

# HAMILTON DEVELOPMENT CORPORATION

## Minutes

Sept. 11, 2013

Welcome – President, Brian Stein opened the meeting at 7:30 AM. Members Anthony Nickas, Bill Gisness, David Carey and Rick Mitchell were present. Hamilton Planning Coordinator Kristine Cheetham and Wenham Town Planner, Emilie Cadematore, were also present.

Agenda Items – B. Stein provided a brief background as to why the HDC was interested in waste water treatment planning. He noted that the community is working towards hosting a public information workshop to educate decision makers and members of the community about the potential for waste water treatment systems in the downtown and possibly a few other locations in town.

Mike Giggey of Wright Pierce a New England Waste Water Treatment company was invited to share information on the planning process for waste water treatment. He provided a brief background on the company and referenced recent work completed in small towns on Cape Cod throughout the meeting.

He added that the strategy of learning more about systems, planning and educating the decision-makers was a great place to start. In order to invest in decentralized waste water treatment systems you need to begin with a needs assessment.

### Five Reasons for Waste Water Treatment Systems

1. Solve a sanitary problem
2. Protect a drinking water supply
3. Provide surface water protection (ie: ponds, critical natural resources)
4. Convenience and aesthetics
5. Economic development

Another component of the needs assessment is to complete a future needs/buildout plan. All communities will grow and change. It is hard to predict, therefore a general standard is to maximize the potential buildout. He noted that you may want to assess vacant lots as well as review existing lots for redevelopment. Some communities adopt a “growth neutral” stance.

This assumes that the growth pattern will remain with whatever the Title V permits allow per acre.

Cost Issues – The economies of scale do apply: the larger the system - the greater the cost savings.

#### Basic Costs of Waste Water Treatment Systems

Collection	60-70%
Transit	
Treatment	25%
Transit	
Disposal	5%

Mr. Giggey explained that the capital costs and operating and maintenance costs are within the collection percentage. The density of the area, the overall volumes, and distance from home/business to the treatment site are key factors in the planning for collection.

Treatment costs can vary depending upon the type of final product the community desires. For example, some treatment systems produce a level of water that can be re-used for irrigation purposes. Others are designed to remove certain nutrients depending upon the resource area / environmental requirements.

Disposal, although it comprises a low percentage in the overall cost, can often drive the entire effort. The location of the leaching field is a critical component. If the location for the disposal is near a sensitive area then it will have an impact on the treatment.

Mr. Giggey mentioned that the downtown area of Hamilton would most likely have to compartmentalize the development of a waste water treatment facility due to the presence of the potential development and location of the train tracks.

The HDC was interested in what the overall planning costs for a consultant were. Mr. Giggey explained that a town wide waste water treatment plan cost roughly \$250 K. He also noted that a Needs Assessment begins at \$20 K but can range from \$50-100 K depending on the level of engineering added to the research.

The Board also discussed the potential for financing of these systems. He noted that there are a few grant/loan programs available. Bonding for systems ranges in the 2-3% range depending upon the rating for the community. He also stated that ultimately some level of direct investment from users is needed: such as, betterments for primary users and a general tax on the community. Establishing a fair ratio is an important part of the planning process.

R. Mitchell stated his interest in developing a scope of services to continue the dialogue with experts. He supported the development of a waste water treatment plan for the downtown and public outreach efforts.

#### HDC Organizational Issues

1. Downtown Planning Grant – The Board discussed having a postcard/mailed sent out to all residents inviting them to attend the Oct. 3, 2013 public workshop. R. Mitchell stated that he planned to write an article for the paper. B. Gisness wished to review the agenda.
2. 227 Willow Street – K. Cheetham asked the Board to review the application for a mixed use building at 227 Willow Street. The Willow Street Overlay special permit requests a recommendation from the economic development committee. The Board members generally agreed that a mixed use building in the downtown was desirable. However a majority of them were not in favor of the building's design features.
3. Town Meeting Request for Revenue – K. Cheetham distributed a draft letter to the Board of Selectmen requesting a dedication of the meals tax revenue to the HDC on an annual basis. D. Carey will make a presentation to the Board of Selectmen at the Sept. 23, 2013 meeting.

8:40 AM – The HDC meeting was adjourned.