

**TOWN OF HAMILTON
BOARD OF SELECTMEN
NOVEMBER 16, 2009**

The Board of Selectmen met at Hamilton Town Hall at 7:02 p.m. on Monday, November 16, 2009 with David Carey, William Bowler and Jennifer Scuteri present. Police Chief Russell Stevens, Fire Chief Phil Stevens and Town Administrator Candace Wheeler also present.

Julie Einhorn – banner for Hamilton Foundation/COA fundraiser

David Carey entertained a motion to approve the banner for the Hamilton Foundation/COA fundraiser for the dates of 11/28 to 12/16. William Bowler so moved. Jennifer Scuteri seconded the motion. VOTE: Unanimous.

Appoint Julie Einhorn as full Planning Board member (currently an alternate)

Carey entertained a motion to appoint Julie Einhorn as a full Planning Board interim member until July. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Designate Jesse Schwalbaum as Special Municipal Employee

Carey entertained a motion to have the Board certify that the interests of the Town require that Jesse Schwalbaum, a consultant under contract to the Town on water issues, serve as a representative of the Mass Waterworks Association on the technical stakeholder working group for the Water Management Act advisory committee of the DEP commissioner. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

John Tomasz – present plan to complete CPA Town Hall projects approve at STM

DPW Director John Tomasz outlined the status of a number of projects his department is working on including: Woodbury Street path, cemetery building renovations, paint Town Hall, ADA elevator study, space needs and environmental assessment, historic district signs, front steps at Town Hall, replace underground wiring at Patton Park, head stone repair at cemetery, paint inside of dome at Town Hall, Winthrop Street Bridge repair, Bridge Street culvert, water treatment plant evaluation, stormwater issues and highway projects on Miles River, Chebacco and Gregory Island Roads.

Carey entertained a motion to sign approval for an amendment to the Stantech Consulting Services contract for the water plant. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Charette summary report

Economic Development Committee Chairman Bill Gisness and Consultant Steve Cecil from The Cecil Group planning and design firm presented results from the recent community charette for downtown Hamilton.

Cecil said of the 50 participants surveyed the visual preference for the downtown was for formal, garden-like landscapes with wide sidewalks and traditional wood buildings including large, two- to three-story structures.

A goal for the downtown is to improve the pedestrian connections. When adding commercial uses, parking and traffic need to be addressed as part of the streetscape process. Apparently Hamilton has the highest parking requirements of any community he has encountered in Massachusetts and he suggested that parking should be better organized in the downtown.

He recommended that there should be a downtown strategy plan linked to the school system strategy. Land use should be tied to the tax base in an efficient way and that all strategic ideas should simplify the variance process to encourage development. Cecil mentioned that the availability of state and federal funds is contingent upon planning.

The downtown being near the railroad line could prove beneficial for diverse housing but this concept was met with mixed reception at the charette.

Cecil emphasized the importance of establishing a downtown standing committee that would be responsible for stewardship. As well as the need to coordinate planning with Wenham since Hamilton's downtown is located so close to both town lines.

The Cecil Group will provide the Town with results from the charette in hard copy and in a flyer that summarizes the key ideas and on the website. This information will be provided to the architect who is going to do the conceptual drawings for a senior center.

There was a brief discussion about the expense of moving utility lines underground in addition to the idea of planting saplings in the downtown to improve the streetscape.

Gisness said he would meet with the EDC steering committee and report back to the Selectmen and Planning Board as part of the ongoing, downtown planning process .

Sign letter to Brad Hill

Carey entertained a motion to ask State Representative Brad Hill to take on the effort to correct an inconsistency in the M.G.L. Chapters 48 and 147 related to wage issues for municipal employees. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Town Manager recruitment

Tom Groux's recruiting firm is helping the Town find candidates for Town Manager. An ad ran today on the MMA website and will be running in the organization's Beacon magazine in early December. Groux will be preparing a timeline.

Town Manager Selection committee

A committee of seven individuals consisting of a businessperson who is a Hamilton resident and representatives from the Government Study Committee, Finance Committee, land use boards, Personnel Board and School Committee will be organized to assist with the Town Manager candidate selection.

The process for Groux and the selection committee is to find 50 candidates and narrow the pool down to three finalists who will be interviewed by the Board of Selectmen.

Town Administrator Candace Wheeler will email the boards, committees and local business group about the need for participants on the Town Manager selection committee. The goal is to put the committee in place by the next Selectmen's meeting on Monday, November 23.

Minutes Approval

Carey entertained a motion to approve the August 24, 2009 regular session minutes. Scuteri so moved. Carey seconded the motion. VOTE: 2 in favor. Bowler abstained because he was not at the meeting.

Carey entertained a motion to approve the regular session minutes for October 26, 2009. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Carey entertained a motion to approve the executive session minutes for October 26, 2009. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Selectmen's Goals and Objectives

Selectmen reviewed their goals/objectives list and narrowed it down to doable tasks.

Two action items were assigned to Wheeler:

1. Contact Wenham's Town Administrator Jeff Chelgren to get budget discussions going on a potential formula change related to joint agreements between Hamilton and Wenham;
2. Follow up with Hamilton Conservation Coordinator Jim Hankin for status report on permit request from the Essex County Trails to the Ipswich Conservation Commission for beaver deceiver work to be done at New England Biolabs in Ipswich. An agreement was reached between officials from Hamilton, Ipswich and the Trails Association a year ago as an effort to increase water flow at the beaver dam in the river behind the company site.

Sign warrant

Carey entertained a motion for the Selectmen to sign the Special State Primary warrant for the election to be held on December 8 at Winthrop School. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Discuss letter from DA re: open meeting law

Carey entertained a motion to have Town Counsel Donna Brewer prepare a response to the letter from the District Attorney's office. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Carey entertained a motion to go into executive session at 8:43 p.m. not to return to open session for the purpose of discussing union negotiations and litigation strategy. Bowler so moved. Scuteri seconded the motion. Members raised their hands for a unanimous roll call vote.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Clerk