

**TOWN OF HAMILTON
BOARD OF SELECTMEN
SEPTEMBER 8, 2014**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, September 8, 2014 with Scott Maddern, David Neill, Marc Johnson, Jeff Hubbard, and Jennifer Scuteri present. Town Manager Michael Lombardo, DPW Director Bill Redford, Board of Health members Susan Wilfahrt and Karen Zagorski also present.

Call to order

Scott Maddern called the meeting to order at 7:00 p.m.

Public Comment

Peter Britton, 466 Highland Street, questioned process for Patton Homestead gift agreement where there was an amendment to move the proposed location for new housing on the site and if a Town Meeting vote was required for matters of Town owned land. He also asked if the lease agreement (specified in the Patton Homestead gift agreement) between the Town and Gordon College had been signed and if so, what is the amount of the lease. Town Manager Michael Lombardo agreed to follow up with Britton tomorrow.

Town Manager's report

Town Manager Michael Lombardo reported on finalist for part time energy manager position that is being funded by a joint grant with Wenham. This person will manage green initiatives including street light conversion to LEDs, potentially manage solar project at the landfill, and identify future projects (i.e., DOR solarizing project at the local level).

The Town is working on recruitments: CPC Coordinator Christine Berry is leaving her position and conversation is on modifying the role to include support for the Affordable Housing Trust, finalists are being selected for Director of Planning and second interviews are being scheduled, job description for the Finance Director is being revamped and salary is being considered relative to caliber of candidates (Finance Director Deborah Nippes-Mena has agreed to stay until January to assist Hamilton with wage and classification study as well as budget process), and a finalist was selected for part time Information Specialist position with person expected to be hired and on board in next four to six weeks.

The Marsh Rats gun club was displaced when the landfill capping occurred and discussion is on whether or not the club could reoccupy its spot at the landfill site. The club is analyzing if it can construct a plan that meets all of the safety requirements and if so, a post-closure permit application will be filed with DEP to determine if this is an appropriate use. A site walk is occurring tomorrow.

Public Comment, continued

Ed Howard spoke to Mrs. Berry retiring from the position and suggested adding hours when filling the position to service the Historic District Commission. Lombardo concurred with the suggestion.

Chairman/Selectmen reports

Jeff Hubbard opined about recent Planning Board meeting that addressed Patton estate housing proposal relative to pre-application conference not being held and how co-applicant withdrew application because process wasn't followed. He suggested HWCAM video of meeting could be useful for residents to watch. Also, that the downtown merchants Fall Festival scheduled for September 20 from 9 a.m. to 4 p.m. is looking for more vendors. Jennifer Scuteri spoke to advantages of SMART goal process especially relative to the cell tower bylaw, and noted that low income families and seniors can qualify for relief from CPA surcharge (exemption is processed through Assessors office). David Neill mentioned how his Kentucky relatives were impressed by the old buildings in Hamilton and the open space. Marc Johnson noted that Planning Board was doing a good job with its multiple projects and recommended that representatives from Town boards and committees attend the pre-application meeting on Thursday night for Patton estate housing project. Scott Maddern referred to three year financial forecast by FinCom, how actual budget from prior years will be analyzed especially regarding trending with CIP expense information included that will be shared with Wenham and HW School Committee. Also, that there has been unanimous support for turf field study across both communities' municipal, recreation and school organizations.

CONSENT AGENDA

Maddern read items on Consent Agenda.

- **One Day Liquor License** – Depot Liquors of Beverly for an event on Sunday, September 14, 2014 at the Myopia polo field.

- Permission to hang **LWV sign** on the tennis court fence reminding people to vote tomorrow September 9, 2014 for Primary Day and from October 21 through Election Day on November 4, 2014.
- **Approve Minutes** – August 25, 2014 Regular Session

Maddern entertained a motion to accept the Consent Agenda as read. Johnson so moved. Scuteri seconded the motion. VOTE: Unanimous.

AGENDA

Board of Health representatives to present to the Selectmen a proposed Town by-law change to prohibit plastic shopping bags and Styrofoam food/beverage containers in the commerce stream of the Town

Susan Wilfahrt, Lincoln Avenue, described the Board of Health's proposed by-law change to ban commercial use of plastic bags and Styrofoam in Town due to the detrimental effect micro plastics have on the environment especially the ocean. The BOH is proposing that a warrant article on the matter be presented at Town Meeting to allow voters to weigh in. A ban of plastic shopping bags has occurred in Manchester, Marblehead, and California. The BOH will be holding a hearing on the proposal at its next meeting on Wednesday, September 17.

Discussion ensued with Selectmen about whether or not Styrofoam could be recycled which is not currently allowed in Hamilton. Hubbard referred to research he had done on recycling/associated science relative to environmental footprint where he'd seen mixed results although he stated that using any disposal products is bad. He opined that plastic bags could be recycled at Crosby's Marketplace and suggested inquiry could be done with the Town's trash hauler about whether or not plastic bags could be included in single stream curbside recycling. The Board suggested that educating the public on the banning proposal would be essential, especially because there was sentiment expressed that the public could resist the change. Selectmen recommended the BOH do a presentation at STM on October 6 to raise awareness. The BOH is targeting ATM in April to move this proposal to a warrant article for the voters. Gretel Clark stated her support for the proposed by-law change. In response to Selectman Hubbard's comments, Gretel Clark said that the only way to recycle white Styrofoam as a homeowner is to store it in your garage when a neighboring town has a Refoamit event. When it is burned it is one of the worst causes of greenhouse gases. Also,

greenhouse gases are created to make plastic for bags and it is one of the major sources. She said there is not a mixed conclusion about plastics and describes effect on world's oceans and says that plastics are forever. Also, that only 8% of plastic bags get recycled. Clark describes how plastic bags gum up machinery at transfer stations and recycling centers and that Hiltz will never pick them up. Also, that special plants that use recycled bags are used to manufacture decking material. Ed Howard acknowledged the intent and opined that this could be an endorsement of the paper industry.

Bill Redford, DPW Director will update the Board on **Water issues** including Supply and Treatment, Distribution Systems, Upcoming Projects and recent discoloration issues

Bill Redford spoke to the Town's unbalanced water distribution system weighted in the southern portion of Hamilton. He recommended that a model of the system could be done to understand if a storage tank should be moved to better serve the community and to develop a long range plan relative to development. He acknowledged the four key Water Department employees: David Dolan, Jeff Mastretta, Gail Hannible and Buster Allen. He noted that the Town receives its water supply from a series of gravel packed wells in the Ipswich River watershed which has a limited supply. Hamilton has enough supply under the DEP's water registration and residents use below 65 gallons per person per day and residents conserve water during the summer month's relative to the Town's seasonal cap. The Town is looking at other sources for water supply.

In addition, the Town's beta water treatment plant from 2000, that was theoretically tested, functions well to provide a safe water supply but it is not state-of-the-art. The plant was upgraded in 2007 with filter media and chemicals to address pH, iron and manganese. The Town produces water faster than it is used. There are many types of pipe used throughout the distribution system based on fire flow pressure not domestic use. The Town maintains water mains in the streets, bleeder valves, and meter readers.

Issues being addressed by the Town include state trying to introduce SWMI regulation and cut 2005 usage by a percentage although current registration permitting should remain the same for next few years, coagulation and sludge is difficult to clean out of treatment plant's settling basin, some filtration is being lost in treatment process, underground storage tank at Brown's hill is concrete but should be inspected for corrosion.

Recommendations include adding staff to the water treatment plant (primary and back up plant operators) to reduce overtime costs, creating a model of system as a working tool to understand how to provide water pressure at the outer range and to cut down water flow. A peer review is being investigated on the plant and operation which will be funded in this year's budget. In addition, analysis is being done on if filtration media type should be changed. Another consideration is raising the water rates to offset cost of water system improvements.

Redford is addressing the recent significant water discoloration issue, that was caused by the maintenance company that flushes the HWRHS sprinkler system and the Town's DPW was not notified for the third year, to ensure this will not reoccur. Discussion ensued about how discolored water is potable although it can stain clothes washed in it. The sprinkler company is proposing to do a fire flow test at Myopia. The discoloration has been resolved. Discussion was on deposits that homeowners are experiencing on their drinking glasses from the Town's water coming from School Street well station that doesn't have as much of a pH adjustment, or filtration at the plant, although it is disinfected.

The Town is working with Manchester to investigate possibility of connecting to that municipality's water system and potentially obtaining a portion of water from that community. Although that town and DEP cannot find that community's safe yield document necessary to determine if there would be enough water to serve Hamilton. Resident Heather Ford mentioned how Manchester was unreceptive to being approached for water by Hamilton 15 years ago.

Discussion reiterated how water supply will remain a challenge to any community and the Town needs to look beyond the Ipswich River watershed. In response to Duke Seaver, Essex Street, Redford suggested that there should be no restriction on building permits based on water supply. Discussion addressed how Hamilton draws water out of Idlewild Brook sub basin. Restrictions from the state through the permitting process are based on a set formula that does not take into account that Hamilton discharges 95% of its water back into the aquifer. The \$5 million that was appropriated by Town Meeting for water infrastructure improvements is one-third of the work that needs to be done to replace 60-year-old piping (as well as bleeder valves) with more ecological and stronger piping. Ed Howard referred Redford to water studies done by the Town in the 1970s and 1980s and suggested the Town hire a sanitary civil engineer as a consultant.

Discuss Town Manager Goals

Discussion addressed topics including cell tower and community communication mechanisms and how the Board would measure the Town Manager based on milestones related to SMART goals. Hubbard opined about whether or not the pool should be ranked as the second priority for the Town Manager, and suggested that a few goals and related measurement should be used for the review process beyond expected daily tasks.

Discussion was on Patton housing as a goal to generate revenue, if milestones could be defined related to supporting Planning Board's application process and how Town Manager can participate to achieve the goal such as providing information to that board so it can move forward on its own schedule and that he could either attend some of the Planning Board meetings or ensure Town Counsel attends. Discussion ensued about how this goal takes the Town Manager's time to keep the project moving forward (i.e., definition of lot line, or use of road that wraps around Town well), requires an update at Town Meeting although this is a goal that the Planning Board process drives. Lombardo weighed in suggesting that he should be measured on how the goal is accomplished not how and who he uses to get there. He summarized that the Patton housing process would be followed through judiciously with no unnecessary delays to a proper conclusion working with Planning Board. Also addressed was cell tower where the Board comments had previously been provided to the Chair to define a SMART goal.

Discussion was on pool project and importance of a community presentation in January that outlines benefits, cost, and opportunities as well as a concept presentation at ATM with a not to exceed number to reach a decision on the project from both supporting towns. There is an ad hoc pool working group so level of responsibility for the Town Manager becomes an issue if he is not controlling or managing goal. Discussion addressed how managing a process could be an objective not a goal such as Lombardo working with the pool working group to get a pool article on ATM warrant (including defined commitment or not from Wenham and requisite committees).

Hubbard suggested that the Town Manager could be measured on implementing and carrying out CIP. He added that goals should be defined with steps relative to milestones and these should not include general work requirement/expected tasks of the Town Manager's position such as replacing the Finance Director. Neill spoke to pool working group tasked with making progress to get Wenham on board with pool project and suggested it was premature to have Lombardo measured on this project until the working group passes off what it has done to the Town Manager. Maddern referenced need for Town Manager as well as Recreation Director to work on community outreach

and communication, financing to get a proposal before the Town and to get a pool vote at ATM. Board agreed that discussion should continue on practical goals that are 100% within Town Manager's control.

Discuss community communications

Lombardo summarized how the Town approved \$12,000 at Town Meeting to hire a part time Information Specialist to interact with public and communicate information working on a weekly basis with department heads, boards and committees to identify key initiatives. The person will be responsible for overhauling the Town's website with dynamic content, using blogs and social media as well as writing more extensive articles to engage the public. Discussion ensued about how a newsy bulletin is also being considered.

Set date for next Board of Selectmen meeting

The next Board of Selectmen's meetings will be held on September 15 and 29 as well as October 14, 20, and 22. Lombardo noted that he would be at a conference during the September 15 meeting that would be run by Police Chief Russell Stevens and Finance Director Deborah Nippes-Mena.

NEW BUSINESS

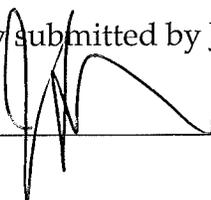
Consideration of topics for discussion at future Selectmen's meetings

Topics will include a proposed by-law change by the Council on Aging, AFSCME DPW and Dispatch contracts to be ratified, other items that have been prioritized by the Board at prior meetings, and conversation with local realtors for their input on the Town's housing needs and the HWRSD declining enrollment.

Maddern entertained a motion to adjourn at 9:26 p.m. Hubbard so moved. Johnson seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____



Clerk