

TOWN OF HAMILTON
BOARD OF SELECTMEN
JUNE 6, 2011

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, June 6, 2011 with Jeff Hubbard, Jeff Stinson, Jennifer Scuteri, Dave Carey and Marc Johnson present. Town Manager Michael Lombardo and Town Clerk Jane Wetson also present.

Accept minutes (May 23 Regular and Executive Sessions and May 26 Regular)

Board clerk David Carey entertained a motion to accept the Board of Selectmen executive session meeting minutes for May 23. Jeff Stinson so moved. Jennifer Scuteri seconded motion. VOTE: 4-0-1, Jeff Hubbard abstained since he did not attend.

Carey entertained a motion to accept the Board of Selectmen regular session meeting minutes of May 23 and May 26. Marc Johnson so moved. Stinson seconded motion. VOTE: 4-0-1, Hubbard abstained since he did not attend.

Public Comment (3 minutes on topics not already on agenda)

Edwin Howard of Meyer Lane referred the Board to a letter to the editor that recently appeared in the Gloucester Times and he raised the issue of whether or not Hamilton is prepared for emergencies such as ice storms and tornadoes.

Town Manager Michael Lombardo said he and other Town officials had met recently with Fire Chief Phil Stevens, the emergency management director. Institutional knowledge along with National Incident Management System (NIMS) protocol is being used to develop responses. This includes if an event requires a shelter to be mobilized at the HW Regional High School.

Emergency management plans are in place but they don't cover an all hazards approach in the Town response. Responsibilities are being defined and supplies are being inventoried in the storage room at the Old Library. A control and access system in one location is also being addressed. Lombardo said protocols should be fleshed out, and that a timeline outlining issues is being defined that will be followed by more discussion.

The Town does not have a quick mechanism to notify residents, reverse 911 takes time. Scuteri noted the importance of residents providing their cell phone numbers to the Town so they can be alerted in case of an emergency.

Town Manager's report

Lombardo thanked Town employees for their majority vote to participate in a new tiered health plan that will save Hamilton \$60,000.

Acord Food Pantry will temporarily relocate to the storage room in the back of the Old Library building this weekend as construction on the Harborlight affordable housing project on Willow Street begins June 13 and continues for the next 10 to 12 weeks. There is a separate access to the location and this use will not compete with Council on Aging or Recreation Department activities at the Old Library site. Acord will be open Wednesday evenings and Saturday mornings.

Lombardo is reviewing the draft community survey results to check for factual errors and intends to make the information available at the end of the week. The Town received a 30% response rate.

Friends of Patton Park

Holly Reagan of Tally Ho Drive representing the Friends of Patton Park parent group presented information to Board about the existing play equipment at Patton Park and described the organization's interest in improved play structures at the park. This parent group was responsible for funding the split rail fence located on the perimeter of the playground area at the park.

Lombardo explained that once a new Recreation Director is hired that person would be developing a Recreation Master Plan that could incorporate the Friends group goal for improved play equipment at the park. He will work with Reagan and the Recreation Director.

Discussion was about parent group's decision not to pursue 501c(3) status. Board suggested Reagan present her case to the Community Preservation Committee as part of the private fundraising research she is doing to pay for improved play structure. Estimates for new play equipment range from \$50,000 to a \$100,000.

Lombardo noted that bolts would be replaced in the existing slide at the park.

Reorganization of the Board –election of Chair and Clerk

Discussion about Board goals including resolving regional school issues, addressing operational audit, selling Town-owned land, bringing development to Town, working on infrastructure, building relationship with Wenham.

Also, that the chair needs to delegate more responsibilities to other Board members especially vice chair who would take a stronger role, but that this position was not necessary for other Selectmen to undertake to get training for Board duties and ultimately serve as chair. The Board acknowledged that there is a learning curve to be chair.

Carey nominated Scuteri as chair. Johnson seconded. VOTE: Unanimous. Carey nominated Johnson as vice chair. Stinson seconded. Johnson nominated Carey as vice chair. Hubbard seconded. Carey did not accept nomination. VOTE on Carey's nomination of Johnson as vice chair: Unanimous. Carey nominated Hubbard as clerk. Johnson seconded. VOTE: Unanimous.

Vote to accept 2011 Re-Precincting Plan

Town Clerk Jane Wetson explained that to balance the Town's voting precincts, due to mandates of the federal census and state law, a small neighborhood currently in Precinct 1 located from Railroad Avenue to Lois Street to Linden Street would move into Precinct 3 since Precinct 1 has grown in population density.

Scuteri entertained a motion to accept the 2011 Re-Precincting Plan for the Town of Hamilton including the enclosed map, legal description and block listing. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

One Day Liquor License –Gourmet Delights Catering –June 11, 2011

Scuteri entertained a motion to approve the application for a One Day Liquor License for Gourmet Delights Catering for the Hamilton Wenham Community House Block Party on June 10, 2011 conditioned upon the placing of signage stating no alcohol allowed off premises and no alcohol in Patton Park. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

One Day Liquor License –Gourmet Delights Catering –June 11, 2011

Scuteri entertained a motion to approve the application for a One Day Liquor License for Gourmet Delights Catering for an event at the Hamilton Wenham Community House on June 11, 2011. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

One Day Liquor License –Gourmet Delights Catering –June 24, 2011

Scuteri entertained a motion to approve the application for a One Day Liquor License for Gourmet Delights Catering for an event at the Hamilton Wenham Community House on June 24, 2011. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

One Day Liquor License –Gourmet Delights Catering –July 9, 2011

Scuteri entertained a motion to approve the application for a One Day Liquor License for Gourmet Delights Catering for an event at the Hamilton Wenham Community House on July 9, 2011. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

Discussion about how to streamline one-day liquor license approval process possibly using consent motion similar to the one used at Town Meeting. Also, that a police detail should continue to be considered for all events with 100 or more people expected to attend. The Community House hall serves 120 people.

Approve placement of Town banner

Johnson moved that the Board approve the placement of the Town banner (congratulating HW Regional High School quiz show state champions) on the tennis court fence at Patton Park. Scuteri so moved. Stinson seconded motion. VOTE: Unanimous.

Update on Harborlight' s "Firehouse Place" project at 69 Willow Street

A groundbreaking event will be held on Monday, June 13 at 10 a.m. for construction of four apartments of affordable housing at 69 Willow Street along with expansion and renovation of Acord Food Pantry at site.

Discussion was about Board members' individual responsibility to remember events that they should attend rather than being reminded by assistant to Town manager. The Town's website will be reviewed this summer and a calendar could be considered with a notification mechanism for the Board.

Discussion was on need to sort out and paint lines at downtown parking lot that abuts 69 Willow Street site after construction is completed. Lombardo said there is no money in the Town's maintenance budget for this purpose. He noted that reserve funds could possibly be used. Carey said Rotary would landscape the site if the Town could paint the parking space lines. Lombardo will have the DPW review the site. He suggested going forward with capital planning a small amount of money could be budgeted for this type of issue.

Discuss FY12 Meeting Schedule

Board reviewed a proposed FY'12 meeting schedule for the Selectmen to meet every other week.

Other business

Next Selectmen's meeting is Wednesday, June 8 with Wenham including Selectmen and Finance Committee members from both towns to discuss the recertified school budget vote.

The next regular Hamilton Selectmen's meeting is on Monday, June 20.

Executive Session pursuant to M.G.L. c.39, Section 23B(3) – Union and Non-Union Contract Negotiations and Litigation

Scuteri entertained a motion to go into Executive Session pursuant to M.G.L. c. 39, Section 23B(3) for the purpose of Union and Non-Union Contract Negotiations and Litigation, not to return to regular session at 8:26 p.m. Roll call vote: Jeff Hubbard, yes, Jeff Stinson, yes, Jennifer Scuteri, yes, Dave Carey, yes, Marc Johnson, yes.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____

Clerk