

TOWN OF HAMILTON
BOARD OF SELECTMEN
JULY 9, 2012

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, July 9, 2012 with David Neill, Marc Johnson, Jennifer Scuteri, Jeff Stinson and Jeff Hubbard present. Town Manager Michael Lombardo also present.

Call to order

Chair David Neill called the meeting to order.

Accept Minutes (June 14th, June 25th, and July 2nd, 2012)

Board clerk Jeff Hubbard entertained a motion for the Selectmen to approve the June 14, 2012 minutes. Marc Johnson so moved. Jeff Stinson seconded motion. VOTE: Unanimous.

Hubbard entertained a motion for the Selectmen to approve the June 25, 2012 minutes. Jennifer Scuteri so moved. Stinson seconded motion. VOTE: 4-0-1 with Johnson abstaining because he did not attend.

Hubbard entertained a motion for the Selectmen to approve the July 2, 2012 minutes. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

Public Comment

Jack Lawrence, 105 Rock Maple, noted statement from last week's Selectmen's meeting by Jay Burnham regarding indications that Town Counsel Donna Brewer would be reappointed saying this needs to be discussed at an upcoming Board meeting. He mentioned that Brewer had previously resigned. Lawrence referred to Urbelis report that addressed issues on how Brewer had conducted herself regarding the recently resolved Marchand lawsuit, and advice she had given pertaining to incorrect use of executive session. He suggested that other candidates for Town counsel services be considered for Hamilton.

Ed Howard, 10 Meyer Lane, suggested the Selectmen as Town's water board should consider oversight of \$5 million water upgrade system that public works department is undertaking in Town.

Rudy Pizzano, Essex Street, requested that study for sidewalk on Essex Street that was approved at Annual Town Meeting get underway to meet an August 12 date. He noted that there is interest in requesting funding for the sidewalk at the Special Town Meeting in the fall.

Town Manager's Report

Town Manager Michael Lombardo summarized that DPW Director John Tomasz is compiling a list of projects with contractor that will be presented to Selectmen. He noted that Town manager and Board of Selectmen would work together on oversight of water system projects to be done in Town.

He also addressed the sidewalk study noting that the August 12 date is when quotes for the work are due and that Tomasz has received one quote already. Tomasz is looking into this further including an organization that could do the study recommended by Pizzano. Lombardo offered to provide the most up-to-date information on this topic to Pizzano via email.

Lombardo updated the Board that Community Preservation Act legislation had been modified so that CPA funds could now be used within the recreation category to renovate existing structures. Also, that the Hamilton Development Corporation special act was coming close to fruition due to legislative action. He will follow up on status with Senator Bruce Tarr.

Chairman/Selectmen reports

Scuteri noted that Mass. Municipal Association needs hosts in early October for Pakistani government representatives to shadow municipal officials and this could be a 10-day commitment with shared responsibilities by Rotary in Hamilton, Wenham and Ipswich and possibly Ipswich local government personnel.

Neill suggested Board members develop their suggested list of goals and objectives for the Selectmen's next working session.

The Hamilton Foundation

Hamilton Foundation board member Heather Ford summarized the mission of the municipal trust created in 2005 to assist families needing help to pay a fuel bill or other related expense, once a year. The financial support has no tax impact

on the Town since funds are raised through the organization's efforts. EBSCO publishes the organization's brochure for free that is distributed at municipal buildings throughout Hamilton.

Selectmen appointed Elizabeth Burns last week as the coordinator replacing Loretta Cusick. She receives requests from needy families that she forwards anonymously to the five-member Hamilton Foundation board to decide whether or not the criterion is met for assistance.

Ford explained that the foundation has assisted 21 families per year, which can range from young families in transition to the elderly, at a cost of \$11,000. Donations to the trust are received at Hamilton Town Hall and can be given throughout the year. Ford noted that Gordon Conwell Theological Seminary has been specific about any such requests coming from its student body being directed back to the college for assistance.

Discussion about the need for a new telephone number for families to call since Cusick had been using her work phone and has agreed to do so until late fall when Town will have to find another contact point for those needing support. Lombardo and Stinson will coordinate and summarize available options for Selectmen review.

Open Warrant

Discussion ensued about whether or not HWRSD would be ready by October 20 for Hamilton's STM relative to Cutler School roof repair and SBA projects funding schedule. Also mentioned was intent to tie any ballot question votes (i.e., debt exclusion for school roof) into national election in November rather than Hamilton holding an additional STM and local election that could cost as much as \$10,000. In addition, other costs being considered for STM include new Council On Aging director and expenses that could be realized from COA business plan model. Lombardo is developing a list of possible STM warrant articles.

Neill entertained a motion to open the Special Town Meeting warrant for October 20, 2012. Scuteri so moved. Hubbard seconded motion. VOTE: Unanimous.

Application for Change of Manager – 15 Walnut

Ben Shutes is the new manager of the restaurant and will be in charge of the liquor license. He explained to the Board that alcohol training would be given to all staff and bartenders.

Johnson suggested that paperwork submitted to the state for change of manager could be truncated for the Board's review and decision.

Neill entertained a motion to approve the application for Change of Manager in connection with the liquor license for 15 Walnut, and sign the Form 43 for submittal to the ABCC. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

One-Day Liquor License –HW Community House –July 14, 2012

Neill entertained a motion to approve a One-Day Liquor License for the Hamilton Wenham Community House, 284 Bay Road, for an event (wedding with fewer than 100 expected) on July 14, 2012. Johnson so moved. Stinson so moved. VOTE: Unanimous.

One-Day Liquor License –HW Community House –August 4, 2012

Neill entertained a motion to approve a One-Day Liquor License for the Hamilton Wenham Community House, 284 Bay Road, for an event on August 4, 2012. Scuteri so moved. Stinson seconded motion. VOTE: Unanimous.

Accept gift to Patton Park Playground from Essex Community Foundation, which was recommended by donor-advisor Mr. & Mrs. Dan Harrigan in the amount of \$1,000.

Neill entertained a motion to accept a donation from Essex Community Foundation, which was recommended by donor-advisor Mr. & Mrs. Dan Harrigan, in the amount of \$1,000 to be used for the Patton Park Playground project, and authorize the Board Chair to sign the Grant Acknowledgement and Acceptance of Terms. Hubbard so moved. Scuteri seconded motion. VOTE: Unanimous.

Discussion ensued about if gift amount needs to be read with motion. Lombardo explained that some gifts are included in the public record due to applicability as tax donations.

Accept gift to Patton Park Playground from Margaret and Kevin Puopolo in the amount of \$10,000.

Neill entertained a motion to accept a donation from Margaret and Kevin Puopolo in the amount of \$10,000 to be used for the Patton Park Playground project, and authorize the Board Chair to sign the Grant Acceptance Agreement. Hubbard so moved. Scuteri seconded motion. VOTE: Unanimous.

Accept gift to Patton Park Playground from the Boston Foundation in the amount of \$5,000.

Neill entertained a motion to accept a donation from the Boston Foundation in the amount of \$5,000 to be used for the Patton Park Playground project. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Board and Committee Reappointments

Discussion ensued about Andrew Rodgers no longer living in Town relative to vote to reappoint Agricultural Commission. Board decided to appoint other members and if there is a new member that person could be appointed later.

Neill entertained a motion to appoint Peter Britton, Susan Lawrence, Camilla Rich, and Susan Sandler to the Agricultural Commission to three-year terms that would expire on June 30, 2015. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Lindle Willnow to the Board of Health for a three-year term expiring on June 30, 2015. Hubbard so moved. Scuteri seconded motion. VOTE: Unanimous.

Discussion ensued about whether or not Selectmen should reappoint Budget Process Committee since focus to coordinate Hamilton, Wenham and HWRSD on budget process has been accomplished but group does not have any functional role or decision-making authority. Lombardo will follow up with Wenham and HWRSD to assess their interest in continuing committee.

Discussion ensued on whether or not Finance and Advisory Committee members could serve on other committees according to Town's bylaw as prompted by the need to reappoint Capital Management Advisory committee where William Boesch is a member.

Neill entertained a motion to appoint William Boesch, William Dery, James Farnham, Marc Johnson, Barbara Lawrence, Michael Lombardo, Rick Mitchell, Arthur Oberheim, David Carey, Eric Johnson, John Tomasz and Mark Gates to Capital Management Advisory committee to one-year terms expiring on June 30, 2013. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Board noted that Conservation Commission was appointed on July 6th so they could conduct a site walk on July 7th.

Neill entertained a motion to appoint Robert Nyland and Clarence Trepanier as Constables for one-year terms expiring on June 30, 2013. Stinson so moved. Scuteri seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Emily Cook, Barbara Essensa, Theresa Fanning, Betty Gray, Madelyn Liberti and Lois Thompson to the Council on Aging for one-year terms expiring on June 30, 2013. Scuteri so moved. Stinson seconded motion. VOTE: Unanimous.

Discussion ensued about whether or not the Board should appoint members to the Economic Development Committee since the Hamilton Development Corporation is expected to be put in place shortly and would replace EDC.

Neill entertained a motion to appoint David Lemons to the Economic Development Committee for a three-year term expiring on June 30, 2015. Scuteri so moved. Johnson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Edward Seaver as Emergency Management Specialist for a three-year term expiring on June 30, 2015. Johnson so moved. Scuteri seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Jane Wetson as Federal Census Liaison for a one-year term expiring on June 30, 2013. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

Discussion ensued about how the Selectmen will make a recommendation for two vacancies on Finance Committee and the Town moderator will make appointments. Three candidates that Town officials are interviewing for the open slots include Richard Boroff, Scott Maddern and Rick Sprenkle.

Neill entertained a motion to appoint Marc Johnson to the Hamilton Affordable Housing Trust for a two-year term expiring on June 30, 2014. Hubbard so moved. Scuteri seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Michael Lombardo to the Hamilton Affordable Housing Trust for a one-year term expiring on June 30, 2013. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Heather Ford, Mary Helming, Maureen Hickey, John McWane, Susan Lawrence and Robert Spingler to the Hamilton Foundation for one-year terms expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Phil Tocci to the Hamilton Wenham Recreation Board for a three-year term expiring on June 30, 2015. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Thomas Rogers to the Hamilton-Wenham Community Access and Media board for a three-year term expiring on June 30, 2013. Stinson so moved. Scuteri seconded motion. VOTE: Unanimous.

Discussion ensued about Kristine Cheetham as MAPC Representative being an interim appointment.

Neill entertained a motion to appoint Jack Spellman as MBTA Representative for a one-year term expiring on June 30, 2013. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous. Discussion ensued about inviting Spellman to a future Board meeting for a status report.

Neill entertained a motion to appoint Leigh Keiser and David Cooper to the Office of Disability for one-year terms expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Jane Wetson as Parking Clerk for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Christine Lindberg as Assistant Parking Clerk for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Robert Baker, Stacy Carpenter, Tom Catalano, Peter Clark, John Cusolito, Marc Johnson, John Rodenhizer, Jennifer Scuteri, Phil Tocci and John Vanderwilden to the Patton Family Gift Advisory Committee for one-year terms expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Ronald Rosetti as an alternate to the Planning Board for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Gretel Clark, Heather Ford, Fran Grace, Susanne Richey, Jane Roundy and Alisa Greco to the Recycling Committee for one-year terms expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Robert Rose as Sealer of Weights and Measures for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint John Tomasz as TIP Coordinator for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint John Tomasz as Tree/Insect Coordinator for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Greg McKenna as Veterans Graves Officer for a one-year term expiring on June 30, 2013. Hubbard so moved. Johnson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint John Tomasz as Water Use Restriction By-law Enforcer for a one-year term expiring on June 30, 2013. Johnson so moved. Scuteri seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint Jane Lyman to the Zoning Board of Appeals for a three-year term expiring on June 30, 2015. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

Neill entertained a motion to appoint John Rodenhizer to the Zoning Board of Appeals for a one-year term expiring on June 30, 2013. Hubbard so moved. Johnson seconded motion. VOTE: Unanimous.

Discussion ensued on Selectmen being voting members for other boards that they are appointed to and as liaisons. Lombardo will investigate the details on this and report back to the Board.

Neill entertained a motion to appoint Jennifer Scuteri to the Community Preservation Committee for a one-year term expiring on June 30, 2013. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Selectmen acknowledged resignations from Planning Board – Evelyn Shuman, Council on Aging – Mary Maione, Hamilton Foundation – Loretta Cusick and EDC – Carl Swanson and thanked them for serving.

Board reiterated that it had appointed Elizabeth Burns to Hamilton Foundation at its last meeting and noted that it would be reviewing an application from Kimberly Dietel for Zoning Board of Appeals and interviewing candidates: Richard Boroff, Scott Maddern and Richard Sprenkle for two open positions on the Finance Committee.

Selectmen will meet again on Monday, July 16.

Neill entertained a motion for the Board to adjourn at 8:37 p.m. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____

Clerk