

Hamilton Development Corporation
July 20, 2016

The Hamilton Development Corporation met at Hamilton Town Hall at 7:30 a.m. on Wednesday, July 20, 2016 with Bill Gisness, Brian Stein, Tom Goodwin present. Community Projects Coordinator Dorr Fox, and DPW Director Bill Redford also present.

Call to order

Brian Stein called the HDC meeting to order at 7:30 a.m.

Warrant for bills

Bill Gisness moved to approve HDC warrant #1702 for \$4,238.28 for real estate taxes, staff time, and mortgage. Tom Goodwin seconded the motion. VOTE: Unanimous.

Approve minutes – June 22, 2016 and July 6, 2016

Goodwin moved to approve the HDC meeting minutes from June 22, 2016 and May 25, 2016. Gisness seconded the motion. VOTE: Unanimous.

59/63 Willow Street

Discussion ensued about a residential upholsterer who is interested in renting the vacant commercial space at the former Mac's Shoe site. Also the HDC has received interest in this space from a home goods store. The lease on the house at the Willow Street site was extended through September. The tenant would like two months notice if situation with the property changes. The Corporation agreed that the lease could be extended for six months longer.

Surveyor Peter Kane was supposed to have visited the Willow Street site last Thursday to survey it. A rough draft survey is expected at the end of the week. The HDC will receive a hard copy and online copy of the final survey. The HDC mentioned that the survey will help resolve the tree issue with the neighbor.

It was noted that Tom Goodwin's appointment to the HDC had been done by the Selectmen. Also, that he has completed paperwork and was added to the HDC email list. Goodwin noted that he had recently visited the Willow Street site. In addition, Goodwin met with Mickey Northcutt of North Shore CDC who thought the property

had a good layout which could possibly be used for two story town houses. The objective of the tenancy needs to be determined (i.e., veterans project). The tradeoff will be the tenant mix (i.e., local, veteran, affordable). There are a lot of programs that are available. Northcutt had said 25 units was the breakeven point for the programs that can get state funding. This also applies to funding available for affordable housing.

The density (i.e., 15 to 25 units) at the site has not been defined since the HDC is waiting for the survey to be done. Once the HDC has the survey and does rough layouts as well as determines the future of the front building it will define septic and stormwater requirements.

Goodwin reported on his conversation with Attorney John Smolak of North Andover who has experience with where the HDC is interested in having legal support (i.e., review documents, HDC limitation relative to legal structures between the Corporation and developer, RFP and selling the property). Smolak is familiar with the statute that created the HDC. The HDC could pay Smolak for a few hours of work from the consultant budget before engaging him regarding what possible scenarios are available to the HDC based on the statute. This would include the HDC moving forward with a developer to permit the project or the HDC or another entity could permit the project leading up to the RFP for developers to bid.

The site engineering drawings will have to be developed to a certain degree. The HDC will send Smolak the statute and compile questions for a discussion with him in a conference call during an HDC meeting.

Downtown Improvements

Discussion was about an email received from Selectman Jeff Hubbard and downtown merchant Don Robinson regarding a portion of \$10,000 that the HDC will gift to the merchants group for downtown improvements. Stein will meet with them to understand if help is wanted from the HDC for downtown improvements. The HDC wants to hold a meeting with the HDC and merchants group to assess interest. Historically the HDC has given money for downtown improvements to the Town. Now the intent is to give the money directly to the merchants group.

It was noted that work is underway for the bakery on Bay Road with the Board of Health working on kitchen permit. The opening for the establishment has not been defined. Also, the building on Willow Street next to Dodge Tree will be three story with two for business and a large apartment on top floor with parking underneath.

Board business

Discussion ensued about August date for Mass. grants and need to have a project ready to go. Any application for a grant from the HDC would likely occur next year. Community Projects Coordinator Dorr Fox reported that state representative and senator were told that a list of establishments in Hamilton paying meals tax was privileged information which could not be released. This concurred with what Fox had been told by DOR. Discussion addressed the Board of Health's list of establishments paying Hamilton meals tax for a total of \$65,000 a year.

Gisness moved to adjourn the meeting at 8:00 a.m. Goodwin seconded the motion.
VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Brian Stein, President