

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

MEMORIAL ROOM, HAMILTON TOWN HALL

February 6, 2019

Members Present: Brian Stein (president), Bill Gisness, and Anthony Nickas

Members Absent: Tom Goodwin and Rick Mitchell

Coordinator: Dorr Fox

Brian Stein called the Hamilton Development Corporation (HDC) meeting to order at approximately 7:45 a.m. with a quorum present.

Warrant for Bills

Mr. Stein presented a warrant for the mortgage, Harborlight Community Partners' maintenance, and HDC minutes.

Bill Gisness made a motion to approve payment of Warrant HDC-1917 in the amount of \$4,993.95. Anthony Nickas seconded the motion. The HDC voted unanimously among those present (3-0) to approve the Warrant.

59/63 Willow Street

Mr. Stein said he received an email from the man putting together the market study who had wanted more info., which he supplied. HDC members discussed they were happy with the Salem Five appraisal of the property.

Mr. Gisness asked Mr. Stein if he had seen the sign the tenant put up advertising his law firm, which is quite large. He wondered if it met the zoning bylaws and if the tenant had obtained approval to put it up. Mr. Stein said the man had asked him about it, but didn't think he had gotten approval per se. All he did was change the panels to the existing sign that had read Mac's Shoe Repair. That sign had been faded so it wasn't as noticeable. They will wait and see if they get comments. Mr. Stein noted the Planning Board is currently reviewing the signage bylaw.

Approve Minutes—Jan. 23

The HDC postponed voting on the minutes vote until the next meeting, as Mr. Nickas hadn't attended the Jan. 23 meeting.

Downtown Improvements

Mr. Gisness thanked Dorr Fox and Mary Alice Cookson for bringing in downtown business owners to the Jan. 23 meeting and said he thought it went well. Mr. Stein said Selectman Jeff Hubbard had commented on it at the BOS meeting, saying it was a good turnout and he heard the business owners say they wanted small things, like sidewalks, period lighting, trees and plantings. Mr. Stein commented that new sidewalks aren't all that small since they are expensive. He added in his comments to the Selectmen that the HDC was working to try and get business owners to organize and meet more often.

Mr. Gisness asked whether Mr. Fox should send out emails to the business owners thanking them for attending the meeting. Mr. Stein agreed it was a good idea. Mr. Gisness also asked about putting something in motion regarding signage, which was one of the ideas brought up at the meeting. The HDC members discussed potential locations for the signs, such as at the train station (there is an announcement board at the train ramp), the green space outside the bank on the corner, or the Connolly's Pharmacy wall. The sign would include a map of the local businesses. Mr. Stein said he will talk with Chris Connolly, owner of the pharmacy. Ms. Cookson suggested checking out the setup Gloucester has for keeping its printed maps of shops and walking trails.

Mr. Fox said he will contact Tim Neill at Allied Conservation about supplying the map, which was drawn and had digitized. First, they decided they should figure out where the sign(s) should be located. Mr. Fox will contact Linda Meiggs of The Shoppes at Hamilton Crossing to find out where her property lies vs. that of the MBTA.

Ms. Gisness also posed the idea of putting in a request for a handicapped parking spot in front of the spa and consignment shop (as these businesses had requested), as well as putting in a request for two-hour parking extending down Railroad Ave.

Mr. Gisness suggested sending the business owners a monthly email to notify them about what the HDC is working on and has accomplished.

Mr. Stein said Town Manager Joe Domelowicz brought up at the BOS meeting that he's going to start sending out a newsletter that residents can opt into and perhaps the HDC can contribute to. Mr. Gisness suggested the HDC might consider sponsoring a website that would list all the activities going on in Town. There are a number of tournaments that could draw people to the area, who could then eat and shop downtown after the events. Mr. Nickas noted they would need someone to keep it up to date and make sure it's useful. Ms. Cookson volunteered to help with the content. Mr. Stein said they needed to be careful about sponsoring things that aren't within their purview.

Regarding permitting food suppliers for events, Mr. Fox said he contacted Roberta (Bobbie) Cody, who handles inspections for the Board of Health, and she said she was opposed to the

idea of a license that covered a blanket number of events because the inspections need to be current and take place before the events. Some towns do have a point person (such as someone on the Chamber of Commerce) who coordinate things in advance for the business peoples' side. Mr. Stein said ideally someone within Hamilton's merchants group who knew about food service could oversee it.

Mr. Gisness said he thought the HDC should focus on accomplishing some of the smaller goals and then perhaps someone down the road would like to organize a community block party or other event.

Mr. Fox said he would send out the email to the business owners today and also spread the word to have people send him their contact info. Ms. Cookson said they have 33 email addresses and 64 regular addresses on the spreadsheet. They can probably obtain the rest of the email addresses by checking websites.

New/Old Business

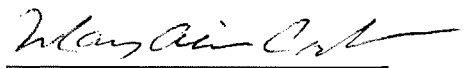
Mr. Gisness asked to review the civil engineering Scope of Services. He confirmed the project would just need site plan approval not a special permit. He suggested adding the language "20 to 25 condos or apartments." They will want floor plans, elevations, lighting, and a rendering. He wondered about coordinating with the attorney and civil engineer. He asked the number of meetings that would need to be attended, such as going in front of the Planning Board and Board of Health and meeting with the neighbors and HDC. They discussed that the budget should include 3 meetings with the HDC and about 3 to 4 with the boards and neighbors. They expect the plan won't "slide through." For the attorney, Mr. Stein said that did want a zoning analysis and did want the attorney to file the application to the Planning Board for site plan approval. Also the attorney would be presenting to the Planning Board and perhaps participate in the meetings with the HDC. Mr. Nickas said the attorney would probably bill hourly, but can provide a range for the project.

Mr. Fox pointed out that Charlie Wear had thought 20 units was pushing it in terms of what the septic could handle. Mr. Stein said the range was 20-24 bedrooms. They discussed that they wanted the max that they can get there.


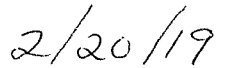
Adjournment

Mr. Gisness made a motion to adjourn the meeting at approximately 9:25 a.m. Mr. Nickas seconded the motion. The HDC voted unanimously among those present (3-0) to adjourn the meeting.

Prepared by:



Mary Alice Cookson

Attest Date