

HAMILTON BOARD OF SELECTMEN
MINUTES OF TOWN MANAGER GOALS MEETING
Patton Homestead, 650 Asbury St., Hamilton, MA
& via Teleconference
September 12, 2020

Hamilton Selectmen (Participating In Person): Shawn Farrell, William Olson, Rosemary Kennedy, and Jamie Knudsen
Hamilton Selectmen (Participating Remotely): Darcy Dale
Town Manager (Participating In Person): Joe Domelowicz

Call to Order; Pledge of Allegiance

Hamilton Board of Selectmen (BOS) Chair Shawn Farrell called the meeting to order at approximately 9 a.m. The Town Manager Goals meeting was a hybrid meeting with four Selectmen (Shawn Farrell, William Olson, Rosemary Kennedy, and Jamie Knudsen) attending the meeting at the Patton Homestead and one (Darcy Dale) participating via Zoom. The Pledge of Allegiance was recited.

Public Comment

None.

AGENDA

Discussion of Town Manager and Selectmen Goals for the Next Year

The following is the list of goals that Town Manager Joe Domelowicz had sent to the BOS for the purpose of the discussion:

Financial policies
Committee reappointments
Myopia land lease agreement
Gordon-Conwell Theological Seminary Task Force reformed
Capital Committee—fine-tuning the process and projecting revenues
EOW (every other week) Casella contract for trash collection
Promote composting
Annual report

Patton Homestead
Chebacco Road
Master Plan/Downtown Improvements
Town Hall
Another cell tower
Ameresco
Health reorganization
Improving the website
Proactive communications
Improving interactions with the school

The following is a list of goals discussed and approved by the BOS at the meeting:

Town Manager/BOS Goal Session September 2020

Citizen's Petition Policy
Waste Policies—Review Cassella Contract, Composting Policy
Road Acceptance Policy/Bylaw
Downtown Improvements—branding, sidewalks, zoning
Water-well exploration, plant upgrades, hydrants
Financial Policies
Communication—website improvement, communication among boards and committees, outreach to citizens, Instagram, Twitter, etc.
Board Binders
Paperless Initiative
Cell Tower at Town Hall, Additional Cell Tower Sites, PSB etc.
Solar Array—finish at landfill, start/finish at PSB, etc. Report/Summary of projects
Chebacco Road Paving
Review Town-Owned Property
Health Department Reorganization
Regional IT Initiative
Gordon-Conwell Theological Seminary (GCTS) Task Force
GCTS Affordable Housing
Litigation—Focus on mediation and other strategies to keep legal costs down
Assist Planning Board with flexible zoning
Schooling Field Lease
Master Plan Update
Assist Town Hall Buildign Committee (THBC) with Preso and sharing of Information
Patton Homestead Direction—Work with PHI to generate funding/stability, finalize lease with Incubate on office space, bathroom improvements
Bi-Weekly Report
Prepare voters for STM/ATM Decisions
Financial Reporting FY'20 Summary and Prior-Year Comparisons
Maintain 3-Year Forecast and 5-Year Capital Plan
Plan FY'21 Budget (Goals, Calendar)

Improve Town Budget document with the Financial Director
Facilitate bringing combining Pool and Recreation Revolving Funds to Town Meeting
Conduct Department Head Yearly Reviews and help Department Heads do the same with their direct reports
Have Department Heads make regular reports to the BOS
Union Negotiations
Downtown Parking Study
Hamilton Wenham Schools Regional Agreement
Oversight Policy

Discussion of Metrics for Evaluating the Town Manager

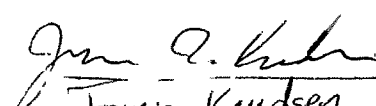
To be discussed at a future meeting.

Set Schedule for Completing Review of the Town Manager

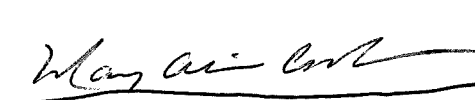
To be discussed at a future meeting.

Adjournment

Ms. Dale made a motion to adjourn the meeting for the Hamilton BOS at approximately noon. Ms. Kennedy seconded the motion. A roll call vote was taken with "ayes" from Mr. Farrell, Mr. Olson, Ms. Kennedy, Ms. Dale, and Mr. Knudsen, (5-0) unanimous.

 11/25/2020

Jamie Knudsen
Board of selectmen Clerk

 11/25/20

MARY ALICE COOKSON
BOS MINUTES SECRETARY