



**TOWN OF HOPKINTON**  
**SELECT BOARD MEETING AGENDA**  
Tuesday, April 7, 2020 6:30 PM

**Topic: Hopkinton Select Board 4/7/2020**  
**Time: Apr 7, 2020 06:30 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

<https://zoom.us/j/852433291?pwd=NzEwNlRqUzZHYVAwbGpob1NUNkpHQT09>

**Meeting ID: 852 433 291**

**Password: 428973**

**One tap mobile**

**+16468769923,,852433291# US (New York)**

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**Dial by your location**

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**+1 346 248 7799 US (Houston)**

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**Meeting ID: 852 433 291**

**Find your local number: <https://zoom.us/u/abGw05Ksoj>**

- 6:30 PM CALL TO ORDER**  
1. **PLEDGE OF ALLEGIANCE**
- 6:31 PM PUBLIC FORUM**  
2. Residents are invited to share ideas, opinions or ask questions regarding Town Government.
- 6:35 PM COVID-19 UPDATE - STATE OF EMERGENCY**  
3. The Select Board will receive an update from the Board of Health on the Town's response to COVID-19. The Select Board will consider declaring a State of Emergency in the Town of Hopkinton.
- The Select Board declared a State of Emergency in the Town of Hopkinton. (5-0)**
- 6:55 PM APPOINTMENT - POLICE CHIEF**  
4. The Select Board will review and meet internal candidates for the Police Chief position and consider appointing Hopkinton's next Police Chief.

**The Select Board accepted the Human Resources Director's screening report and appointed Joseph Bennett to the position of Police Chief, subject to successful contract negotiations; and authorized the Town Manager and town legal team to commence negotiations. (5-0)**

**7:00 PM**            **POSTED PUBLIC HEARING - PETITION TO RELOCATE AND ADD UTILITY POLES ON WEST ELM STREET - VERIZON AND NSTAR ELECTRIC (EVERSOURCE)**  
5.                    The Select Board will consider a petition submitted by Verizon and NSTAR Electric (Eversource) to erect and maintain poles and their respective wires and cables to be placed thereon, together with anchors, guys and other sustaining and protecting fixtures as said Companies may deem necessary, in the public way, in the vicinity of 42 West Main St. The pole is required to be relocated so that the Fire Department can access a new house, and the new pole across the street is required for stability.

1. Relocate one (1) jointly owned pole numbered T.79/E.79 to a point on the northwesterly side of West Elm Street approximately two hundred twenty-two (222) feet southwesterly from the center line of Priscilla Road.
2. Place one (1) jointly owned pole numbered T.79S/E.79S on the northwesterly side of West Elm Street at a point approximately two hundred twenty-two (222) feet southwesterly from the center line of Priscilla Road.

Supporting Exhibits: Petition and supporting documents; Permitting Team Comments & Responses

**7:15 PM**            **CONSENT AGENDA**  
6.                    i. **MINUTES** - The Select Board will consider approving the Minutes of the 3/12/20 and 3/17/20 meetings.

ii. **RESIGNATION** - The Select Board will consider accepting the resignation of Maryanne Chambers from the Hopkinton Historic District Commission (Historical Society nominee); and affirming the Town Manager's acceptance of Claire Wright's resignation as Hopkinton's representative to the Metropolitan Area Planning Council (MAPC).  
Supporting Exhibits: Maryanne Chambers Resignation ; Claire Wright's Resignation.

- **The Select Board approved the Minutes of the 3/12/20 and 3/17/20 meetings. (4-0)**
- **The Select Board accepted the resignations of Maryanne Chambers from the Hopkinton Historic District Commission and Claire Wright as the Town's representative to the MAPC. (4-0)**

**7:20 PM**            **COMMUNITY OUTREACH MEETING DISCUSSION - ATOZ LABORATORIES, INC., PROPOSED MARIJUANA TESTING LABORATORY, 100 SOUTH STREET**  
7.                    The Select Board will consider a request by ATOZ Laboratories to hold the required Community Outreach Meeting virtually rather than in person, given the current public health State of Emergency.  
Supporting Exhibit: ATOZ Laboratories, Inc. Request

**The Select Board approved the request of ATOZ Laboratories to hold the Community Outreach Meeting remotely. (5-0)**

**7:30 PM**            **TOWNE POUND, WEST MAIN ST. - RESTORATION REQUEST**  
8.                    The Select Board will review a request from citizen volunteers to restore the old Towne

Pound on West Main St. In addition, a historic information sign, similar to those on the Center Trail and Echo Trail, will be installed. The property is under the jurisdiction of the Select Board.

Supporting Exhibit: Towne Pound Citizen Request

**The Select Board approved the proposed work at the old Towne Pound. (5-0)**

**7:40 PM FY 2020 AND FY 2021 BUDGET UPDATES**

9. The Select Board will consider FY 2020 and 2021 Budget updates.

**7:45 PM 2020 ANNUAL TOWN MEETING UPDATE AND ANNUAL TOWN ELECTION DATE**

10. The Select Board will consider postponing the date of the Annual Town Election to June 29, 2020.

- **The Select Board, after consultation with the Town Manager and Town Clerk, postponed the date of the Annual Town Election from May 18, 2020 to June 29, 2020. (4-0)**
- **The Select Board, after consultation with the Town Manager and Town Clerk, postponed the date of the Democratic Party caucus for the Annual Town Election from April 10, 2020 to May 14, 2020 from 6:30 to 8:30 pm. (4-0)**
- **The Select Board, after consultation with the Town Manager and Town Clerk, postponed the date of the Republican Party caucus for the Annual Town Election from April 9, 2020 to May 15, 2020 from 5:00 to 7:00 pm. (4-0)**

**7:55 PM TOWN MANAGER REPORT**

11. a. Main Street Corridor Project Update. The Select Board will consider:
1. Voting to dedicate to the Main Street Corridor Project those Town-owned parcels that are under the care, custody, management and control of the Select Board.
  2. Voting to accept the dedication to the Main Street Corridor Project of those Town-owned parcels that are under the care, custody, management and control of the Cemetery Commission and the Park and Recreation Commission.
  3. Voting to adopt and execute the Order of Taking, substantially as drafted, for the permanent and temporary easements needed for the Main Street Corridor Project and to authorize the Town Manager and Town Counsel to take any action necessary to effectuate these takings.

b. COVID-19 Related Administrative Items

Supporting Exhibits: Town Manager Report; Dedication of Municipal Parcels; Plan

- **The Select Board voted to dedicate for the Main Street Corridor Project portions of Town-owned land under the care, custody, and control of the Select Board shown as "TE-57, PUE-39, TE-8, E-27, TE-42, TE-43, PUE-37, and TE-65" on a plan titled "SHOWING LOCATION OF EASEMENTS FOR THE MAIN STREET CORRIDOR PROJECT FOR THE PURPOSE OF RECONSTRUCTING MAIN STREET (ROUTE 135)" dated April 1, 2020, prepared by VHB, Inc., to be used for the purposes described in the document entitled "Dedication of Municipal Parcels", and to adopt and to authorize the Chair of the Select Board to execute said "Dedication of Municipal Parcels" on behalf of the Board. (5-0)**
- **The Select Board voted to accept the dedication for the Main Street Corridor Project portions of Town-owned land under the care, custody, and control of the Cemetery Commission and the Park**

and Recreation Commission shown as "TE-92, TE-93, TE-70, and TE-73" on a plan titled "SHOWING LOCATION OF EASEMENTS FOR THE MAIN STREET CORRIDOR PROJECT FOR THE PURPOSE OF RECONSTRUCTING MAIN STREET (ROUTE 135)" dated April 1, 2020, prepared by VHB, Inc., to be used for the purposes described in the documents entitled "Dedication of Municipal Parcels" which were executed by the Cemetery Commission and the Park and Recreation Commission, respectively. (5-0)

- The Select Board voted to adopt and execute the proposed Order of Taking, substantially as drafted, for all permanent and temporary easements required for the Main Street Corridor Project as described on a plan titled "SHOWING LOCATION OF EASEMENTS FOR THE MAIN STREET CORRIDOR PROJECT FOR THE PURPOSE OF RECONSTRUCTING MAIN STREET (ROUTE 135)" dated April 1, 2020, prepared by VHB, Inc., to be used for the purposes described in the proposed Order of Taking, and to authorize the Town Manager and Town Counsel to take any necessary actions to effectuate these takings. (5-0)
- The Select Board voted to extend the due dates for fourth quarter real estate and personal property taxes from May 1, 2020 to June 1, 2020. (5-0)
- The Select Board voted to extend the application deadline for tax exemptions from April 1, 2020 to June 1, 2020. (5-0)
- The Select Board voted to waive interest or other penalties on any late payment for real estate, personal property, or excise tax as well as betterment assessments or apportionment thereof, and any water rate or annual sewer use added to any tax payments with a due date on or after March 10, 2020, so long as payment is made by June 30, 2020. (5-0)
- The Select Board authorized the Town Manager to work with public safety officials, the Select Board and others to develop and implement a plan for managing the Boston Marathon start line area on April 20, 2020, including prohibiting access to the start line and parking in the vicinity of the startline. (5-0)
- The Select Board allowed the placement of a banner across Main Street by the Chamber of Commerce on or about April 20, 2020. (5-0)

**8:00 PM**      **LIAISON REPORTS/BOARD INVITES**  
12.              Supporting Exhibits: 2019-2020 Liaison Assignments

**8:05 PM**      **FUTURE BOARD AGENDA ITEMS**  
13.

**8:10 PM**      **ADJOURN**

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#### Correspondence to Select Board

1. DPU Hearing Notice - Eversource Rates
2. DPU Notice
3. Xfinity Notice

#### Upcoming Select Board Meetings

1. April 21, 2020

2. May 5, 2020
3. May 19, 2020
4. June 2, 2020

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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.