

**TOWN OF HAMILTON
BOARD OF SELECTMEN
DECEMBER 7, 2015**

The Board of Selectmen met at Hamilton Town Hall at 7:01 p.m. on Monday, December 7, 2015 with Scott Maddern, Marc Johnson, Shawn Farrell, Jeff Hubbard (arrived at 7:15 p.m.), Bill Wilson present. Town Manager Michael Lombardo, Community Projects Coordinator Dorr Fox and Hamilton Development Corporation members: Brian Stein, president, Dave Carey, Anthony Nickas, Rick Mitchell also present.

Call to order

Scott Maddern called the meeting to order at 7:03 p.m. Many Boy Scouts were in attendance to fulfill a badge requirement.

Public Comment

Discussion ensued with Paul Driscoll about the canoe landing at the Patton estate. ECGA has been working on river walk and public works director is identifying where public access would occur at the Patton Homestead site relative to right of way. Once construction of new housing is completed there will be a public access trail to the river from the cul de sac.

Chairman/Selectmen reports

Marc Johnson spoke to Hamilton Affordable Housing Trust's consideration of working with Habitat for Humanity to convert a multi-family house to more units and funding required could be as much \$250,000.

Shawn Farrell mentioned Planning Board's continued evaluation of Canterbrook project, approval of non-conforming use for Bay Road project, Black Cow expanding into Jolie Tea space, all board meeting on December 17 on zoning by-law revisions, 650 Asbury Street senior housing project and changes to entryway, Recreation meeting on field renovation and turf field, and he thanked Town officials for new flag pole at Patton Park.

Bill Wilson described joint FinCom meeting with HWRSD and 2% guidance for 2017 budget. Also noted was that school transportation costs are expected to have 5% contract increase, staffing model, district costs including healthcare and impact of

economy. HW School Committee held a hearing on school choice which will be continued at the High School level with up to 100 students. FinCom is meeting tomorrow night and will prepare for December 17 HWRSD meeting on school costs.

Jeff Hubbard acknowledged Pearl Harbor Remembrance Day and described associated story from longtime resident and ConCom member Bob Cronin. He opined that public notice about zoning by-law changes needed clarity.

Maddern spoke to abduction in Hamilton and involvement with family and noted work done well by police chief and first responders. He noted that Patton Homestead incorporators had filed a CPA project application for homestead repairs and asked Town officials to update the incorporators about status of facility assessment grant.

Town Manager's Report

Town Manager Michael Lombardo reported on upcoming site walk with state officials on Sagamore Hill property relative to application for \$2 million in state funding for ECGA land grant. Also, that catch basin repair is occurring in Town. Conversation has occurred with owner's agent for solar field at landfill site and RFQ should be done before holidays. A meeting occurred with general contractor for the pool construction, plans are coming tomorrow and applications for building permits will be submitted. Site work could begin next week. Cell tower bids are expected in early January.

Consent Agenda

Maddern read the following items:

- Reappointment of Anthony Nickas and Brian Stein to the **Hamilton Development Corporation** with terms ending 6/30/18.
- Permission sought by the H-W Garden Club to hold an Annual Plant Sale on the front lawn of the Senior Center on Saturday May 21, 2016. The HWGC also requests permission to hang a banner promoting the event from the poles on the lawn of the Senior Center from May 15 to May 21, 2016.
- Approve Minutes: November 16, 2015 – Regular and Executive Session Minutes

Johnson moved to approve the Consent Agenda. Wilson seconded the motion. VOTE: Unanimous.

License Renewals

Liquor License Renewals:

All Alcohol Licenses for 2016

- 15 Walnut; Black Cow; Weathervane Tavern; Myopia Hunt Club; and American Legion

Farrell moved to approve the all alcohol licenses for 2016. Wilson seconded the motion. VOTE: Unanimous.

Package Store All Alcohol Licenses for 2016

- Harrigan's of Hamilton and Community Package Store

Discussion ensued about how no vendors in Hamilton have any violations for selling alcohol to minors or association with DUI as reported by state.

Johnson moved to approve the package store all alcohol licenses for 2016. Farrell seconded the motion. VOTE: Unanimous.

Package Store Malt and Wine Liquor Licenses for 2016

- Hamilton Convenience Store and Crosby's Marketplace

Wilson moved to approve the package store malt and wine liquor licenses for 2016. Johnson seconded the motion. VOTE: Unanimous.

Common Victualler License Renewals for 2016:

- 15 Walnut; American Legion; Black Cow; Daniella's Pizza; Dunkin' Donuts; Crosby's Marketplace; Cumberland Farms, Inc.; Hamilton Convenience Store; Hamilton House of Pizza; Myopia Hunt Club; Weathervane Tavern; Hamilton Wenham Community House; and Green Meadows Farm

Johnson moved to approve the common victualler license renewals for 2016. Hubbard seconded the motion. VOTE: Unanimous.

Entertainment License Renewal for 2016

- American Legion for Jukebox; and 15 Walnut for live entertainment

Farrell moved to approve the entertainment license renewal for 2016. Hubbard seconded the motion. VOTE: Unanimous.

Amusement License Renewal for 2016

- American Legion for video games

Wilson moved to approve the amusement license renewal for 2016. Johnson seconded the motion. VOTE: Unanimous.

Class II License Renewals for 2016

- Hamilton Enterprises; A&M Motors; and KJ Motors, LLC

Farrell moved to approve the Class II license renewals for 2016. Johnson seconded the motion. VOTE: Unanimous.

Agenda

- Urban Land Institute update by Brian Stein, HDC

Brian Stein gave an update on analysis by ULI and potential for development downtown relative to cost/benefit, maximum development with existing by-laws and potential for mixed use by-law with and without a wastewater treatment system. ULI analyzed information provided by the Town including from previous studies and toured the Town with HDC, conducted interviews with stakeholders in Hamilton (i.e., Town officials, residents, and business owners), a panel met at the HW Library and presented their findings and recommendations.

ULI's major findings were concern about growth without changing character of Town, shrinking population including fewer children, lack of clear vision, lack of rental housing and variety of housing options, lack of visual connection between Patton Park and rest of downtown, train tracks bisect downtown and there is not a lot of green space to draw people to walk downtown. Recommendation was for aesthetic improvements including better lighting, sidewalks, and trees. Also, that a business left Town due to lack of septic capacity. Positives for the downtown is the MBTA station, village feel, different architectural styles, Patton Park, and Pingree Park in Wenham. It was noted that the mixed-use by-law was approved at fall Town Meeting and design guidelines have been established.

Discussion was on how the Town should brand the community to identify it as a destination based on what it has to offer, and determine what aspects would bring people to Town done in conjunction with the business owners. It was reiterated that flowers, trees and holiday decorations could spruce up Town. As well as wider and better sidewalks, public art, footpaths between residential and commercial areas. Also noted was importance of what types of businesses people want in Town. The HDC has been working with police department regarding public parking downtown. Also noted was the HDC's discussion of rental and mixed used development for the 59/63 Willow Street property owned by the Corporation.

ULI had suggested that 300 rental units would be needed to make a wastewater system self-sustaining. This is not being proposed for Hamilton's downtown. Small pockets of mixed use development in the downtown (i.e., former Hansbury property) is the goal. No development too fast is being proposed for the downtown. Next steps for the HDC is work on a potential RFP for its Willow Street property with plans to issue it on February 1, bids due mid-March, selection in mid-April.

In regard to branding, the HDC plans to work with downtown merchants including providing some meals tax revenue, helping with a potential website, advertising (i.e., with North of Boston organization), and expenses associated with fall festival.

Discussion ensued about opportunity to attract people to Hamilton with MBTA station in Town, interest in capital improvements (i.e., sidewalks) and aesthetics (i.e., flower planters) reinforced by ULI report, that scope of improvements in the downtown would be funded by the Town rather than the HDC seed funds from meals tax revenue, that potential septic infrastructure could be paid for by betterments but this expense would be evaluated based on overall benefit to Town, that better balance and definition is needed for short and long term goals for the downtown and plan created to implement. Also, that the HDC could provide a wish list to the Town manager for the downtown that the BOS could review. To implement a comprehensive plan to make Hamilton's downtown more vibrant could require budgeting for additional staff support.

- Initial Land Acquisition Committee Charge

Discussion ensued on draft charge for Director of Planning and Inspections along with an ad hoc committee that would use a scorecard evaluation system for properties based on trails, view shed, water uses, and public works uses which is outlined in Land Acquisition policy. The scorecard would provide guidance not rank properties (i.e., 65 in Town in Chapter land). Discussion addressed if the ad hoc committee after two

meetings in a two month period would be able to report their findings by March 31st or sooner.

Farrell moved to accept the draft Initial Land Acquisition Committee Charge as outlined. Wilson seconded the motion. VOTE: 4-1 with Hubbard opposed.

- Town Manager's Semi Annual Review

Discussion ensued on aggregated input from BOS on Town manager's performance for his semi-annual review. In summary, the Town manager received an overall good review with recommendations on areas that need improvement (i.e., communication and reporting on projects). There was a suggestion that an employee survey should be done to get input from Town workers about employment experience in Hamilton, and that a part time HR professional would be useful for the Town (this hire could possibly be done in partnership with the HWRSD). Lombardo mentioned that he enjoyed the job and appreciated working in Hamilton. In addition, moving forward there could be input within the six month to one year review process about progress made on specified goals by the Town manager.

- Set date for next meeting

The Board's next meeting is on Monday, December 21.

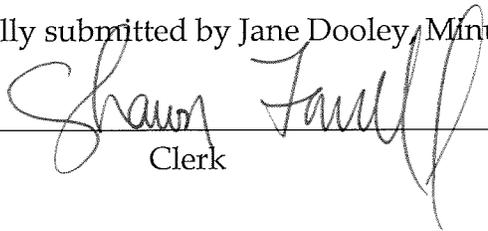
New Business

Consideration of topics for discussion at future Board of Selectmen meetings

Discussion ensued about topics including more comprehensive notice related to overview of draft zoning by-law changes (i.e., leasing of HWRSD fields), update on budget line items for Town and HWRSD, and three year forecast, milestones in operating plan, branding, and capital plan.

Hubbard moved to adjourn at 9:10 p.m. Wilson seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: 
Clerk