



TOWN OF HOPKINTON SELECT BOARD MEETING AGENDA

Hopkinton Town Hall, 18 Main Street, Hopkinton, MA-Room 215/216

Executive Session will be held in Room 211

Tuesday, February 4, 2020 6:00 PM

ACTIONS TAKEN

- 6:00 PM** **CALL TO ORDER**
1. **EXECUTIVE SESSION**
i. Minutes: The Board will consider approving executive session minutes for January 7, 2020.
ii. To discuss strategy with respect to contract negotiations with DPW, Fire and Dispatch Communications unions.
iii. To consider strategy with respect to the lease, sale or value of real property in relation to the Main Street Corridor Project and the Upper Charles Trail.
- 6:30 PM** **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
- 6:31 PM** **PUBLIC FORUM**
3. Residents are invited to share ideas, opinions or ask questions regarding Town Government.
- 6:35 PM** **STAFF APPOINTMENTS**
4. The Select Board will consider affirming the Town Manager's appointment of the following new employees:
 - Cailin Chenelle, Senior Library Assistant
 - Erin Bassler, Senior Library AssistantSupporting Exhibits: Cailin Chenelle and Erin Bassler Resumes
- The Select Board affirmed the Town Manager's appointment of Cailin Chenelle and Erin Bassler as Senior Library Assistants. (5-0)**
- 6:45 PM** **CONSENT AGENDA**
5. i. **MINUTES:** The Select Board will consider approving Minutes of the January 21, 2020 Select Board Meeting.

ii. **RESIGNATION**
The Select Board will consider the resignation of Jim Ciriello from the Trail Coordination and Management Committee (Conservation Commission representative).
Supporting Exhibits: Jim Ciriello Resignation
- **The Select Board approved the Minutes of the Jan. 21, 2020 meeting. (5-0)**
 - **The Select Board accepted the resignation of Jim Ciriello from the Trail Coordination and Management Committee. (5-0)**
- 6:50 PM** **PARADE PERMIT APPLICATION-MICHAEL LISNOW RESPITE CENTER "HARVEST RIDE**

6. **FOR RESPITE”**
The Select Board will consider approving a Parade Permit application received from Elizabeth Schuster on behalf of the Michael Lisnow Respite Center, for a bike ride fundraiser to be held on Saturday, September 26, 2020 from 7 a.m. to 5 p.m., beginning and ending at Elmwood School. This will be a 28, 50 and 100-mile course ride. No road closures are being requested. Expected number of participants is 150-200.
Supporting Exhibits: Application and supporting documents; Permitting Team Comments

The Select Board approved a Parade Permit for the “Harvest Ride for Respite” on 9/26/20. (5-0)

6:55 PM COMMUNITY NEEDS ASSESSMENT/INTERFACE UPDATE

7. Abbie Rosenberg, Executive Director/Founder of Mental Health Collaborative, and Dawn Alcott Miller, Director of Youth & Family Services, will provide an update on the results of the community needs assessment and data from INTERFACE for the first three months of the new mental health referral service.

7:00 PM POSTED PUBLIC HEARING: RASHMI CORPORATION DBA COUNTRY FARM - SECTION 15 PACKAGE STORE TRANSFER OF LICENSE

8. The Select Board will hold a Public Hearing on an application under MGL c.138 §15 for the transfer and change of location of an all alcoholic package store from Rashmi Corp. dba Country Farm, for premises at 3 Cedar Street, Hopkinton, MA. The application is seeking approval to transfer the license held by Foster Street Liquors, LLC d/b/a Old Town Liquors to Rashmi Corp. d/b/a/ Country Farm. The application also seeks to change the location of the license from 68-72 Main Street to 3 Cedar Street, Hopkinton, the current location of Country Farm’s business. The proposed manager is Hinaben Patel. Proposed Hours of operation are: Sunday from 7 a.m. to 8 p.m.; Monday through Thursday from 7 a.m. to 10 p.m. and Friday and Saturday from 7 a.m. to 10:30 p.m. The proposed establishment is 1,800 square feet, on one floor, with one entrance and two exits.

On January 30, 2020, applicant amended the requested hours of operation as follows: Sunday 10 a.m. to 9 p.m.; Monday through Thursday 8 a.m. to 10 p.m.; Friday and Saturday 8 a.m. to 11 p.m.

Supporting Exhibits: Application and supporting documents; Permitting Team Comments; updated General License application; Public Hearing Notice

- **The Select Board approved a Section 15 Package Store transfer of license from Foster Street Liquors d/b/a Old Town Liquors to Rashmi Corp. d/b/a Country Farm and change of location from 68-72 Main St. to 3 Cedar St. (5-0)**
- **The Select Board approved a Change of Manager for the license, to Hinaben Patel. (4-0)**
- **The Select Board approved a Pledge of License/Inventory. (4-0)**

7:20 PM KEA TECHNOLOGIES, INC./ATOZ

9. The Select Board will hear from representatives of KEA Technologies relative to a proposal to locate a Cannabis testing laboratory at 86 South Street, which requires a Host Community Agreement with the Town.
Supporting Exhibit: KEA Technologies, Inc./ATOZ Presentation

The Select Board authorized the Town Manager to begin the Host Community Agreement negotiation process. (5-0)

7:30 PM 1854 CYCLING COMPANY

10. The Select Board will hear from representatives of the 1854 Cycling Company relative to the company's plan to undertake manufacturing operations at 80 South Street, and intent to apply for the Massachusetts Economic Development Program (EDIP) and Tax Increment Financing (TIF) agreement in Hopkinton.
Supporting Exhibit: 1854 Cycling Company Presentation

The Select Board authorized the Town Manager and Town Counsel to begin TIF negotiations, with the understanding that the concerns expressed at this meeting will be discussed during the negotiations. (4-1)

7:40 PM GROWTH STUDY COMMITTEE

11. The Select Board will consider the Growth Study Committee's proposal to establish an Economic Development Office at Town Hall.
Supporting Exhibits: Economic Development Office Description; Economic Development Office Comparisons; Growth Study Committee Forum slide set

7:50 PM FRUIT STREET BRIDGE - MASSDOT

12. MassDOT's I-495/ I-90 Interchange Reconstruction Project will be replacing the Fruit Street bridge over I-495 due to conflicts between the location of the existing bridge abutments and the proposed relocated interchange ramps. The Select Board will hear from the MassDOT design team on the bridge replacement cross section and proposed improvements to Fruit Street for their consideration. MassDOT requests that the Select Board consider submitting a letter to MassDOT supporting the proposed improvements on the Fruit Street approaches as presented and discussed this evening.
Supporting Exhibit: MassDOT Project Update

The Select Board authorized the Town Manager to submit a letter to MassDOT supporting the proposed improvements to the Fruit Street bridge approaches as presented and discussed at the meeting. (5-0)

8:00 PM FY 21 BUDGET REVIEW

13. The Select Board will review proposed FY21 Capital Articles.
Supporting Exhibits: Proposed FY 21 Capital Articles

8:30 PM ANNUAL TOWN MEETING ARTICLES

14. The Select Board will review 2020 Annual Town Meeting articles.
Supporting Exhibits: Draft Trench Safety Officer Bylaw; Draft Street Opening Permit Bylaw

8:45 PM TOWN MANAGER REPORT

15. a. Main Street Corridor Project Update
b. 45 Main Street - International Marathon Center RFP
c. Policy Review - Marijuana Testing Laboratories and Marijuana Research Facilities -

Process and Host Community Agreement
Supporting Exhibit: Town Manager Report for February 4, 2020

The Select Board voted to approve of the award of the lease of property located at 45 East Main Street to the 26.2 Foundation, subject to (1) the successful negotiation of a lease between the Town and the 26.2 Foundation, (2) the 26.2 Foundation providing information sufficient to satisfy the Town with regard to the Feasibility Conditions set forth in Exhibit 2 of the Request for Proposals; and (3) Town Meeting approval; and further to authorize the Town Manager to negotiate a lease with the 26.2 Foundation with the assistance of Town Counsel. (5-0)

- 9:00 PM LIAISON REPORTS/BOARD INVITES**
16. Supporting Exhibits: 2019-2020 Liaison Assignments;
 Select Board Invites for February 4,2020
- 9:10 PM FUTURE BOARD AGENDA ITEMS**
17.
- 9:20 PM ADJOURN**

Correspondence to Select Board

1. Annual Report of Sealer of Weights & Measures
2. Verizon - Customer Notice - WNEU
3. Verizon FIOS TV-LFA Notification - Content Change
4. Metrowest Visitors Bureau - New Executive Director
5. Verizon Fios TV - LFA Notification - Content Change
6. Verizon - Annual Complaint Filing

Upcoming Meetings/Elections

1. February 25, 2020
2. March 3, 2020 - Presidential Primary
3. March 10, 2020
4. March 17, 2020

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Unless an agenda item is a posted public hearing, the matter may be considered earlier than the indicated time if there are last minute cancellations or other unforeseen events which cause the Board to move more quickly through the agenda.