

**Town of Hamilton
Community Preservation Committee
October 16, 2014 Minutes**

Attendees

The meeting was held at Hamilton Town Hall with the following Committee members in attendance: Tom Catalano, Jennifer Scuteri, Jay Butler, Ed Howard, Robert Preston, Nepo Trepanier, Keith Glidden, and Ray Whipple. Deborah Nippes-Mena, Finance Director was also present. With a quorum of CPC members present, the meeting was opened at 7:30pm.

Acceptance of Minutes from the September 11th CPC Meeting

Tom Catalano moved to accept the minutes from the September 11th meeting. Ed Howard seconded the motion. VOTE: Unanimous.

Payment vote on agreed upon appropriations

Deborah Mena summarized how the Committee will vote to pay bills until a new staff person is hired and authorized to pay bills by CPC. Ray Whipple moved that the Committee pay the American Legion Post: \$30,000 for the repair and replacement of windows, door and flooring; \$39,500 for repairs and replacement of windows; \$20,000 for repairs and replacement of windows and door, and residual funds of Patton playground money are being spent for an additional trolley kit \$172.78. Jennifer Scuteri seconded the motion. VOTE: Unanimous.

CPC meeting schedule

Pool planning December 11, Joint CPC meeting with Wenham CPC December 18 re: not to exceed pool cost and funding, and January 15 pool planning. A joint Selectmen's meeting on the pool will be held on October 27. Discussion ensued about using digital communication, local press and outside marquee to publicize CPC meetings on pool project.

Project/Financial updates

Town has collected \$110,000 in CPA revenue this year, state matching funds have not been received but match percentage may be known by November. Three projects closed include: Legion spending most of \$97,000 leaving fund balance on reserves at \$1,965,294 with Community Housing the highest reserve. Discussion addressed the kitchen remodel at Senior Center which has \$3,322.35 outstanding, that Finance Director Deborah Nippes-Mena will follow up on bathroom project at Senior Center to see if work has been done as well as digitizing of records at Hamilton Historical Society, and \$35,000 for Model T museum (location and structure at Public Safety Building has to be defined). Catalano moved for the CPC to close out the \$125 for the Liberty Road markers and return it to the Historic Preservation dedicated fund. Keith Glidden seconded the motion. VOTE: Unanimous.

Discussion addressed how new staff member will analyze guidelines for projects that are not moving forward (i.e., Model T building funded 2008) relative to sunset clauses and process for extensions. Also done will be cash flow projection/schedule, and modification on CPA project application form and CPC policies/guidelines. Town Meeting article appropriations are closed out after four years. Discussion ensued about Hamilton Development Corporation's purchase of

Bob McRae's property and mixed use project being investigated for the Willow Street site, and possible partnering with Hamilton Affordable Housing Trust (CPC gave \$110,000 to the Trust).

Meeting Adjournment

Howard moved to adjourn the meeting at 8:25 pm. Jay Butler seconded the motion. VOTE: Unanimous.