

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

2020 DEC -8 AM 11: 50

Conference Call

October 7, 2020

HDC Members Present: Rick Mitchell (President), Anthony Nickas, Brian Stein, and Anthony Passaretti (Associate Member)

HDC Members Absent: Chad Smith and Angela Arvanites

HDC Coordinator: Mary Alice Cookson

Other Town Staff Present: Pat Shannon, Assistant to the Town Manager

** Note: All of the above participated via remotely via conference call. The conference call number was published on the posted public agenda.*

Chair Rick Mitchell opened the Hamilton Development Corporation (HDC) conference call/meeting at 9:03 a.m. and reviewed the agenda.

Warrant for Bills

Mr. Mitchell presented Warrant HDC-2105 for \$5,918.65, which included invoices for the mortgage at 59/63 Willow St., Nunan Florist hanging baskets' maintenance, Harborlight Community Partners' maintenance, and staff (Mary Alice Cookson).

Brian Stein made a motion to approve Warrant HDC-2105 in the amount of \$5,918. 65. Anthony Nickas seconded the motion. A roll call vote was taken with "ayes" from Mr. Nickas, Mr. Stein, and Mr. Mitchell, (3-0) unanimous among those present.

Mr. Mitchell took a roll call. Present were Mr. Mitchell, Mr. Stein, Mr. Nickas, and Anthony Passaretti. Also on the call were Selectman/Board of Selectmen Liaison Jamie Knudsen and Pat Shannon, Assistant to the Town Manager.

Approve Minutes— Sept. 2, 2020

Mr. Passaretti had one correction to the minutes: Under the Potential Easement discussion, the reference to David Wanger reaching out to the abutters of the 59/63 Willow Street project should have been attributed to David Traggorth of Traggorth Companies LLC.

Decision:

Mr. Stein made a motion to approve the Sept. 2, 2020 meeting minutes as amended. Mr. Nickas seconded the motion. A roll call vote was taken with “ayes” from Mr. Nickas, Mr. Stein, and Mr. Mitchell, (3-0) unanimous among those present.

Update on 59/63 Willow Street

Traggorth Companies LLC Funding Update

Mr. Mitchell said he was in contact with developers Mr. Traggorth and Mr. Dan Hubbard last week. They expect a decision from the Department of Housing and Community Development (DHCD) within the next couple of weeks. Mr. Mitchell had suggested having State Representative Brad Hill or State Senator Bruce Tarr re-contact DHCD’s Undersecretary Jennifer Maddox to reiterate support for the project; Rep. Hill agreed to do that.

Toy Shop

Angela Arvanites was not on the call to give an update, but Mr. Mitchell said he believed her intent was to open her shop soon. Mr. Mitchell added that Ms. Arvanites’ husband, who is in the construction business, found a roofer to look at the roof repair job at 63 Willow St. Mr. Mitchell said he assumes it will be a relatively small repair.

Downtown Business

Parking Study

Mr. Mitchell said he understands from Director of Planning & Inspections Patrick Reffett that the contracts for the consultants doing the parking study were signed. Mr. Reffett is in the process of identifying people to serve on the Parking Study Committee. Mr. Mitchell said that Mr. Passaretti or his wife may be contacted.

Holiday Wreaths Proposal

The HDC reviewed Nunan Florist’s proposal to install (23) 24-inch balsam wreaths with dark red bows at \$30 apiece (\$690) plus \$450 for the installation. The total cost is \$1,100.40, which is the same design and amount as last year. Mr. Nickas confirmed the expense was budgeted.

Mr. Nickas asked when the wreaths would go up; Ms. Cookson estimated sometime before Thanksgiving, but said she would check with Nunan. Mr. Mitchell said it is usually the second week of November.

Decision:

Mr. Nickas made a motion to approve Nunan's Proposal for the Holiday Wreaths at \$1,140. Mr. Stein seconded the motion. A roll call vote was taken with "ayes" from Mr. Nickas, Mr. Stein, and Mr. Mitchell, (3-0) unanimous among those present.

New Business

Mr. Nickas asked Ms. Cookson if she could have the Finance Department run a budget report so it may be reviewed at the next meeting. She said she would ask for it today.

Followup on Business Directory/Shop Local Campaign

Mr. Mitchell said Natalie Bowers, who shepherded the Business Directory project, had indicated that Shop Local HW was following up its mailing with a Facebook reinforcement campaign to highlight the businesses in the directory. Mr. Stein said overall, he had heard good feedback about the mailing.

New Business (Continued)

Mr. Mitchell said the HDC should be looking at next steps should the decision on the Traggorth funding proposal be positive. For example, they should look at how they might invest in the commercial district.

The next HDC meeting was set for Nov. 4 at 9 a.m.

Ms. Cookson brought up whether the HDC's P.O. Box should be closed and the address changed to Town Hall. The cost of the box is \$114 for the year. Former HDC President Brian Stein said he thought there might be some reason for having the P.O. Box. Mr. Mitchell said he would discuss it with the HDC's attorney. Ms. Cookson noted the P.O. Box fee was due by Oct. 31, which would be before the next meeting. Mr. Mitchell said he could pay it if necessary and seek reimbursement.

Adjournment

Mr. Stein made a motion to adjourn the meeting at 9:18 a.m. Mr. Stein seconded the motion. A roll call vote was taken with "ayes" from Mr. Stein, Mr. Nickas, and Mr. Mitchell, (3-0) unanimous among those present.

Prepared by:

Mary Alice Cookson

11-4-2020

Mary Alice Cookson
HDC Coordinator

Date