

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

March 1, 2017

Members Present: Bill Gisness, Tom Goodwin, Rick Mitchell, Anthony Nickas, and President, Brian Stein

Coordinator: Dorr Fox

This meeting was called to order by Brian Stein at 7:30 am with a quorum established.

Warrant

Warrant HDC 17-18 included costs for the mortgage, Harborlight, and Dorr Fox's time for a total of \$2,179.88.

Motion to approve the Warrant made by Rick Mitchell.

Anthony Nickas seconded.

Vote: Unanimous to approve.

Minutes

None presented

RFP for 59-63 Willow Street

Dates were discussed with March 10, 2017 being the final date for review and March 15, 2017 being the date to vote upon the RFP. The issue date would be March 17, 2017. Dorr Fox said the RFP was eligible for the central registrar posting. Commbuys would be added for free. Banker and Tradesmen included different costs for various sized ads. The Corporation decided that a 3/9th of a page for \$410 was the best solution. The posting in the Salem Evening News would also incur a cost. The RFP would be posted on the website.

The pre bid conference would be on April 6, 2017 at 10:00 am. April 25, 2017 would be the deadline for submitting questions with discussion ensuing on April 26, 2017. Question responses would be provided on May 9, 2017. Proposals would be due on May 9, 2017. The meeting to discuss proposals would be on May 10, 2017. The contract would be awarded by June 30, 2017.

Members of the Corporation discussed the need and timeline of residential input. It was agreed that an attorney would opine regarding proprietary information of proponents and their proposals. There would be a RFP security of \$2,500. The bond would be determined by the attorney.

Brian Stein was notified that a possible bidder had asked Meridian Engineering if the building could be flipped to have the building closer to Railroad Ave. Mr. Stein noted that he had talked

to the Board of Health about offsets for separations of septic and stormwater, which were determined to be good.

Downtown Improvements.

Brian Stein said he would talk to Jeff Hubbard about flowerpots in the downtown area. Mr. Hubbard had talked about the Hamilton Wenham Garden Club taking care of the flowerpots in downtown. No proposal had been presented yet. The estimate would be under \$5,000.

Members of the Corporation discussed merchant meetings, which had met occasionally. Branding was something that needed to be worked on collaboratively. Anthony Nickas said the town was about green space and commercial uses and how they coexisted. Brian Stein noted the Nordic Trails and walking trails and how their initiatives could benefit the downtown. The symbiotic relationship between relaxation and recreation was discussed.

New/Old Business

The new bakery on Bay Road would open in April. Café Shishco had opened and was doing well.

Motion to adjourn made by Rick Mitchell.
Seconded by Anthony Nickas.
Vote Unanimous to adjourn at 8:18 am.

Prepared by:

Marcie Ricker

Attest Date