

HAMILTON DEVELOPMENT CORPORATION

Minutes

April 2, 2014

Welcome – At 7:30 AM, President B. Stein opened the meeting and Board members Anthony Nickas, Bill Gisness, David Carey and Rick Mitchell were present. Others present were as follows: Emilie Cademartori of Wenham, Mr. and Mrs. Lawrence, Andrew Mente, Selectmen Scott Maddern, Town Manager Michael Lombardo and Hamilton Planning Coordinator Kristine Cheetham.

Town Meeting Presentation - B. Stein will brief the Board on his presentation and the request for the transfer of Meals Tax funding.

Willow Street – B. Stein updated the Board on the current status of the purchase of 59 & 63 Willow Street. He stated that the appraisal was not completed yet. He also stated that the Title V review of the commercial property was cleared but not the residential. The public health agent was away on vacation so this information is on hold until her return. He asked the Board if they were comfortable establishing an escrow account to address the matter. R. Mitchell stated that he did not feel confident about taking possession of a property with a known liability. In general, the Board agreed and discussed postponing the closing date so that all of the information was available.

K. Cheetham then asked the Board to discuss plans for property management. She suggested that it would be preferable to have a manager in place when the HDC takes ownership of the properties. B. Stein agreed to continue to work on this.

The short term plans for the property are to secure the rental income from the commercial and residential parcels. The long term plans for the property involve community discussions. The Board members felt that addressing the zoning recommendations in the HW Village Plan were a first step.

HDC Annual Plan – The Board discussed the HDC Annual Plan 2013-2014 document. They reviewed the goals and actions listed and confirmed a few priorities.

- Participate in zoning workshops with the Planning Board to address revisions to the business district zoning.

- Participate in a planning process with the Urban Land Institute to better understand the economic potential of the downtown.
- Secure rental income from the Willow Street properties. Initiate long term planning process for the parcels.
- Host a Wastewater Treatment System workshop (early June).
- Determine how best to designate funds, roughly 10% of meals tax, for a small project in the downtown.

The last topic generated a brief discussion of the potential small projects that have been mentioned over the years. Projects that require maintenance, such as flower boxes, were not preferred by either the HDC or the town manager. B. Lawrence stated that she did not envision telephone pole banners as something that would be in keeping with the character of the village.

HW Village Plan – The members of the Board agreed in general that the Plan should be used as a talking point from which to begin a conversation. They did not feel that it was something that should be formally adopted. The HDC would like to continue the conversations begun with the Plan but to take it to another level. B. Gisness mentioned his goal to work with the Urban Land Institute to undertake an economic and marketing analysis of the potential for commercial development. However, the capability for development needs to reflect the desire for cautious growth in the village. The Board remains committed to addressing design standards, modest density and improving traffic for vehicles and pedestrians.

Approval of Minutes – B. Gisness made a motion to approve the minutes of 3/19/14. A. Nickas seconded. All voted in favor.

Adjourn – At 8:30 AM D. Carey made a motion to adjourn. R. Mitchell seconded. All voted in favor.