

**TOWN OF HAMILTON
BOARD OF SELECTMEN
JUNE 1, 2015**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, June 1, 2015 with Scott Maddern, Marc Johnson, Shawn Farrell, Bill Wilson present. Town Manager Michael Lombardo and DPW Director Bill Redford also present.

Call to order

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

Public Comment

None.

Chairman/Selectmen reports

Marc Johnson noted how nice Town looked for Memorial Day and mentioned that there are more bicycles and horses on Hamilton roads at this time of year. Bill Wilson spoke to FinCom meeting regarding HW Library employee compensation grid and payroll structure which will be approved at a joint FinCom meeting tomorrow, FY'17 budget calendar, HWRSD senior prom as well as High School candlelight and graduation ceremonies, and HWRSD teacher contract ratification.

Shawn Farrell mentioned Planning Board discussion of final stages of Patton property senior housing permit, Made Pony subdivision and overview of drainage with 9 units proposed, site plan review for TM Landscaping building permit, Conservation Commission approving Patton Park parking lot design and Bridge Street culvert project, reactivating Open Space Committee and updating Master Plan, Community Preservation Committee public hearing on CPA and projects that received grants.

Maddern concurred about Memorial Day events, and thanked Greg McKenna. He acknowledged Arthur "Butch" Crosbie via citation in recognition of his community service as president of Hamilton Historical Society from 1991 to 2013, and member of Historic District Commission since 2002. He also provided an update on steps being taken to get Patton Homestead non-profit in place.

Town Manager's report

Town Manager Michael Lombardo described timing changes on Patton Park parking lot project and related \$100,000 public safety grant that has been cut by state. He is working with State Representative Brad Hill to see if any funding would still be available. The parking lot project will continue beginning after July 4th holiday. Lombardo has been meeting with new Wenham Town Administrator Peter Lombardi. He also mentioned disposition of Town clock in church steeple to Congregational Church and M.G.L. requires an RFP, review of draft cell tower RFP which should be put out to bid in two weeks, Bridge Street culvert project where road will be kept half open for traffic with project funded \$75,000 by FEMA and work will be done in late July and August. In addition, the HWRSD's lease for Winthrop School with the Town expires end of month and he recommends a small workgroup (i.e., BOS chair, FinCom chair, school liaison and Town Manager) review lease document to finalize. Lombardo is hosting an appreciation luncheon for staff on Thursday.

Department Reports – Chief Russell Stevens update on **Police Department**

Police Chief Russell Stevens gave an update on organizational structure of the police department (13 FTEs and 5 part time) and communications center (4 FTEs and 5 part time), mission statement of police department, that HPD is one of 55 fully accredited police departments in state, community partnerships including: Public Safety Day, Citizens Police Academy, Christmas Toy Drive, R.A.D. System of Self Defense, student internships, ride along, seniors, and schools, training: 40 hours minimum in-service for police and 16 hours minimum in-service for dispatchers, leadership and specialty. He also mentioned that crimes against persons is down, and there were fewer calls for service in 2014 compared to 2013. Discussion addressed interest in having a school resource officer.

CONSENT AGENDA

- Vote to adopt **mandatory water restriction imposed by DEP**, based on low flow on Ipswich River.
- **Essex County Greenbelt** seeks permission to use Town roads for an inaugural road bike event on Sunday, September 13, 2015.
- **Appointments:** Bill Burridge to the Patton Homestead Ad Hoc Committee
- **Approve Minutes:** May 18, 2015 – Regular Session.

Maddern read items and entertained a motion to approve the Consent Agenda. Wilson so moved. Johnson seconded the motion. VOTE: Unanimous.

AGENDA

- Chris La Pointe, of **Essex County Greenbelt** to present an open space/land conservation opportunity to the Board

Discussion ensued between Town officials, Chris La Pointe of ECGA, and Greg Caporossi of Trust for Public Land about a 340 acre parcel privately owned by the Donovan family in Sagamore Hill area in Hamilton with abutting remainder in Essex that is for sale for \$5.1 million relative to a land conservation opportunity. The Donovan family has a deadline of end of 2015 before the land would be developed. Discussion addressed purchase and sale agreement between Trust for Public Land for the property where 170 acres in Hamilton has a price tag of \$4.8 million. This land is in Chapter 61A and is developable. A farmer from Haverhill is currently using 50 acres of the open space for haying. Discussion addressed whether or not there would be any income from haying to apply toward property management costs.

The proposal is to potentially use CPA funds (i.e., \$2 million is possible cost portion for Hamilton), state conservation funds, along with private fundraising to purchase the property that would be owned by ECGA and managed by Greenbelt. Conservation Restrictions would be held by the respective towns with no ongoing management costs. The conserved land would be open to the public for passive recreation where appropriate. Currently the Donovan parcel for the most part is closed to the public.

Discussion was on 170 acres in Hamilton relative to Chapter 61A and the Town's right of first refusal and 120 day window to act on that right with input from multiple Town boards. Selectmen noted that this is a beautiful piece of property and expressed interest in reviewing details associated with ECGA and Trust for Public Land proposal to purchase and conserve the parcel. Multiple Hamilton boards will do a site walk on the property. La Pointe is going to meet with Community Preservation Committee on the matter in June.

- Discuss **Land Acquisition Policy**

Discussion ensued about BOS review of draft policy and interest in seeking input from other Town boards (i.e., Planning Board and CPC) and that the policy provides structure to move to Town Meeting. Discussion addressed how Ipswich has an open space committee that controls and prioritizes how to protect large properties through acquisition. Hamilton has intent with policy to develop a priority list (i.e., agreed to criteria including municipal use) for parcels that might become available for acquisition. Town officials thought August or September was a realistic timeframe to complete the

policy. Gretel Clark spoke in favor of reactivating an Open Space Committee in Town to look at how Hamilton responds when desirable properties in Town become available. Maddern reiterated importance of open space and other uses relative to land acquisition.

- Discuss Town Manager **goals**

Discussion ensued about Town Manager goals that Board thought were ready for Lombardo's input including: Patton housing development, construction of Patton Park pool, operational efficiency (i.e., three-year project to digitize Town Hall records), cell phone coverage, personal/professional/organizational integrity, job skill/knowledge, and need to hire a strong Finance Director. Board members commended Lombardo on a job well done to date in the position. The Town Manager will provide the Board with a bulleted list every one to two weeks containing a project status update to improve communication.

- Town Manager evaluation, Nov '14 – April '15

The Board agreed to moving from twice a year to a once a year evaluation for the Town Manager where Lombardo will provide monthly written updates and quarterly check-ins on project status, and the Town Manager's goals will be a living document allowing for feedback and input. This change to annual review will be included in Town Manager's extended contract as an amendment.

- **Set date of next Selectmen meeting**

The next Selectmen's meetings will be held on June 15, BOS will attend HDC meeting on June 22, and BOS meetings for summer are scheduled for July 6 and 20, August 3 and 17.

NEW BUSINESS

- **Consideration of topics for discussion at future Selectmen's meetings**

Board members will provide Maddern with input on Town Manager's goals.

EXECUTIVE SESSION

Maddern entertained a motion to enter into Executive Session, pursuant to M.G.L. c.30A, sec. 21(a)(2), to conduct a strategy session in preparation for collective bargaining

with non-union personnel and M.G.L. c. 30A, Sec. 21 (3) to discuss strategy with respect to collective bargaining with AFSCME Administrative Assistants union as an open meeting may have a detrimental effect on the bargaining position of the Town as I so declare and not to return to open session at 8:54 p.m. Johnson so moved. Farrell seconded the motion. Roll call vote: Johnson, aye, Wilson, aye, Farrell, aye, Maddern, aye.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: Shawn Farrell
Clerk

