

**Town of Hamilton  
Community Preservation Committee  
May 12, 2011 Minutes**

**Attendees**

The meeting was held in the Memorial Room of Town Hall with the following Committee members in attendance: Tom Catalano, Ray Whipple, Ed Howard, Leigh Keyser, Jay Butler, Peter Dana and Peter Britton. Christine Berry as CPC Coordinator was also present. With a quorum present the meeting was called to order at 7:30pm

**Town Meeting Voter Forum Update**

Tom Catalano gave an update of the Town Meeting Voter Forum, which he reported went very well. Tom also reported that an anonymous donor came forward to offer to pay for the wheel restoration for the Patton Park cannons. Tom moved that the CPC accept the donation to the Patton Park Wheel project. The vote was unanimous. This project will be removed from the FY12 CPA budget.

**Essex County Map Update**

Christine reported that we now have two quotes to restore the Essex County Map; one from Brown's River for \$10,925 and one from Northeast Document Conservation Center (NEDCC) for \$3,500. Both scopes of work include some different restoration work, and the Brown's River quote includes a frame. NEDCC will be suitable for hanging but will not include a frame. NEDCC also will not fill the holes and won't adjust the colors. It will be encapsulated and protected to some degree. Brown's River has done all of the work that Jane Wetson has contracted for in the past. The CPC decided that they would keep the CPA warrant article as it is, and leave the decision to Michael Lombardo and Jane Wetson. The CPC felt concerned that if the map wasn't framed, it would inevitably be impacted by too much handling.

**American Legion Update**

Christine provided a copy of the deed for the property from the Town of Hamilton to the American Legion. The deed states that the Town retained the right of first refusal to acquire the building back from the Legion for \$5,000.00 with a 120 day notice.

Christine also reported that the American Legion has now secured three bids. Peter Dana asked whether the bids were run by the building inspector. Christine hadn't run the bids by the Building Inspector but she did go through them with Deb Paskowski, the Building Department Coordinator. Tom expressed concern that the bids do not describe a scope of work. There is no description on the type of pumps and controls, for example. It is also unclear as to whether the bids are going to get the job completed. There are also inconsistencies in the bids. One bid doesn't include a ventilator, for example. Peter Britton inquired as whether anyone knew any of the contractors. The CPC agree the bids need to be clarified. Ray Whipple asked whether the American Legion ever responded as to whether they could qualify for a

rebate. Christine reported that they hadn't. Tom said that the Munchkin and Buderer boilers would qualify for rebates, but that it is unknown as to whether a private entity would qualify for rebates. The bids also aren't clear on the electrical service work. Tom asked how we provide some fiduciary responsibility on this project. The building inspector would approve the work. They need to create one set of specifications that they can bid on. Jay Butler noted that the project request was originally \$150,000 and that it was reduced to \$50,000. It is still unclear how they are going to come up with the remainder to do the project. Tom suggested that Tony come back with a more clear definition of the work. Peter Dana stated that we need to say to them that they need to work through the details. Tom agreed, and said that we should not change the warrant amount, but work with Tony to be clear on the project.

### **Annual Town Meeting Presentation Discussion**

The CPC reviewed the latest draft of the Annual Town Meeting powerpoint presentation. Tom stated that it is always good to reinforce the good CPA has done for the community. The CPC asked for an additional slide showing what is in the CPA reserves. Jay suggested more information on the American Legion about all the good they do for the Town and the available access to the building. If there are questions that come up about the Municipal Affordable Housing Trust, Tom will invite Fred Mills up to answer questions. It is an innovative program. The CPA funding will put into action a program that was enacted at the last Special Town Meeting. If the MAHT is successful with these funds, they might come back for additional funds. Peter Britton noted that there are other funding sources for the MAHT. In theory we should be spending roughly \$50,000 a year on community housing. Ed Howard asked whether we should call out the recreation criteria separately from the open space criteria.

### **Old Library Window Replacement – Close-Out**

Christine recommended that the Old Library window replacement project be closed out. The windows no longer need to be restored because they were replaced using the ESCO funds in the Fall. John Tomasz has signed the CPA project close out funds. The funds for this project, in the amount of \$7,500.00, will be returned to the historic preservation reserve fund.

### **Meeting Adjournment**

At approximately 8:30pm, Tom moved that the CPC adjourn.