

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

Memorial Room, Hamilton Town Hall, 577 Bay Road

January 8, 2020

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

Rick Mitchell called the Hamilton Development Corporation (HDC) meeting to order at 7:57 a.m. The meeting started late because the HDC was waiting for a quorum, which they had when Brian Stein arrived. Mr. Mitchell reviewed the agenda and said they would not be discussing the budget because Treasurer Anthony Nickas was not present.

**59/63 Willow Street**

Mr. Mitchell reviewed the feedback he had received regarding the RFP [Request for Proposal] he had distributed—that it is fine to leave in the \$1M purchase price, the \$50K deposit, and the language as it exists. Both Tom Goodwin and Chad Smith had said that if a developer doesn't think the project is worth that, they will tell them and come in with another bid. Mr. Smith had looked at the numbers and found them to be very tight. He said the most attractive deal might be an all-cash deal. Mr. Goodwin agreed.

**Warrant for Bills**

Mr. Mitchell presented Warrant HDC-2012 in the amount of \$30,286.07, which included Town of Hamilton real estate taxes, the mortgage, SV Design services, third-party consultant services, HDC staff work, Harborlight Community Partners' maintenance fee, and utilities.

There was a discussion of what was spent so far for consulting on the project and it is close to \$100K. Mr. Stein asked if that were including what was on the current warrant. They weren't sure.

**Decision:**

Tom Goodwin made a motion to approve Warrant HDC-2012 in the amount of \$30,286.07. Brian Stein seconded the motion. The HDC voted unanimously among those present (3-0) to approve the warrant.

**59/63 Willow Street (Continued)**

**— SV Design Contract Amendment**

Mr. Mitchell noted that SV Design had prepared the Foundation Plan for the project. The next step is for SV Design to act as the entity to submit the building permit application to the Town of Hamilton and forward the documentation to the Building Inspector. For that service, they are proposing a fee not to exceed \$1,000. The second step is for the HDC to approve another \$1,000 appropriation, which is an estimate of the permitting costs for the foundation. Mr. Mitchell asked for two motions by the HDC, one for the contract amendment and the other for the foundation permit.

**Decisions:**

Mr. Stein made a motion that the HDC approve the contract amendment for SV Design of up to \$1,000. Mr. Goodwin seconded the motion. The HDC voted unanimously among those present (3-0) to approve the motion.

Mr. Goodwin made a motion that the HDC approve the allocation of \$1,000 for the estimate of permitting costs to the Town of Hamilton for the project's foundation. Mr. Stein seconded the motion. The HDC voted unanimously among those present (3-0) to approve the motion.

**Budget**

No discussion.

**Downtown Improvements**

No discussion.

**Approve Minutes—Dec. 18, 2019**

Mr. Goodwin made a motion to approve the Dec. 18, 2019 minutes. Mr. Stein seconded the motion. The HDC voted unanimously among those present (3-0) to approve the minutes. [\*Note: The minutes were incorrectly labeled on the agenda as Dec. 4 instead of Dec. 18.]

**New/Old Business**

Georgia Reath, the new tenant at #63 Willow St., will be submitting receipts for supplies to be reimbursed to her.

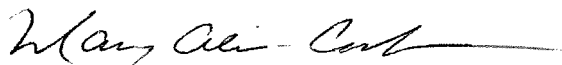
The next HDC meeting will be Jan. 22 at 7:30 a.m.

Mr. Mitchell will also meet informally with Board of Selectmen Chair Jeff Hubbard to introduce him to the HDC Associate Members Mr. Smith and Angela Arvenites in preparation for them assuming the role as HDC members when Mr. Gisness and Mr. Goodwin step down.

**Adjournment**

Mr. Goodwin made a motion to adjourn the meeting at 8:07 a.m. Mr. Stein seconded the motion. The HDC voted unanimously among those present (3-0) to adjourn.

Prepared by:

  
Mary Alice Cookson

1-22-2020  
Date

