

**TOWN OF HAMILTON
BOARD OF SELECTMEN
AUGUST 26, 2013**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, August 26, 2013 with Marc Johnson, David Neill, and Scott Maddern present. Town Manager Michael Lombardo was also present. Jeff Hubbard and Jennifer Scuteri were absent.

Call to order

Chair Marc Johnson called the meeting to order at 7:00 p.m.

Announcements

Johnson read a number of announcements posted on the agenda.

- The Patton Park Grand Opening Celebration is Thursday Aug. 29 from 5 pm to 7 pm and includes music. Bring a picnic. Johnson thanked the Patton Park Playground steering committee Emily Sumner, William Boardman, Jennifer Daniels, and Holly Regan.
- Hamilton Public Safety Day is Saturday Sept. 21 from 10 am to 2 pm.
- The Hamilton Police Department will run a Citizens' Police Academy from 6:30 pm to 9:30 pm for ten consecutive Tuesdays, Sept. 24 through Nov. 26. The course is designed to familiarize citizens with the operations and functions of the Police Dept., the Fire dept. and ECO. Applications are available at the PSB, Town Clerk's Office and downloaded from the Hamilton Police page on the www.hamiltonma.gov website.
- Patton Veterans' Project, Inc. will host a second film-making workshop for veterans at the Patton Homestead on Asbury St. on Tuesday Oct. 15 through Friday Oct. 18. For more information, go to www.pattonveteransproject.org.
- The Meals on Wheels program needs drivers. No heavy lifting, weekdays starting at 11 am for about an hour. Contact Kim at 978-335-2127 if interested.
- The following boards and committees have openings:
 - Finance and Advisory Committee (FINCOM) (1)
 - Historic District Commission (1)

- MBTA Advisory Board Representative (1)
- Planning Board (2 alternates)
- ZBA (1 alternate)

Public Comment

Betty Gray of 24 Lee Park reported that she had attended the first Hamilton Police Academy and recommended it to fellow residents as a “wonderful experience.”

David Neill said thanks and a letter of thanks was sent to Hamilton Gardens for allowing town parking at that business site while the Town Hall parking area was paved.

Town Manager’s report

Town Manager Michael Lombardo thanked Hamilton’s Financial Office for insurance savings achieved. Lombardo also thanked Hamilton’s DPW for completing the public paving at the Town Hall and Winthrop School. Collaboration with Wenham and Hamilton public works staff saved the Regional School District approximately \$30,000 over what they would have paid on their own. Lombardo met the previous week with the Collins Center consultants on the Community Innovations Challenge (CICI) grant awarded to Hamilton, Wenham and the Regional School District to explore regionalization of public works departments for the three entities. Lombardo described the meeting as “information gathering.” The next meeting is Sept. 18. Marc Johnson who also attended the meeting said staff from the Collins Center made a good presentation on the benefits. Other attendees included Wenham Town Administrator Mark Andrews, Superintendent Michael Harvey, Wenham Selectman Chairman Ken Whittaker, Wenham DPW Director Bill Tyack, Bill Dery, David Hamlin, and representatives from both towns’ FINCOMs.

Lombardo reported that the state Dept. of Environmental Protection (DEP) had a site visit in Hamilton regarding the landfill capping. The agency is likely to accept the CDM Smith design and move to discussing soils. He anticipates a conference call later in the week. The project still had projected revenues of approximately \$1-2 million. Lombardo

hopes to have actual numbers in a couple of weeks and project acceptance in September.

Selectmen reports

David Neill remarked on the number of families and children already enjoying the Patton Park Playground even though the official opening is not until Aug. 29. He thanked Myopia for completing the annual polo season. He also thanked Hamilton Gardens for sharing parking space.

Scott Maddern thanked the planners and committee members of the Pool Committee. It is time to get started. Lombardo has met with residents who want to help with a fundraising campaign. He has gathered a recommendation from the Recreation Dept. on field use at the Patton Homestead and given the input to the Planning Committee. He commented that several seniors have requested some kind of assistance in waste pickup of heavy objects that they cannot get to the curb or to the Town Hall.

CONSENT AGENDA

Johnson read the items on the consent agenda.

- The H-W Generals Football Boosters request permission to hang a banner at the Senior Center on posts dedicated to the purpose to promote all home games; specifically Sept. 11-14, Sept. 25-28, Oct. 9-12, and Oct. 23-26.
- Appointments: Brad Tilley to the H-W Recreation Board for a vacant three-year term expiring June 30, 2016; and John W. Haas, Jr. to the Chebacco Woods Land Management Committee for a vacant three-year term expiring June 30, 2016.
- Approve the minutes from regular session on July 20, 2013

Johnson entertained a motion to approve the Consent Agenda. Neill so moved. Maddern seconded the motion. VOTE: Unanimous.

AGENDA

Senior Center Policy Review

Lombardo commented that Senior Center Director Mary Beth Lawton presented a policy at the last meeting. Since then she has clarified language and finalized details on the policy regarding food, key access, and use by town boards and committees for no fee. Johnson said that Town Counsel had read through it and entertained a motion to approve the Senior Center Policy. Maddern so moved. Neill seconded the motion. VOTE: Unanimous.

Review and discuss BOS goals from November 2012 retreat

Johnson read list of BOS goals. Johnson will send the current draft to Scuteri and Hubbard.

- Discussion ensued about updates on the Patton Homestead. Johnson said that he solicited Recreation Dept. input because of the field usage goals. He also said the zoning analyses must be reevaluated. He expects to have a topographical map by next week. There many need to be adjustments to the gift agreement. Johnson said there will be zoning meetings about Patton on Sept. 3 with the Planning Board and Sept. 4 with all Land-Use Boards
- The selectmen discussed the anaerobic digester and solar array. Maddern is helping with committee outreach. Lombardo is talking to town officials from Manchester-by-the-Sea about collaboration.
- The selectmen discussed town-owned land parcels. The lists are being revised. Johnson asked if the list had parcel description. Lombardo said they need to determine next steps, as the town has no auctioneer for the project. It is his opinion that the parcels are only of interest to abutters.
- Chapter 70 state issues. Lombardo suggested that this item might be removed from the list as it came about because of law suits. Neill agreed saying that the issue of formula for state education funds needs a legislative solution.
- Reducing costs from the operational audit. The school committee is submitting affordable budgets. Further discussion was postponed because of the absence of Jeff Hubbard.
- Capital Improvement Plan (CIP). Next step is for Michael Lombardo, who suggested brining in an intern instead of hiring a consultant firm.

- Regionalizing DPW with Community Initiative Challenge Grant. The committee met on Aug. 21 to discuss structural policies. The next meeting is at the Wenham Town Hall on Sept. 18.
- Manchester. Neill said meeting with Manchester may include making an offer. Lombardo said that the town has a new Town Administrator and he will follow up.
- Fire Regionalization. Lombardo said that this idea has been discussed in the past when Jeff Chelgren was Town Administrator in Wenham. Regionalization is a possible solution for many small towns and the state supports regionalization efforts. The issues include geography and how to stretch a combination of full time and volunteer (call) firefighters. Johnson suggested that the next step might be to explore funding with MAPC or MMA, and speak to Hamilton's legislators Brad Hill and Bruce Tarr. Lombardo said that legislative sponsorship would contribute to broader higher-level solution.
- Municipal Agreements Update. Johnson said he met with relevant boards shared in the two towns and has made a list of all agreements. Lombardo said the next step is for him and Wenham Town Administrator Mark Andrews to establish a joint committee to flesh out the details. He commented that some agreements started up to 30 years ago and need to be updated. Johnson said the library agreement is resolved for fiscal year 2014; however, he said there are still some administrative issues for the past year. Neill commented that everyone should be aware that some agreements may not need fixing.
- Outsourcing. Lombardo said that health agent and public nurse were mostly managed at the county level. These positions could become regional because of economies of scale with small towns. Johnson suggested finding out if any other towns are interested in regionalization and work on details. Neill said Hamilton already shares a Building Inspector, but he would like to see building permits stay a Hamilton process. He thought regionalization of permitting would be tricky, considering that every town has its own bylaws and zoning.
- Patton Pool. Maddern said supporters and planners are seeking community support through education and public hearings.
- Artificial turf field at Regional High School. Maddern said this is related to arrangements at the Patton Homestead. Johnson said that this is a stated Recreation Dept. priority, but needs town consensus and fundraising. Lombardo

suggested engaging the Regional School District and School Committee to gain community support by reaching into the schools. Neill also suggested speaking to neighbors.

- Services to seniors. Maddern said that he will be attending a meeting of the Council of Aging.
- River Access. Lombardo said that insurance indicates that more than a path through the woods is necessary. Representatives from MIAA will be walking the area.
- Increased communication to the public. Neill said that all five selectmen should be assisting with this.
- Trash program review. Johnson said that a one-year review is due in April. Neill said that waste reduction needs some avenue for recycling Styrofoam. Lombardo said that Hiltz has no destination for recycling Styrofoam yet.
- Improved cellphone service. Although Jennifer Scuteri is lead selectmen on this, Johnson said that part of the solution is a bylaw issue. Existing bylaws don't include municipal sites for cell towers at the DPW and ECO. Neill suggested adding this to the zoning project.
- Town Manager Review. Johnson suggested asking former selectman Jeff Stinson to moderate the process by taking collected input and creating a single document.
- Town Hall improvements. Neill said that changes to the Town Hall mean expanding building size, which would most likely impact the adjacent DPW area, and open access to the second floor. Lombardo said that it is time to revisit the report created by the Boston Architectural College a few years ago. At that time, the project was tabled in favor of other priorities. Maddern suggested determining the project priority after the fall town meeting. Neill suggested adding it now to the five-year plan. Lombardo defined the issues: accessibility, timing, design. Neill sees it as a phased project over 5-10 years. Johnson thought they needed to deal with the organizational issues first and recommended using the Capital Improvement Plan to set priorities. Neill said that state money is decreasing while concern for ADA compliance over access to the second floor for residents and employees is at the top of his list.
- Butterfly garden. A resident has submitted a plan to transform town-owned Cutler Park into a butterfly garden. One issue would be parking for access to the

park, which most likely might be at Town Hall since it is across the street. Neill said the plan needs to be sensitive to neighbors' concerns. He asked whether the park parcel should be sold. Lombardo said the project needs town leadership and a committee.

At 8:10 pm, Johnson observed that the discussion had gone beyond the half hour allotted to this review.

The Board set its next meeting dates as Sept. 9 for selectmen, with selectman attendance at the All-Board meeting on Sept. 4. The selectmen will also meet on Sept. 23 following a Patton Pool presentation at 6:30 pm.

NEW BUSINESS

None

Johnson entertained a motion 8:30 p.m. to adjourn the meeting. Maddern so moved. David Neill seconded the motion. VOTE: Unanimous.

Respectfully submitted by Lucy Frederiksen, Acting Minutes Secretary

ATTEST:



Clerk

