

**TOWN OF HAMILTON
BOARD OF SELECTMEN
JUNE 1, 2010**

The Board of Selectmen met at the Hamilton Town Hall at 7:00 p.m. on Tuesday, June 1, 2010 with Jennifer Scuteri, William Bowler, Marc Johnson and Jeff Stinson present. Town Manager Michael Lombardo, Finance Committee Co-chair Arthur Oberheim, Green Communities consultant Sue Patroliia and Town Administrator Candace Wheeler also present.

Flag at half-mast for George Ricker, Sr.

Former Selectman George Ricker, Sr. who also served in the public works department, passed away this weekend. The American flag will be flown at half-mast in Town until Thursday.

Jeff Stinson's office hours

Selectman Jeff Stinson will hold office hours on Saturday, June 5 from 9 to 11 a.m. at the former Hamilton public library building where the Council on Aging meets.

Reflection on Memorial Day events

Selectmen will send thank you notes to Jack Akin and Paul Stilline for their role orchestrating and managing the Memorial Day events in Hamilton. There is a possibility that the parade will be merged in Hamilton and Wenham next year. The names of 16 Hamilton residents active in the military were read at the event and the Board suggested this practice be adopted for future Memorial Day events.

Marcie Ricker – Downtown Beautification Competition

Downtown area merchants and restaurateurs have decorated their establishments with flowers as part of the downtown beautification competition. A winner will be decided during voting to be done by the Town manager and Selectmen on Saturday, June 12.

Accept bid from Mass. Audubon for Town land RFP

Charles Wyman from Mass. Audubon agreed that his organization had submitted a bid for the seven parcels that the Town will transfer to the Audubon as part of a settlement agreement. This is in exchange for the Audubon parcels that were taken by eminent domain when the water treatment plant was built. The bid process was a formality.

Discussion on original request to the Audubon to allow the Town within the easement to have a cell phone tower installed at the water treatment plant site. The tower would be a source of revenue for Hamilton and could yield as much as \$50,000 for the Town annually. The structure would have to be built so as not to impede birds in the area.

William Bowler moved that Town Manager Michael Lombardo prepare a letter for the Board's signature requesting Mass. Audubon Society to reconsider its views regarding a cell tower on the water treatment plant site. Marc Johnson seconded the motion. VOTE: Unanimous.

Bowler moved that the Board approve the execution of the agreement conveying these parcels to the Audubon Society by deed. This would amend the agreement and satisfy the Town's obligations with respect to the 1994 agreement. Johnson seconded the motion. VOTE: Unanimous.

Scuteri signed the agreement and the Board signed the deed. Selectmen will acknowledge their signatures in front of Town Clerk Jane Wetson, notary.

The Town transferred parcels equaling 24 acres out of 35 that satisfied the agreement.

Sustainable Materials Recovery Grant

Discussion was on how Town could apply for funding to expand its pilot organic waste project and plan for future growth of other programs that could include becoming a regional recycling center. Topsfield and Ipswich have learned about the project and expressed interest in collaborating.

Johnson made a motion that the Board approve the Sustainable Materials Program Recovery Grant as described in the application. Scuteri so moved. Bowler seconded the motion. VOTE: Unanimous.

Discussion was on Environmental Purchasing Policy (for SMRP grant) where Green Communities are encouraged to use ecological paper and cleaning supplies. This will be considered if it makes sense for Hamilton based on cost.

Johnson made a motion that the Board approve the Environmental Purchasing Policy. Scuteri so moved. Stinson seconded the motion. VOTE: Unanimous.

Green Communities Grant – HWRSD Grant

Hamilton and Wenham were recently designated as Green Communities along with 35 municipalities selected from a pool of 120 communities in the state. Funds amounting to \$21 million are available for green-related initiatives on a project-by-project basis. Grants could be available to Hamilton, Wenham and regional school district (Hamilton would be the grantee and JCI will manage with public works and facilities managers).

Information has been communicated to the schools about a regional grant between the towns and school district. In order for the schools to access the grant, the funding has to run through Hamilton or Wenham since the school district is not a Green Community. Funds could be used to buy down the ESCo. The towns will manage the fiduciary responsibility.

Scuteri entertained a motion to approve the grant application as written with the Town of Hamilton as the lead town and the co-applicants Wenham and Hamilton-Wenham Regional School District for the Green Communities grant application and program for FY'10. Bowler so moved. Stinson seconded the motion. VOTE: Unanimous.

Discuss Special Town Meeting – appropriation of funds for operational audit

Discussion on Special Town Meeting planned for June 21 at 7 p.m. at the Winthrop Elementary School (event at High School on that date) to address warrant article to appropriate funds for the operational audit of the schools that was approved at Annual Town Meeting on May 8.

The cost of the Special Town Meeting would be \$2,000 of that \$1,300 to \$1,500 would be to mail the warrant to Hamilton households. To save the mailing cost, the warrant could be posted in specific locations around Town as required.

Town Manager Michael Lombardo said Hamilton is the lead town managing the fiduciary responsibility. Hamilton would raise and appropriate the full amount not to exceed \$90,000 to pay for the operational audit and then enter into a letter agreement with Wenham for its portion. Lombardo is working on the request for proposal now.

Discussion on opinion from Town counsel and neighboring town managers who said it was not appropriate to use funds from a Finance Committee reserve fund transfer for

the audit. Because the need was recognized and anticipated said Finance Committee Co-chair Arthur Oberheim.

Discussion on using the Town's Connect CTY and Connect Ed system from the schools to communicate with residents about the June 21 Special Town Meeting. Residents currently not receiving these automated calls can go to the Town's web site and supply telephone numbers to be added to Connect CTY calling list.

Lombardo has made inquiries and there are no other items to be included on the Special Town Meeting warrant.

Bowler made a motion to open the warrant for Special Town Meeting on June 21 at 7 p.m. at the Winthrop School. Scuteri so moved. Johnson seconded the motion. VOTE: Unanimous.

Bowler made a motion on the one item containing the language to appropriate up to \$90,000 to pay for the operational audit approved under Article 5-6 of the 2010 Annual Town Meeting. Scuteri so moved. Stinson seconded the motion. VOTE: Unanimous.

The Finance Committee is in favor of this article.

Scuteri entertained a motion to close the warrant. Bowler so moved. Johnson seconded the motion. VOTE: Unanimous.

Discuss acceptance of Minutes

Discussion was on whether or not to discuss proposed changes to the Selectmen's open session meeting minutes from the Board's prior week's meeting during a regular session. This could be done at the end of the meeting. Ipswich accepts minutes in this manner. In Hamilton, the minutes secretary currently incorporates changes from Selectmen into the draft minutes in preparation for Board approval.

Board members noted that meeting minutes should only discuss who was there, what action was taken at what time and why. The tone of the discussion should not be included.

Lombardo is planning a presentation on upcoming changes to the Open Meeting Law that he wants to implement in the near future. At the state level these changes could be mandated in July or November 2010. He is also interested in eventually holding Selectmen's meetings every other week rather than weekly. Scuteri said the procedure for minutes acceptance will be taken up again.

Discuss Summer Schedule for Town Hall hours

Lombardo asked Board members to email him information about any extended time off they plan to take this summer so he can plan the Selectmen's summer schedule.

Scuteri entertained a motion at 8:03 p.m. to go into executive session not to return to open session for the purpose of discussing litigation strategy. Bowler so moved. Johnson seconded the motion. Members raised hands for a unanimous roll call vote.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Clerk