



TOWN OF HOPKINTON SELECT BOARD MEETING AGENDA

Tuesday, May 9, 2023 6:00 PM

Hopkinton Town Hall, 18 Main St, Hopkinton, MA - Room 215/216
(Executive Session will be held in Room 211)

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/81825350599?pwd=cWowL1R3MwVtRaWR5L1R6Y0c0ZlJpZz09>

Passcode: 765365

Or One tap mobile :

+16469313860,,81825350599# US

+13017158592,,81825350599# US (Washington DC)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 646 931 3860 US, +1 301 715 8592 US (Washington DC), +1 305 224 1968 US, +1 309 205 3325 US, +1 312 626 6799 US (Chicago), +1 646 876 9923 US (New York)

Webinar ID: 818 2535 0599

International numbers available: <https://us02web.zoom.us/j/81825350599>

6:00 PM

CALL TO ORDER

1.

EXECUTIVE SESSION

- a. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 2) to consider strategy with respect to negotiations with non-union personnel (Town Manager)
- b. Approval of Executive Session Minutes (4/4/23, 4/11/23, 4/25/23)

6:30 PM

CALL TO ORDER - OPEN SESSION

2.

PLEDGE OF ALLEGIANCE

6:31 PM

PUBLIC FORUM

3.

Residents are invited to share ideas, opinions or ask questions regarding Town Government.

6:40 PM

CONSENT AGENDA

4.

The Select Board will consider the following consent agenda:

- a. **MINUTES** - The Select Board will consider approving the Minutes of the 4/11/23, 4/25/23, and 5/1/23 meetings.
- b. **ACCEPT GIFT** - The Select Board will consider accepting a gift of \$3,600 from the Hopkinton Library Foundation to the Hopkinton Public Library to be used towards a monthly music and movement children's series.
- c. **ACCEPT GIFT** - The Select Board will consider accepting a backpack child carrier to the 'Library of Things' at the Hopkinton Public Library from the Hopkinton Trails Club.
- d. **RESIGNATION** - The Select Board will consider accepting the resignation of Priya Vasudevan from the Sustainable Green Committee.

6:45 PM

TOWN EMPLOYEE APPOINTMENTS

5. The Select Board will consider confirming the Town Manager’s appointment of:
- a. Seth Ledoux as Senior Library Assistant; and
 - b. Erin Grogan as Parks and Recreation Program Coordinator
- Supporting Exhibits: Applications & Resumes
- 7:00 PM**
6. **EMERGENCY PREPAREDNESS DRILL AT HOPCO, 52 WILSON STREET**
The Select Board will receive an update from Chief Miller, Chief Bennett and Town Manager regarding the May 4, 2023 Emergency Preparedness Drill at the Hopkinton liquified natural gas (LNG) plant, 52 Wilson St.
- 7:05 PM**
7. **VOLUNTEER RECOGNITION**
The Select Board will continue considering options and opportunities for recognizing town volunteers.
Supporting Exhibits: Memo
- 7:15 PM**
8. **FIRE CHIEF RESIGNATION AND TRANSITION PLAN**
Fire Chief Miller will resign effective June 11, 2023 after serving for 23 years. The Select Board will consider a transition plan and the process for finding Hopkinton’s next Fire Chief.
- 7:30 PM**
9. **UPPER CHARLES TRAIL COMMITTEE - TOWN MEETING FOLLOW UP**
The Select Board will consider acknowledging the 2023 Annual Town Meeting advisory vote to dissolve the UCTC and express that it will work with stakeholders to move forward with a solution that the majority of the town will support.
- 7:40 PM**
10. **TOWN MANAGER REPORT**
Town Manager will report on the following:
- a. Town Meeting Retrospective
 - b. Main Street Corridor Project
 - c. Per- and Polyfluoroalkyl Substances (PFAS) treatment project
 - d. Massachusetts Water Resources Authority (MWRA) Southborough Interconnection project
- Supporting Exhibits: Town Manager Report
- 7:50 PM**
11. **LIAISON REPORTS/BOARD INVITES**
Supporting Exhibit: FY 23 Liaison Assignments
- 7:55 PM**
12. **FUTURE BOARD AGENDA ITEMS**
Board members will identify future agenda items.
Supporting Exhibit: Board Member Future Agenda Items
- 8:00 PM** **ADJOURN**
-

1. Board of Appeals Notices of Decision - 15 East St., 32 Ash St.
2. Correspondence regarding [LNG Gas Tank-54 Wilson Street](#)
3. Hopkinton PRIDE Parade - June 11, 2023

Upcoming Select Board Meetings

1. May 23, 2023
2. June 6, 2023
3. June 20, 2023
4. July 11, 2023

Town Hall is accessible; the public may attend in person or remotely. If accommodations/modifications are needed, please contact the Town Manager's office at 508-497-9701 or [complete this form](#).

The listed matters on the agenda 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

EDUCATION

Bachelor of Arts in English/Creative Writing

Dean's List

Sigma Tau Delta English Honor Society member

GPA: 3.5, **Magna Cum Laude**

SKILLS

WorldCat Library Database, Microsoft Office, Windows and Mac OS, Interpersonal

RELEVANT EXPERIENCE

Administrative Associate I, Homeyer Consulting Services, Inc.

June 2018-June 2019

Administrative Associate II, Homeyer Consulting Services, Inc.

June 2019-September 2020

Administrative Supervisor, Homeyer Consulting Services, Inc.

September 2020-March 2023

- Manage the Administrative department by assigning and overseeing all tasks
- Generate and edit Word and Excel documents
- Proofread and copyedit scientific/technical reports
- Publish lab and consulting reports to clients
- Provide phone and email support to field consultants
- Various telephone calls, copying, faxing, filing, and scanning

Access Services Assistant, O'Leary Library,

- Assist patrons in locating and checking out materials with WorldCat
- Stock and restock (arrange, rearrange, inventory, organize)
- Assist in library navigation and database navigation
- Troubleshoot patron issues as needed
- Answer phone calls in a professional manner

Substitute Librarian, Amherst Regional High School

- Assisting students in locating and checking out materials
- Stock and restock (arrange, rearrange, inventory, organize)
- Signing in students and keeping track of hall passes

National Library Relocations, Three Rivers, MA

- Worked on moving Smith College's library and UMass Amherst's library into the Five Colleges Library Annex in Hatfield, MA
- Scan, shelve, and organize library materials

Usher, Cinemark at the Hampshire Mall, Hadley MA

- Greeting and directing customers in a friendly manner
- Customer service

INVOLVEMENT

Editorial staff on literary magazine "The Offering"

- **Nonfiction editor** for issues
- Contributor of one poem and one nonfiction piece in issue and one poem in issue

VOLUNTEER EXPERIENCE

Sibling Connections,

- As part of unit on foster care, partnered with Sibling Connections, a nonprofit organization that reunites brothers and sisters who have been separated by foster care
- Helped plan and implement a monthly reunion of 35 children on campus, including campus tour, art and music activities, and presentation on college life
- Led a drum circle for the kids with 3 other classmates that had various instruments for the children to pick from.

Dear Hopkinton HR,

I am writing to apply for the listed Senior Library Assistant position in Hopkinton. I graduated from [REDACTED] with Magna Cum Laude honors and a degree in English with a concentration in creative writing. Most recently, I was working as an Administrative Supervisor at Homeyer Consulting Services, Inc. in Tewksbury, MA in an office setting where I was support for other departments in the company, helping copyedit and publish documents to clients, along with being the manager of the department.

In college, I worked all four years at my school's library circulation desk and loved it. It was one of two libraries on campus, so there was plenty of communication with the other to coordinate sending books between libraries for patrons to pick up after they had requested them online. Also, my circulation desk was part of the Boston Library Consortium, so we handled very many interlibrary loan services, both sending material to other libraries in the region and receiving them. All of this was with the typical checking out of books for patrons, reshelving, locating materials, etc. After college, I spent time working as a substitute librarian at my old high school and doing many of the same usual library tasks.

After a few years in my current position, I'm looking to go back to the library world with the intention of also taking online courses for a master's degree in library science at the same time to continue progressing in the field.

I always treat people in a kind and professional manner as well, as I believe that everyone deserves basic respect. References can be supplied if needed and I can always be reached at [REDACTED] for more information.

Sincerely,
Seth Ledoux

Erin Grogan

PROFESSIONAL EXPERIENCE

Amos A. Lawrence School, Brookline, MA

September 2019 – Present

Wellness Educator

September 2019 – Present

Enthusiastic and creative physical education/health teacher for students ranging in grade level from kindergarten to 8th grade. Promote an environment for young students to learn the importance of physical and mental well-being through skills-based activities. Create a safe and inclusive environment that is productive to all students, where everyone feels welcomed and comfortable.

- Created lessons and unit plans for kindergarten to 8th grade Physical Education.
- Created lesson and unit plans for 7th and 8th grade Health.
- Instructed more than 20 students through lessons, small group and whole group activities, as well as individual instruction.
- Evaluate effectiveness of teaching practices through assessments and reflection of goals set at the beginning of the school year.
- Track student growth through formative and summative assessments while following equitable grading practices.
- Member of Grading for Equity group to learn and improve on equitable grading practices for middle school students.
- Participated in frequent professional development opportunities on anti-racism practices and inclusivity.
- In collaboration with other wellness educators, planned and implemented two field days for all students to attend.

Running Brook Day Camp, Waltham, MA

June 2017 – Present

Assistant Director

June 2021 – Present

- Responsible for leading daily morning meetings with camp staff and campers to discuss updates for the week.
- Plan and implement daily operations for the camp including scheduling, resolving miscellaneous issues, and supporting counselors.
- Observe and evaluate specialist counselors in their activities to ensure they are on task for the campers.
- Schedule and coordinate weekly events for all groups by delegating tasks for staff in order to operate successfully.

Archery and Camp Games Specialist

June 2019 – August 2020

- Lead groups in cooperative games and activities for campers to build confidence and strong social skills.
- Teach campers the appropriate skills for shooting on an archery range and lead small groups in the process of shooting at a target.

Group Counselor

June 2016 – August 2019

- Responsible for providing care for a group of about 20 campers.
- Implement behavior management strategies and whole group management.
- Demonstrate compassion, cooperation, creativity for the campers to learn these skills in order to grow.

EDUCATION

██████████ University

██████████
Master of Science, Physical Education

Expected Spring 2024

████████████████████
██████████
Bachelor of Science in Kinesiology

SKILLS

Microsoft Office, Google Suite, Slack, Canvas, Zoom (adapts quickly to new softwares). Collaboration skills, active listening and conflict resolution, strong verbal and written communication skills, strong organizational and interpersonal skills, time management, and creative problem solving.

[REDACTED]
Erin Grogan
February 16, 2023

To whom it may concern,

My name is Erin Grogan and I am interested in the position of Program Coordinator for the Parks and Recreation Department. Ever since I was a young child, I have had a passion for sports, physical activity and being outside. This passion led me to pursue a degree in Kinesiology. I graduated from [REDACTED] with a bachelor's degree in Kinesiology. For the past 5 years, I have been an educator in the public school system. While I have a passion for helping others, the classroom setting is not the best outlet for me to accomplish that. I have become interested in challenging myself with something new and setting goals for myself in a different career. I believe this position will give me the opportunity to expand upon my experience and use my skills from previous work to benefit my community through recreation.

I have a great deal of experience working in elementary schools and I have gained many transferable skills in that setting. I regularly partake in professional development opportunities to learn more about equality and inclusion for our students. I often reflect on my pedagogy in order to grow as an equitable and culturally competent educator. I have enjoyed my time teaching in Brookline, although I am excited for the potential opportunity to focus more broadly on community wellness. For the past seven summers, I have worked at Running Brook Day Camp as an Assistant Director. I help to supervise and support counselors in order for our campers to be most successful. Drawing on these experiences, I have gained great leadership skills and have become highly proficient in collaborating with others. I find this work rewarding and very fulfilling!

I feel I am a great fit for this position based on my previous work experience and my desire to incorporate recreation into the daily lives of all community members. I am very grateful for the experience I have gained in my previous work and feel I would be an asset to the Town of Hopkinton Recreation Department. I would appreciate the opportunity to discuss the position further. I can be reached at [REDACTED] or on my cell phone at [REDACTED]

Thank you for your time,

Erin Grogan

Date: May 3, 2023

To: Select Board

From: Amy Ritterbusch, Select Board Chair

In preparation for our discussion on volunteer recognition, I wanted to count up how many volunteers we have to recognize. I removed duplicate names (people who serve on more than one committee), and we have a total of 178 volunteers. They are a variety of age groups, so that makes it more challenging to find a good day or time to have an event. For example, if the majority were at retirement age, we might make an educated guess that they were likely to be available on weekdays. This is just a discussion point for our May 9, 2023 meeting.

Amy

Generational Age Group	
Traditionalists b. before 1945 (Age 77+)	7
Baby Boomers b.1946-64 (Age 58-76)	77
Generation X b. 1965-76 (Age 46-57)	51
Millennials Gen Y b. 1977-95 (Age 27-45)	28
Gen Z b. 1996+ (Age 18-26)	5
Age Group Unknown	10
Total	178

Board & Committee Statistics - FY23

To: Select Board

From: Norman Khumalo 

Date: May 3, 2023

Ref: Staff Report - Select Board May 9, 2023 Meeting

1. *Town Meeting Retrospective:* I respectfully request Select Board feedback on the recently concluded Annual Town Meeting, including accomplishments, opportunities for improvement, and follow-up priorities. Town Meeting processed 48 articles, of which 6 were citizen petitions; approved “all-activity” financials for **\$128,808,165**; acted on 5 Zoning and 5 General Bylaw changes; reviewed 11 land acquisition and disposition articles; and processed 3 administrative matters. Board members may consider the following questions:
 - a. What are the three things that went well?
 - b. What are the three things that could have gone better?
 - c. What are suggestions for improvement?
 - d. What are the priority follow-up actions from the town meeting, and which of these would you like to work on?
2. *Main Street Corridor Project:* Dave Daltorio (Town Engineer/Facilities Director) and Michell Murdock (Project Specialist) have provided the attached update (See Attachment 1).
3. *Per- and Polyfluoroalkyl Substances (PFAS) treatment project:* *Per- and Polyfluoroalkyl Substances (PFAS) treatment project:* According to the Select Board endorsement on April 4, 2023, the Town Manager has scheduled a public hearing on **Tuesday, May 16, 2023, at 6:30 p.m.** on the proposed use of American Rescue Plan Act (ARPA) funds on a PFAS Filtration System for the municipal water supply. The Town Manager is seeking public input regarding expending \$1,187,000 of the ARPA grant awarded by the United States Department of Treasury, to be administered by the Town Manager, from the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) in the Treasury of the United States established by Section 9901 of the American Rescue Plan Act of 2021 (ARPA). The Town continues to investigate soil testing methodologies and laboratories for PFAS detection. Again, PFAS information for owners of private wells is available [here](#). If residents have questions or concerns regarding PFAS in private wells, they may contact the Health Services Department at 508-497-9725.
4. *Massachusetts Water Resources Authority (MWRA) Southborough Interconnection Project:* Hopkinton staff and consultants continue to review the “fact basis” items of the Intermunicipal Agreement discussed with Southborough. As previously reported, these include:

- a. Hopkinton will be a direct MWRA customer and will deal with MWRA for its allotment;
- b. MWRA will specify meter type at border and will provide meter reading;
- c. MWRA will send Hopkinton a bill for MWRA water use;
- d. Southborough will deliver MWRA water to Hopkinton;
- e. Southborough must maintain the ability to provide peak supply capacity whether Hopkinton uses it or not;
- f. Southborough will charge Hopkinton for short term (electricity) and long term (tank and pipe maintenance) costs;
- g. Future maintenance and capital costs will be allocated per the following planned charges;
 - i. Share of pumping electricity
 - ii. Amortization of pump replacement
 - iii. Pump inefficiency factor - extra cost of using larger pumps
 - iv. Cost of extra lost water due to Hopkinton's usage
 - v. Water storage maintenance allocation:
 1. Charge quarterly for anticipated cost of tank maintenance, or
 2. Fraction of tank usage then at peak demand;
 - vi. System maintenance and management costs
 1. Charge quarterly based on fraction of pipe miles used

The Town continues its review of Pare Corporation's (town consulting engineer) scope of work for the project design, including survey, design and permitting at DEP and Water Resources Commission.

Attachment 1

TO: Select Board

FROM: Michelle Murdock, Dave Daltorio *Michelle Murdock*
VIA: Norman Khumalo, Town Manager *NK*
DATE: May 3, 2023
SUBJ: Select Board Update: Main Street Corridor Project Date: May 9, 2023

MassDOT's Original Completion Date for the Project is October 22, 2023. That date was set at the award of the contract. As of the most recent schedule, submitted by A.F. Amorello on November 8, 2022, the project is still on schedule for completion by that date.

Phase 1 and 2 of Main Street Reconstruction has been completed. This work focused on the area from West Main Street to the Fire Station and the 135/85 intersection. This work included the full-depth excavation of these sections of Main Street and the installation of two of the three final paving courses. The final course of pavement will be installed at the end of the project.

Traffic and speed limit signs have been placed and signs have been added. MassDOT accepted the Town's request to use single posts for street signs.

Anticipated Work for Spring 2023 includes the following:

- Curb/Sidewalk work on the west side of the project
- Large green highways signs will be installed starting by the Wood St. intersection.
- Full depth excavation/reconstruction from the Muffin House to the east end of the project (approximately Ray Street) - **scheduled to begin on Monday, May 8th**. Anticipated to take three weeks to complete.
- Resetting curb/bike lane/sidewalk work on the east side of the project will follow the full-depth reconstruction.
- Beginning on May 4th the temporary sod placed on the Town Common for the Boston Marathon will be removed and the planned work to shape the road at Marathon Way will begin.

Anticipated Work for the Week of May 8th to May 13th - Full Depth Excavation Begins

- Full depth excavation from the Muffin House to the east end of the project begins on Monday, May 8th.
- To expedite this work, Public Safety has approved a 7am to 5pm workday from Monday - Saturday
- The eastbound detour from Grove Street to Maple Street to Hayden Rowe will be used from Monday-Saturday from 7am to 5pm. Additional detours may be used as needed.
- Two-way traffic on Walcott St. will be allowed when the detour is in place.
- School buses and emergency vehicles will be allowed through the detour

- Message boards will be set up to provide detour information.

To Date Construction Cost and Quantities through 9/24/22

Paid By	Contract Bid Total (incl. contingencies)	As of Sept, 24, 2022	Percent Completed
MassDOT/TIP	\$9,919,513.90	\$5,535,689	56%
Paid By Town	\$10,014,173.48	\$6,578,583	66%
Total Cost	\$19,933,687.38	\$12,114,272.90	61%

Work Completed - rounded (does not include every bid item)

	As of 12/18/2021	As of 9/24/2022	Percent Complete
Catch Basins	80	82	100%
Drain Manholes	40	40	100%
Reinforced Concrete Pipe	5,100 ft	5,100 ft	100%
Ductile Iron Pipe	727 ft	727 ft	100%
Hot Mix Asphalt (all types)	2,750 tons	10,268 tons	71%
Gravel (all types)	2,456 cy	9,873 cy	51%
Rock Excavation	1,037 cy	1,037 cy	Est. 100%
Grading and Compaction	n/a	18,000 sy	47%
Granite Curbing	n/a	3,0147 lf	30%
Underground Conduit	2,012 ft	11,459 ft	42%
Utility Vaults Installed	12	18	1. 100%
Excavation (all types)	968 cy	13,326 cy	56%
Concrete Sidewalk	n/a	565 sy	6%

Community Contact (4-20-23 thru 5-3-23)

- Construction Advisory #61 was distributed via email on Friday, April 28, 2023.
- Construction Meeting held with MassDOT on May 2, 2023
- Project Update with information about full depth excavation on east side of project was distributed via Email on Wednesday May 3, 2023.
- Project Update with information about full depth excavation on the east side of the project and hand-delivered to businesses and property owners along that section of the project on Thursday, May 4, 2023 .
- Construction Advisory #62 was distributed via email on Friday, May 5, 2023 .
- A total of 13 issues/concerns from the general public and project abutters were received, reviewed and researched, and an email response was sent to the individual(s) who reported an issue or asked a question. Issues reported/questions asked included:
 1. Email to property owners at 5 East Main and 2 Hayden Rowe to advise of the confirmed date for service connections to their building.
 2. Email to business owners on Main Street who have plantings/benches on the sidewalk to notify them that they will need to be removed prior to the scheduled sidewalk and curb removal.
 3. Email to project abutter who requested the detailed plans of changes occurring at the Doughboy Triangle be included in weekly Construction Advisories to explain that is not the purpose of the advisories; provided a copy of the official Landscape and Lighting Plans for Hayden Rowe to Ash St.
 4. Phone call from landlord at 97 Main to report that the Hamilton Hair Salon is concerned that the width of the 3 parking spaces in front of the building are too narrow. Return call was made to the landlord and to the owner of the salon; an onsite visit to the salon was made to look at spaces and take photos.
 5. Email from Ward's Barbershop to report that the recently poured sidewalk in front of the building was walked on even though the area was taped off; footprints visible; MassDOT contacted and will repair and/or replace if necessary.
 6. Property owner at 77 Main has concerns about the stop sign and ramp/sidewalk at the property. Onsite meeting with MassDOT, property owner and Nicole Bratsos to discuss issues.
 7. Email to Hopkinton Public Schools to advise of upcoming full depth reconstruction work from the Muffin House to Ray Street - and detour times - referred to Sgt. Brennan for questions.
 8. Email from resident on Marshall Ave. to report closure of eastbound lane on Main St and Pleasant St. prior to 9am. Resident was notified by email that the detour was noticed by HPD and the road was opened for bus pickup. Resident responded that she was unaware she could reach out directly to HPD but would do so in the future .

9. Email from resident on Marshall Ave. to share concerns regarding the planned extended hours/detour for upcoming full depth excavation work. Coordinated with HPD to provide a response; goal is to reduce overall time for full depth excavation.
10. Email from resident to ask for assistance regarding rejection of claim by MassDOT for tire damage that occurred along Main Street; claims road was too narrow. Reached out to MassDOT who denied the claim and advised that the damage did occur within the project limits.
11. Email from resident holding a plant sale to ask who is in charge of CVS corner and getting permission to place a sign in the mulch near the intersection. Will reach out to MassDOT and advised the resident to ask CVS if they are willing to allow the sign.
12. Email from resident to ask when the wall work and fence repair work will take place on his property; advised that MassDOT is attempting to push the contractor to begin this work - will reach out again to MassDOT for update.
13. Onsite meeting held with property owner of 30-36 Main to review upcoming sidewalk work.

Miscellaneous

- The Project website will continue to be updated throughout the Project. Visit the website to sign up for Project Updates. A QR Code has been developed for quick access.
- Project photos and drone coverage of the 135/85 reconstruction have been added to the website <https://hopkintonmainstreet.com/construction-photos.htm>

2023 ATM Actions Taken

ARTICLE #	PASS/FAIL	ACTION TAKEN
1	PASS	ACTION
2	PASS	ACTION
3	PASS	ACTION
4	PASS	ACTION
5	PASS	ACTION
6	PASS	ACTION
7	PASS	ACTION
8	PASS	ACTION
9	PASS	ACTION
10	PASS	ACTION
11	PASS	ACTION
12	PASS	ACTION
13	PASS	ACTION
14	PASS	ACTION
15	PASS	ACTION
16	PASS	ACTION
17	PASS	ACTION
18	PASS	ACTION
19	PASS	ACTION
20	PASS	ACTION
21	PASS	ACTION
22	PASS	ACTION
23	PASS	ACTION
24	PASS (ALL MOTIONS)	MOTION 1: ACTION; MOTION 2: ACTION; MOTION 3: NO ACTION
25	PASS	ACTION
26	PASS	ACTION
27	PASS	ACTION
28	FAIL	ACTION
29	FAIL	ACTION
30	PASS	ACTION
31	PASS	ACTION
32	FAIL	ACTION
33	FAIL	ACTION
34	FAIL	ACTION
35	PASS	ACTION
36	PASS	ACTION
37	PASS	ACTION
38	PASS	ACTION
39	PASS	ACTION
40	PASS	ACTION
41	PASS	ACTION
42	PASS	ACTION
43	PASS	ACTION
44	PASS	ACTION
45	PASS	ACTION
46	PASS	ACTION
47	PASS	ACTION
48	PASS	ACTION

SPECIMEN BALLOT

Penalty for willfully defacing, tearing down, removing or destroying a list of candidates or specimen ballot.

FINE NOT TO EXCEED ONE HUNDRED DOLLARS.



**OFFICIAL BALLOT
ANNUAL TOWN ELECTION
HOPKINTON, MASSACHUSETTS
MAY 15, 2023**

Carol B. Deegan
TOWN CLERK

INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ●
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name and address on the line provided and completely fill in the OVAL.

<p>SELECT BOARD For three years Vote for ONE</p> <p>AMY BURNS RITTERBUSCH Candidate for Re-election 54 Grove Street Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>COMMISSIONERS OF TRUST FUNDS For three years Vote for ONE</p> <p>MARY E. DUGGAN Candidate for Re-election 38 Phoebe Road Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>PLANNING BOARD For five years Vote for TWO</p> <p>MICHAEL JAMES KING Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>MATTHEW WRONKA Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>
<p>BOARD OF ASSESSORS For three years Vote for ONE</p> <p>ADAM R. MUNROE 20 Holt Street Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>CONSTABLE For three years Vote for ONE</p> <p>JOHN DAVID CARDILLO 64 Winter Street Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>PLANNING BOARD For three years Vote for ONE</p> <p>VIKASITH BABU PRATTY 33 Hayward Street Nomination Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>
<p>BOARD OF HEALTH For three years Vote for ONE</p> <p>NASIBA AZRA MANNAN 274 Ash Street Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>HOUSING AUTHORITY For one year Vote for ONE</p> <p>ILANA A. CASSIDY 19 Eastview Road Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>PLANNING BOARD For two years Vote for ONE</p> <p>NAVDEEP S. ARORA 7 Walnut Way Nomination Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>
<p>BOARD OF LIBRARY TRUSTEES For three years Vote for TWO</p> <p>JESSICA MICHELLE McCAFFREY Candidate for Re-election 187 Lumber Street Nomination Papers <input type="radio"/></p> <p>CARY WARREN CARTER Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>COMMISSIONERS OF PARKS AND RECREATION For three years Vote for TWO</p> <p>LAURA W. HANSON Candidate for Re-election 19 North Mill Street Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>RAVI SHANKAR DASARI Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>	<p>SCHOOL COMMITTEE For three years Vote for TWO</p> <p>ASHLEY A. FOGG Nomination Papers <input type="radio"/></p> <p>ADAM R. MUNROE Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>SUSAN MARIE STEPHENSON Dem. Caucus Nominee, Nom. Papers <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p> <p>(Write-in) <input type="radio"/></p>

VOTE BOTH SIDES OF BALLOT

SPECIMEN BALLOT

Penalty for willfully defacing, tearing down, removing or destroying a list of candidates or specimen ballot.

FINE NOT TO EXCEED ONE HUNDRED DOLLARS.

BALLOT QUESTIONS

QUESTION 1

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 pay for the design, engineering, permitting, and construction of a new sidewalk on Chestnut St. from Wild Road to Smith Road, including any and all costs, fees, and expenses related to the same?

YES

NO

QUESTION 2

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 pay for the design, engineering, permitting, and construction of a new sidewalk between EMC Park and Fitch Avenue, connecting to Blueberry Lane, including any and all costs, fees, and expenses related to the same?

YES

NO

QUESTION 3

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 pay for the architectural and engineering design for Fire Station 2, including any and all costs, fees, and expenses related to the same?

YES

NO

QUESTION 4

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 pay for the Hopkinton Public School HVAC renewal work including any and all costs, fees, and expenses related to the same?

YES

NO

QUESTION 5

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 pay for the Hopkins School Addition project including any and all costs, fees, and expenses related to the same?

YES

NO

QUESTION 6

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 pay for the reconstruction and paving of Pratt Way and the roadways within Evergreen and Mount Auburn Cemeteries including any and all costs, fees, and expenses related to the same?

YES

NO

VOTE BOTH SIDES OF BALLOT

SELECT BOARD LIAISON LIST FY 2023	Select Board Members					Norman	Elaine
	Amy	Mary Jo	Irfan	Muriel	Shahidul		
FINANCE							
Appropriation Committee					X	X	
Board of Assessors		X					
Town Manager's Budget Advisory Team					X		
Capital Improvement Committee						X	
Cable Advisory Committee						X	
PUBLIC SAFETY							
Animal Control							X
Fire Department	X						
Police Department	X						
PERMITTING							
Board of Appeals				X			
Conservation Commission			X				
Planning Board				X			
Board of Health					X		
Permanent Building Committee			X				
EDUCATION							
School Committee					X		
Regional Voc. Tech School Committee				X			
PUBLIC SERVICES							
Cemetery Commission		X					
Commission on Disability	X						
HUMAN SERVICES							
Town Clerk's Office						X	
Personnel Committee						X	
Council on Aging				X			
MetroWest Veterans Service District					X	X	
ADA Oversight Committee	X						
Veterans Celebration Committee				X			
Tax Relief Committee		X					

SELECT BOARD LIAISON LIST FY 2023	Select Board Members					Norman	Elaine
	Amy	Mary Jo	Irfan	Muriel	Shahidul		
CULTURAL/RECREATIONAL							
Hopkinton Cultural Council			X				
Marathon Committee		X					
Marathon Fund Committee					X		
Public Library					X		
Parks & Recreation Commission					X		
Youth Commission				X			
Community Preservation Committee				X			
HISTORIC PRESERVATION							
Woodville Historic District Commission	X						
Hopkinton Historic District Commission	X						
Historical Commission		X					
OTHER							
Sustainable Green Committee		X					
Trail Coordination and Management Committee				X			
Commissioners of Trust Funds						X	
Lake Maspenock Dam Advisory Group						X	
Fruit Street						X	
Hopkinton Schools Athletic Field Subcommittee			X				
Boston Athletic Association			X				
APPOINTED BOARD/COMMITTEE MEMBERSHIPS							
Elementary School Building Committee (Life of the Project)					X		
Irvine-Todaro Properties Advisory Group (Life of the Project)			X				
Pratt Farm Master Plan Team (Life of the Project)		X					
Upper Charles Trail Committee (3-year term expiring 6/30/25)			X				
Open Space Preservation Commission (5-year term expiring 6/30/26)			X				
Affordable Housing Trust Fund Board (2-year term expiring 6/30/24)			X				
Metropolitan Area Planning Council Representative, Select Board member (Town Manager Appointment)	X						X
MetroWest Regional Transit Authority (1-year term)		X					

	Select Board Members							
SELECT BOARD LIAISON LIST FY 2023	Amy	Mary Jo	Irfan	Muriel	Shahidul	Norman	Elaine	
Number of X's:	7	8	9	8	9	9	2	

Pending Select Board Member Future Agenda Items

February 15, 2023

Items are listed in the order they were identified. Items identified and already discussed at meetings are not included on this list.

1. Social Justice issues - Nasrullah (8/4/20)
2. Master Plan action plan/implementation plan items for Select Board - Ritterbusch (12/1/20) (12/15/20)
3. Examination into municipal cable - Nasrullah (9/7/21)
4. The role of the Select Board in the trails/Upper Charles Trail process and what are the next steps for the Board - Kramer (1/25/22)
5. Consider support for Senate and House bills regarding a temporary moratorium on construction of new jails and prisons in Massachusetts - Kramer (1/25/22)
6. Affordable housing updates - Mannan (5/17/22)
7. Economic Development position - Mannan (5/17/22)
8. West Main St. left turns, Cumberland Farms area - Kramer (5/17/22, 10/18/22)
9. Cemetery Commission Rate Changes - Ritterbusch (6/21/22)
10. Parks & Rec. future plans - Mannan (7/12/22)
11. Status and plans for roads & sidewalks; pavement management plan - Mannan (8/2/22)
12. Board & Committee appointments - fostering volunteerism, outreach, and appreciation - Kramer (9/13/22)
13. Discuss ways to keep seniors in their homes - LaFreniere (10/18/22)
14. Policy on redaction of public survey comments - Ritterbusch (11/1/22)
15. Communications plan for the MWRA connection project - Kramer (11/15/22)
16. Ways to support boards/committees & their Chairs, including reviewing committee Charge, and asking how things are going - Kramer (12/6/22)
17. Discuss volunteer appreciation - Kramer (12/20/22); Mannan (2/14/22)
18. Boston Marathon Ashland Recognition - Ritterbusch (2/14/22)
19. Center School and Elmwood School - 2/14/22



TOWN OF HOPKINTON

BOARD OF APPEALS

Select Board

Town Hall
18 Main Street - 3rd Floor
Hopkinton, MA 01748
508-497-9745
www.hopkintonma.gov

HOPKINTON TOWN CLERK
2023 APR 27 AM 9:49

John Coutinho, Chair & Clerk
Michael Riley, Vice Chair

zba@hopkintonma.gov

#23-018

April 27, 2023

NOTICE OF DECISION

Notice is hereby given that the Board of Appeals of the Town of Hopkinton, MA, on April 27, 2023, filed the following Decision in the Office of the Town Clerk:

- A Decision granting a Special Permit to Maria Pereira, 15 East Street, Hopkinton, MA, pursuant to Sections 210-119 of the Zoning Bylaw to install an above ground swimming pool at **15 East Street, Hopkinton, MA**, that does not conform to the side yard width requirement.

A copy of the Decision may be obtained at the Office of the Town Clerk or the Department of Land Use, Planning & Permitting at the Town Hall, 18 Main Street, Hopkinton, MA. Appeals of the Decision, if any, shall be made pursuant to M.G.L. Chapter 40A, Section 17, and shall be filed within twenty (20) days after the date of filing of the Decision with the Office of the Town Clerk.

HOPKINTON BOARD OF APPEALS
John Coutinho, Chair & Clerk



TOWN OF HOPKINTON
BOARD OF APPEALS

Select Board

Town Hall
18 Main Street - 3rd Floor
Hopkinton, MA 01748
508-497-9745
www.hopkintonma.gov

HOPKINTON TOWN CLERK
2023 APR 27 AM 9:48

John Coutinho, Chair & Clerk
Michael Riley, Vice Chair

zba@hopkintonma.gov

#23-017

April 27, 2023

NOTICE OF DECISION

Notice is hereby given that the Board of Appeals of the Town of Hopkinton, MA, on April 27, 2023, filed the following Decision in the Office of the Town Clerk:

- A Decision granting a Special Permit to Steven and Callie Halstead, 32 Ash Street, Hopkinton, MA, pursuant to Section 210-128A of the Zoning Bylaw to construct a porch addition to a nonconforming single family dwelling located at **32 Ash Street, Hopkinton, MA**, that does not meet the street line setback requirements.

A copy of the Decision may be obtained at the Office of the Town Clerk or the Department of Land Use, Planning & Permitting at the Town Hall, 18 Main Street, Hopkinton, MA. Appeals of the Decision, if any, shall be made pursuant to M.G.L. Chapter 40A, Section 17, and shall be filed within twenty (20) days after the date of filing of the Decision with the Office of the Town Clerk.

HOPKINTON BOARD OF APPEALS
John Coutinho, Chair & Clerk



Elaine Lazarus <elainel@hopkintonma.gov>

Hopkinton PRIDE Parade

1 message

'Alyndra Canty' via Select Board Office <selectboard@hopkintonma.gov>

Wed, May 3, 2023 at 11:13 AM

Reply-To: Alyndra Canty <mecca2015@yahoo.com>

To: "selectboard@hopkintonma.gov" <selectboard@hopkintonma.gov>

Dear Select Board,

My name is Lynn Canty, and I am contacting you on behalf of the Hopkinton Freedom Team. In collaboration with Hopkinton's Youth and Family Services and The Hopkinton Center for the Arts, we are proud to be hosting **Hopkinton's 3rd Annual LGBTQIA+ Pride Parade on Sunday June 11th**. The Parade will commence at **1:00pm** at the Hopkinton Center For the Arts (HCA). HFT will lead the parade down from the HCA to the fork in the road going north on Grove Street, then right heading east on Pleasant Street, and another right on Hayden Rowe heading south, to return to the HCA. From 2:00 - 4:00pm there will be a post-Parade celebration at the Hopkinton Center For the Arts.

We would like to invite you all to walk in the Parade (route listed above).

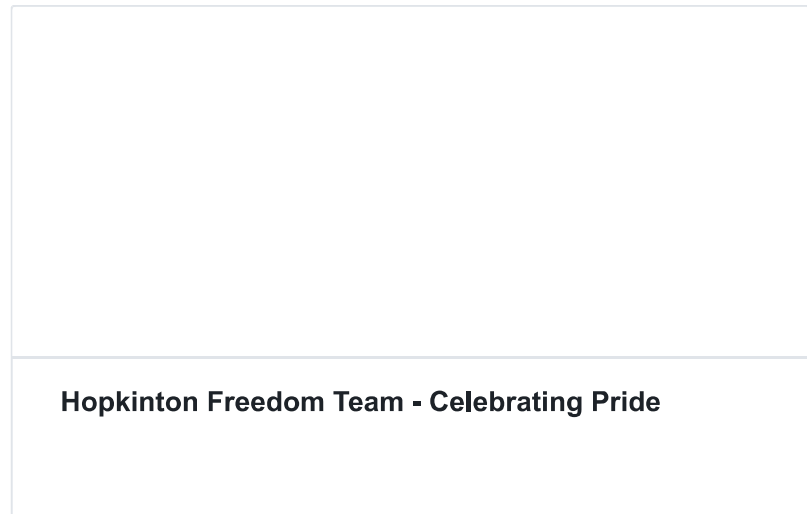
All walkers would need to arrive and gather at the Hopkinton Center For the Arts starting at 12:30pm. Walkers will then have 30 minutes to check in, get ready with their group, and line up in the Parade order. At 1:00pm we will lead the Parade down from the HCA to the fork in the road going north on Grove Street, then right heading east on Pleasant Street, and another right on Hayden Rowe heading south, to return to the HCA. Once the parade is completed, we will gather at the HCA for our post-Parade celebration.

If your organization is interested in participating, could the lead representative from your group please complete the registration form. We would need to know the name and contact details of your group leader as well as the number of people walking with your group.

Registration Form: [2023 PRIDE Registration Form](#)

If you are having difficulty with the registration form, you can alternatively email the Pride Parade lead organizer Cathleen Dinsmore (csdinsmore@gmail.com) with your group information to register.

Follow this link [PRIDE Parade Information and Details](#) to find Frequently Asked Questions (FAQ) but if anything is unclear please feel free to contact us with any questions.



Hopkinton Freedom Team - Celebrating Pride

5/3/23, 3:39 PM

Town of Hopkinton, MA Mail - Hopkinton PRIDE Parade

HOPKINTON'S 3RD ANNUAL PRIDE PARADE & CELEBRATION
ON SUNDAY, JUNE 11, 2023 FROM 1:00 P.M. TO 4:00 P.M.



Thank you so much and we hope to see you at the Parade!

Lynn Canty,

On behalf of Hopkinton Freedom Team's Pride Parade Planning Committee