

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

MEMORIAL ROOM, HAMILTON TOWN HALL

October 31, 2018

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

Members Absent: Anthony Nickas

Coordinator: Dorr Fox

Brian Stein called the Hamilton Development Corporation (HDC) meeting to order at 7:31a.m. with a quorum present.

Warrant for Bills

Mr. Stein presented two warrants: HDC-1909 for \$8,915.95 and HDC-1910 for \$157.57. The first included approximately \$5,800 for the services of landscape architects Carol Johnson, as well as minute taker's time and the mortgage. The second invoice was for reimbursement (mileage) for Carol Johnson.

Bill Gisness made a motion to approve payment of warrants HDC-1909 and HDC-1910. Tom Goodwin seconded the motion. The HDC voted unanimously among those present (4-0) to approve the motion.

Approve Minutes for Oct. 17, 2018

Mr. Goodwin had one edit: the name in the second paragraph on page 2 should read "Tim Ford" not Tom Ford.

Mr. Stein made a motion to approve the meeting minutes of Oct. 17 minutes as modified. Mr. Goodwin seconded the motion. The HDC voted unanimously among those present (4-0) to approve the minutes.

59/63 Willow St.

Mr. Stein said he received a text from Scott Remsen with a bid of \$2,250 for taking the nuisance tree down, which was discussed at previous HDC meetings with abutter Anthony Passaretti, 85 Linden St. Mr. Remsen's bid was far lower than the other two bids and the HDC has used Mr. Remsen's services in the past. They weren't sure if Mr. Remsen would be

taking the wood. He said he can do the work from the HDC property and won't have to use Mr. Passaretti's driveway.

Rick Mitchell made a motion to approve the bid by Scott Remsen for \$2,250 pending receipt of a written proposal. Mr. Goodwin seconded the motion. The HDC voted unanimously among those present (4-0) to approve the bid.

Extension Agreement for Purchase & Sale (P&S) for 59 Willow St.

Dorr Fox had a newly drafted extension agreement that extends the deadline for the signing of a P&S to Jan. 11. Mr. Fox said Andrew DeFranza has said Harborlight Community Partners is still interested in pursuing a project at Willow Street for 7-9 units of family housing.

The HDC discussed that the project would mean the Hamilton Affordable Housing Trust (HAHT) would have to come up with additional \$100K-\$200K as had been discussed in the past. However, that might not be as much of a problem now that the HAHT is supposed to be receiving money from Canter Brook Estates. Mr. Fox said Harborlight was issued a check for \$300K, but \$200K will have to go back to the Community Preservation Committee (CPC) if the project doesn't happen.

Mr. Gisness commented he noticed that the HDC's loan with the bank is coming due this June. Mr. Goodwin said the bank is willing to entertain an increase in the loan and they want to see financials. Mr. Fox said they can talk with Treasurer/Collector Cheryl Booth after the meeting.

The HDC discussed they might have the cash in their account that they'll need for the permitting of the project. They thought the cost for the permitting might be in the \$50K-\$75K range, with about the same amount needed for architectural. The HDC is leaning toward permitting the project and then bidding it out.

Mr. Goodwin asked if the first step should be a market study. Mr. Gisness thought that the HDC had had a market study done before the RFP that Mr. DeFranza had responded to. The others didn't think so. They said a market study was discussed with a few people and they had gotten two proposals but hadn't proceeded with the study.

Mr. Mitchell asked if they could revive the two proposals and ask the firms to do an update. Then they will need to get an additional proposal. Mr. Fox will find them. He'll talk with Town Manager Joe Domelowicz and Director of Planning & Inspections Patrick Reffett. He said he would also talk with the MAPC (Metropolitan Area Planning Council) to solicit their recommendations.

Mr. Passaretti said years ago, the wishes of the people for a business in Town was a bakery and Honeycomb came into Town. He asked if there were another type of business people wanted to see. Mr. Goodwin thought owner-occupied businesses (dentist, doctor, lawyer) might be good.

Mr. Mitchell asked how long it would take to have a market study done. Mr. Goodwin said he was quoted two- to three months. In the meantime, Mr. Mitchell said he can help with developing a scope of services/framework for the engineering and send it around to the other members to fill in. Mr. Fox suggested funneling that through him in light of Open Meeting laws, but Mr. Mitchell didn't think it necessary. If the scope of services is under \$10K, they won't need three bids. They are going to search for the contact they have in their files, a female appraiser on Enon Street whom they had consulted previously.

Extension Agreement for Purchase & Sale for 59 Willow Street

Mr. Fox explained that the document extends the agreement for Purchase & Sale until Jan. 11, 2019.

Mr. Stein made a motion to approve the extension agreement extending the deadline for signing the P&S until Jan. 11. Mr. Mitchell seconded the motion. The HDC voted unanimously among those present (4-0) to approve the extension agreement.

The four of them signed the document.

Downtown Improvements

Due to the shortened meeting (because voting was taking place in the meeting room), there wasn't enough time to review what Carol Johnson had sent. Mr. Gisness said Carol Johnson still owes them info. regarding recommendations for funding sources. Everything else looked like it was there, he said.

Mr. Fox said he discussed State funding sources with Mr. Domelowicz. Mr. Fox said that Mr. Domelowicz didn't think that Representative Brad Hill would be able to get Hamilton any money through the State for fixing up its downtown. The State tends to focus on poorer communities and those dealing with major issues, such as damage from flooding.

New/Old Business

None.

Adjournment

Mr. Stein made a motion to adjourn the meeting at approximately 7:57 a.m. Mr. Gisness seconded the motion. The HDC voted unanimously among those present (4-0) to adjourn the meeting.

Prepared by:

Mary Alice Cookson
Mary Alice Cookson

Don Fox
Attest

11/13/18
Date