

HAMILTON DEVELOPMENT CORPORATION

Nov. 6, 2013

MINUTES

Welcome – Brian Stein opened the meeting at 7:30 AM. Board members Anthony Nickas, David Carey, Bill Gisness and Rick Mitchell were present. Emilie Cademartori and David Geikie of Wenham were also present. Citizens Anthony Mente and Tosh Blake were in attendance. Hamilton Planning Coordinator, Kristine Cheetham, was present.

Downtown Public Workshop – Sam Cleaves of the MAPC shared a draft agenda for the upcoming Nov. 14, 2013 planning workshop. He also shared the draft poster boards for transportation recommendations and downtown zoning maps.

Sam stressed that the focus of this workshop was to present an overview of the process and some of the initial recommendations for the village area. His team will be using a power point presentation and then provide poster boards with recommendations that will hopefully invoke some public comment.

He noted that the transportation recommendations included streetscape amenities, pedestrian crossings, bicycle lanes, small “parklettes”, and locations for wayfinding signs. He stressed that the recommendations were in response to public safety needs and the desire for connectivity within the village area.

The other key recommendations that he will focus on are the land use and zoning language. He will be presenting the overlay concept to the community along with recommendations for a maximum density for housing units. He may have a slide to explain the uses that are allowed now compared with the proposed new zoning. The report also highlights draft language for design review.

S. Cleaves stated that he does not intend to promote any additional images of development on sites. He was reluctant to use the images at the last meeting. It is difficult to present commercial images without a sketch of landscaping and human activity. D. Carey noted that the use of the images drove many in the audience to request design review. Sam suggested that the design review language could be adopted for Site Plan Review regardless of the community’s adoption of the overlay for the business district.

R. Mitchell wanted to be sure that the goals of the meeting were explained clearly at the beginning and then re-iterated at the close. D. Geikie suggested that it was important to enlist the support of the audience at the beginning of the meeting. His opinion was that the overall

goal of the planning initiative was to see if the communities were ready to embrace the changes that the future will bring.

The group also discussed the role of the HDC at the meeting. They felt that was important for the HDC to be clear about who they were, what their role was in the planning effort and what actions they might take in the future. E. Cademartori also asked if the HDC could at least reference their role in researching waste water treatment planning. However, the group also discussed that the focus of the workshop was to share recommendations with the public, seek their input and gather any consensus from them relative to growth and change in the downtown.

K. Cheetham discussed the outreach efforts for the workshop. She forwarded a press release to the local papers, drafted an invitation which would be mailed to all residents and property owners in the village area, she would also share the invitation with department heads and boards in Hamilton. The Board asked to contact the Enough is Enough group, the HW Merchants group and a few others.

HDC Organizational Matters

1. Approval of Minutes: 9/11/13, 9/25/13, 10/9/13, 10/23/13 –
ACTION: R. Mitchell made a motion to accept the minutes from the listed meetings. D. Carey seconded the motion. All voted in favor.
2. Discussion/Approval of Insurance Quote – K. Cheetham met with the insurance agent and will require more information and signatures from the HDC. She will work with A. Nickas to resolve the paperwork to get the HDC members covered.

New/Old Business Discussion Items

1. Request for Quotes Activity – K. Cheetham sent out the RFQ to four waste water treatment engineering firms on Tuesday, Nov. 5, 2013. She will share the results of the request with the HDC when they arrive.
2. Downtown Parcels & Opportunities – The Board discussed and voted that it would be appropriate for a member of the HDC to reach out to the Cumberland Farms – Northeast Office relative to any future plans for the site in the heart of the downtown. The intent of the conversation would be to share the current planning efforts with the corporation and to learn of any potential development for the site.

8:35 AM – The HDC adjourned.

