youth from Hopkinton, Ashland, Medfield, Westborough, and Medway come together to plan substance free activities and share about the substance free youth programming in their towns. This year MYTT enjoyed a regional coffee house at the HCA in February where over 100 youth attended. There were plans for a second in April that were thwarted by COVID19. The group rallied to continue to meet via zoom and join statewide prevention efforts. MYTT became a chapter of Tobacco “84” where they received training in late February on Advocacy 101. MYTT met virtually with youth from Avon in June and with youth from Needham and Natick in July, August and September to work on positive social norms messaging. MYTT will be participating in prevention training in January 2021 on stigma and positive social norms. These students will be trained to train other youth in prevention. MYTT continues to explore a mentoring program where high school students would educate students in the middle and elementary schools on prevention.



CONTACT US: Do you have questions about how HYFS can help you? Do you have ideas about how to make the community more supportive for youth and families? Do you want to volunteer or become a part of HOP or MYTT? Please reach out to us with any question or concern large or small! Call 508.497.9781 and ask for Dawn or Colleen.

**HOPKINTON TOWN HALL
18 MAIN STREET
HOPKINTON, MA 01748
WWW.HOPKINTONMA.GOV**

2020

**EMERGENCY MANAGEMENT GROUP
POLICE DEPARTMENT - FIRE DEPARTMENT
HEALTH DEPARTMENT - BOARD OF HEALTH
CREDIBLE SOURCES AND BEST PRACTICES
ENSURE OUR COMMUNITY'S SAFETY.**

**SINCE MARCH 5, THE HEALTH DEPARTMENT
HAS OPERATED A MODEL RESPONSE THAT
HAS CONSISTENTLY PLACED HOPKINTON
AT LOWER RISK OF INFECTION THAN
OTHER COMMUNITIES IN THE REGION.**

**THE TOWN OF HOPKINTON
WELCOMES RESIDENTS OF
ALL RACES, ETHNICITIES,
RELIGIONS, ABILITIES,
GENDER IDENTIFICATIONS,
AND SEXUAL ORIENTATIONS.**