

**TOWN OF HAMILTON  
MEETING MINUTES**

**BOARD/COMMITTEE NAME:** Hamilton Human Rights Commission

**DATE OF MEETING:** AUGUST 17, 2022

**MEETING LOCATION**

Join Zoom Meeting

<https://us02web.zoom.us/j/81082157970?pwd=RG5tTU9QQjI3SzVKbWJDeVVwcGswQT09>

Meeting ID: 810 8215 7970

Passcode: 652832

**DATE OF ACCEPTANCE:** September 21, 2022

**Attendees:** Town Manager Joe Domelowicz, Police Chief Russell Stevens, Student Member Maya Beach, Anne Brady, Jared Hughes, Jamie Knudsen, Nancy Stehfest, Alaina Walsh, Theresa Woodbury.

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**1, Call to Order**

Meeting was called to order by Chair Brady at 5:01 PM.

**2, Public Comment**

There were no questions or comments at this time.

Chair Brady noted the attendance of two candidates for HRC open positions, Fay Ciaramitaro and Matthew Hamel.

**3, Consent Agenda**

Approval of Minutes from July Meeting

No discussion.

Motion: *To approve the minutes to the July 2022 meeting.*

Made by: J. Knudsen

Seconded by: A. Walsh

Result: On a roll call vote the motion passed. Abstaining: J. Hughes, N. Stehfest, R. Stevens

**4, Check in on Patton Park Master Planning/Reflection and Sensory Garden**

J. Domelowicz indicated documents are in draft form and being reviewed.

**5, Town swearing-in process discussion**

J. Hughes discussed research he has done regarding Massachusetts General Laws relating to swearing in process. Shared draft letter to Select Board regarding swearing-in process. J. Hughes will reach out with Clerk to learn about current process.

Motion: *To approve letter to be sent to the Select Board. J. Hughes will reach out to Clerk prior to submitting to Select Board.*

Made by: J. Knudsen

Seconded by: A.

Brady Result: On a roll call vote  
the motion passed

### **6, Discussion of potential quick response team**

N. Stehfest discussed purpose of creating a document to quickly respond to incidents in the community. Sub- committee formed to work on draft language. Sub-committee: A. Brady, J. Domelowicz, J. Hughes and N. Stehfest. Draft document will be presented at September meeting.

### **7, Discussion of formalizing templates for posters for events**

M. Beach discussed use of Google Drive to archive documents from past events to be utilized for planning future events.

### **8, Q & A with Commission Candidates**

Hamilton residents Fay Ciaramitaro and Matthew Hamel answered questions from Committee members and spoke of their backgrounds in support of their candidacy to serve on the Human Rights Commission. Chair Brady thanked the candidates for attending the meeting.

### **9, New Business for future meetings**

- Liaison for Wenham Human Rights Committee
- Quick response notice review

### **10, Adjourn**

*Motion for adjournment*

Motion made by: J. Knudsen.

Motion seconded by: J. Hughes

Result: On a roll call vote, the motion carried unanimously,

### **Documents Discussed at Meeting**

- Draft Meeting Minutes of 07-2022 HRC Meeting
- Draft Recommendation to Change Town Swearing-in Language
- Draft template of Quick Response template

Minutes prepared by Nancy Stehfest

*Respectfully submitted as approved at 09-21-2022 meeting.*

*Nancy Stehfest, Clerk*