

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

Memorial Room, Hamilton Town Hall, 577 Bay Road .

September 4, 2019

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2019 OCT -2 AM 9:34

HDC Members Present:	Rick Mitchell (President), Bill Gisness, Anthony Nickas, and Brian Stein
HDC Members Absent:	Tom Goodwin
Associate Members Present:	Angela Arvanites
Associate Members Absent:	Chad Smith
Coordinator:	Dorr Fox

Rick Mitchell opened the Hamilton Development Corporation (HDC) meeting at 7:32 a.m.

**Warrants for Bills**

Mr. Mitchell presented Warrant HDC-2006 in the amount of \$3,360.95 for the mortgage, Harborlight Community Partners' maintenance fee, and Mary Alice Cookson staff time.

Brian Stein made a motion to approve Warrant HDC-2006 in the amount of \$3,360.95. Anthony Nickas seconded the motion. The HDC voted unanimously among those present (4-0) to accept the motion.

**Approve Minutes—Aug. 21, 2019**

Bill Gisness discussed with Dorr Fox that he hasn't been getting his Town email.

Mr. Stein made a motion to approve the Aug. 21 minutes. Mr. Nickas seconded the motion. The HDC voted (4-0) to approve the minutes.

**59/63 Willow Street**

Mr. Mitchell said they were waiting on final design. On Sept. 10 the consultants will go before the Planning Board for a preliminary meeting. At that time, the Planning Board will offer general comments on the design so the consultants may address any key issues. Mr.

Fox said he expected the consultants to attend the next HDC meeting in two weeks. Mr. Mitchell said at that time he assumes they will have the project 95% complete.

Mr. Gisness asked whether the consultants will have discussed the project with Police, Fire, Board of Health, etc. Mr. Mitchell said he thought so, and then the first neighborhood meeting with the abutters would be taking place toward the end of the month. Mr. Stein said that would occur after the application for site plan review was submitted.

Mr. Mitchell said he was interested in speaking with Attorney Jill Mann to find out what the outreach to the abutters will be. He wants to make sure they have the broadest possible inclusion of people participating in the process. He will also talk with Tony Passarretti about neighborhood outreach. Mr. Fox said he can generate an abutters' contact list.

In other matters, Mr. Fox said the 63 Willow St. utility bill ~~which~~ was supposed to have been transferred into the new tenants' names. That was not done. Also, no September rent check (which was due Sept. 1) had been received.

### **Downtown Improvements**

Angela Arvenites and Mr. Mitchell will meet with the Board of Selectmen (BOS) on Sept. 9 to give a presentation that will include a look at the HDC's new webpage. There was concern to make sure that the Town Hall projector is up and working by then. Ms. Arvenites said there will be representation at that meeting from Shop Local HW to discuss what they've been doing and what they are planning.

Mr. Mitchell asked for an update on the holiday event planned by Shop Local HW for the Saturday after Thanksgiving. She said the businesses want to hire a trolley that will make different stops transporting people to the various events going on in Hamilton and Wenham. There will be a tree lighting, visit from Santa Claus, and music in conjunction with the Community House. They hope to shut down Railroad Avenue for a couple of hours that day for the event. There was a discussion on who would take on the Santa role, perhaps Town Moderator Bill Bowler.

Mr. Gisness inquired about the events that took place in Town this past weekend: a wiffle ball tournament and horse show at Myopia. He wondered if the businesses and restaurants had seen an influx. There was discussion about how to keep the commercial space in Town open to retailers specifically (as opposed to just business owners wanting office space). They are concerned about attracting and keeping shoppers coming to the area. Ms. Arvenites said she had heard HWCAM would be occupying a space that was recently vacated by a retailer.

**New/Old Business**

Mr. Fox said he is waiting for the insurance agent to get back to him about insurance for the downtown holiday event, as the HDC has agreed to cover the cost of that.

Mr. Mitchell asked Mr. Fox (who is retiring) if he might generate a list of contacts for use by whoever is taking over for him. Mr. Fox's last HDC meeting will be Sept. 18, but he said he plans on also preparing the warrant for the Oct. 2 meeting.

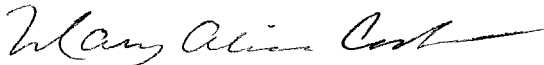
Mr. Gisness initiated a discussion about other large housing projects currently happening in Town. Two large projects that had been proposed in the Town's recent history were withdrawn (at Longmeadow and on land formerly owned by Gordon-Conwell Theological Seminary). An affordable housing project of seven units on Asbury Street is currently being looked at to be developed by Habitat for Humanity.

On Sept, 19, the Planning Board is introducing the updated housing element of the master plan.

**Adjournment**

Mr. Stein made a motion to adjourn the meeting at 7:55 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

~~-Attest-~~

10-2-19

Date

