



# Town of Hamilton Select Board Monday, March 20, 2023

- Shawn Farrell,  
Chair
- Jamie Knudsen
- Caroline Beaulieu
- Tom Myers
- Bill Olson

7:00 PM  
Hamilton Town Hall, Memorial Room  
577 Bay Road, Hamilton, MA

## AGENDA

**The Select Board will continue to utilize Zoom to allow for a hybrid meeting environment, to make the meetings more accessible:**

### Join Zoom Meeting

<https://us02web.zoom.us/j/85389505861?pwd=cVgzT29nVW9GdGo4QkxLV1NBb3hsZz09>

Meeting ID: 853 8950 5861

Passcode: 668020

One tap mobile

+19292056099,,85389505861#,,,,\*668020# US (New York)

+13017158592,,85389505861#,,,,\*668020# US (Washington DC)

### Dial by your location

+1 929 205 6099 US (New York); +1 301 715 8592 US (Washington DC)

+1 305 224 1968 US; +1 309 205 3325 US

7:00 p.m.	Call to order - Memorial Room Pledge of Allegiance
7:05 p.m.	<b>Public Hearing of the Hamilton Licensing Board (Select Board)</b> <ul style="list-style-type: none"> <li>• Public Hearing, discussion and vote on Application of Turnbuckle LLC d/b/a Honeycomb at 248 Bay Rd., Hamilton, MA 01982 for a License for On-Premises Sale of Beer &amp; Wine.</li> </ul>
<b>ANNOUNCEMENTS &amp; BOARD OPENINGS</b>	
	<b>Board and Committee openings:</b> <ul style="list-style-type: none"> <li>• Historic District Commission – 2 openings (Board of Realtor and At-Large)</li> <li>• Conservation Commission – 1 opening</li> <li>• Human Rights Commission - 1 opening (Housing Authority)</li> <li>• Hamilton Environmental Impact Committee – 1 opening</li> <li>• Hamilton Council on Aging – 1 Associate member opening</li> </ul>
	<b>Public Comment (3 minutes on topics not already on the agenda)</b>
	<b>Select Board Members/Town Manager Reports</b> <ul style="list-style-type: none"> <li>• Introduction of Finance Director Wendy Markiewicz</li> <li>• Town Clerk Carin Kale to report on upcoming Town Elections</li> </ul>
<b>CONSENT AGENDA</b>	
	<ul style="list-style-type: none"> <li>• Approve Request for Little League Banners at Patton Park</li> <li>• Approve Youth Football Request for Banner on Tennis Courts fence</li> </ul>

Items may be heard out of the listed order. The agenda items listed are those items which were reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed on the agenda may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

## AGENDA

- |  |  |
|--|--|
|  | <ul style="list-style-type: none"><li>● Amend Power Purchase and Lease Agreements for Chebacco Road Solar LLC, Discuss and Vote – Vicky Masone, Energy Manager</li><li>● Adopt proposed fee structure for Electric Vehicle charging stations, Discuss and Vote – Vicky Masone, Energy Manager</li><li>● Review amended plan for Town Hall Renovations and Code Compliance with LLB Architects – Tim Olson, Public Works Director</li><li>● Schedule a Special Town Meeting for June 2023, Discuss and Vote - Joseph Domelowicz, Town Manager and Public Works Director Tim Olson</li><li>● Review Patton Park Master Plan Report with CBA Landscape Architects – Sean Timmons, Recreation Director</li><li>● Review and Finalize Annual Town Meeting Script - Joseph Domelowicz, Town Manager</li><li>● New Business<ul style="list-style-type: none"><li>○ Town Manager review document and timeline</li><li>○ Discuss re-scheduling second Select Board meeting in April</li></ul></li></ul> |
|--|--|



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

HAMILTON

City/Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/Directors/LLC Managers
- Change of Ownership Interest (LLC Members/LLP Partners, Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

APPLICANT INFORMATION

Name of Licensee:  DBA:

Street Address:  Zip Code:

Manager:

Granted under Special Legislation? Yes  No

If Yes, Chapter  of the Acts of (year)

Type:  (i.e. restaurant, package store)

Class:  (Annual or Seasonal)

Category:  (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES

Complete description of the licensed premises

2 floors - 1st floor (1800 sq.ft.) of dining space, 600 sq. ft. kitchen; Basement (1500 sq. ft.) for storage and prep.  
Seating Capacity 28, Occupancy Number 40

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date  Time

Advertised Yes  No  Date Published  Publication

Abutters Notified: Yes  No  Date of Notice

Date APPROVED by LLA  Decision of the LLA

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:  
Seller License Number:  Seller Name:

The Local Licensing Authorities By:

Hamilton Select Board  
Shawn Farrell, chair  
James Knudsen  
Caroline Beaudieu  
Thomas Myers  
William Olson

Alcoholic Beverages Control Commission  
Ralph Sacramone  
Executive Director



**NEW LICENSE**

To apply for an alcoholic beverages retail license, you will need the following:

- ✓ \$200 Fee paid online through our online payment link: **ABCC PAYMENT WEBSITE**
- ✓ Monetary Transmittal Form
- ✓ New Retail Application
- ✓ Manager Application
- ✓ Vote of the Entity
- ✓ Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth
- ✓ **CORI Authorization Form** Complete one for each individual with financial or beneficial interest in the entity that is applying AND one for the proposed manager of record. *This form must be notarized with a stamp or raised seal.*
- ✓ **Proof of Citizenship** for the proposed Manager of Record.
- **Supporting Financial Records** for all financing and or loans, including pledge documents, if applicable.
- **Legal Right to Occupy**, a lease or deed.
- ✓ **Floor Plan** *need seating plan*
- ✓ **Abutter's Notification**
- ✓ **Advertisement**
- ✓ **Additional information**, if necessary, utilizing the formats provided and or any affidavits.
  - **Management Agreement**, if applicable, requires the following:
    - Management Agreement Application
    - Management Agreement
    - Vote of the Entity
    - CORI Forms for all listed in Section 11 and attachments

*on file in town manager's office*

*Please Note: You may be requested to submit additional supporting documentation if necessary.*

- ✓ *TIPS certificate*
- ✓ *additional insurance*
- ✓ *business plan for additional hours*
- ✓ *Tax Compliance Certificate*

# Upton Connell & Devlin, LLP

Contact for Joseph H. Devlin, Esq.  
171 High Street  
Newburyport, MA 01950  
617-514-2837  
617-514-2825

Main Office:  
112 Water Street, Suite 201  
Boston, Massachusetts 02109  
617-227-3277 (Tel)  
617-227-3222 (Fax)

February 8, 2023

Town of Hamilton Licensing Board  
577 Bay Road, P.O. Box 429  
Hamilton, MA 01936

RE: Application for a New Liquor License for Turnbuckle LLC d/b/a Honeycomb at  
248 Bay Road Hamilton, MA 01982

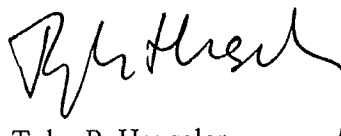
Dear Licensing Administrator:

Enclosed please find the following documents with regard to the above-referenced application:

- 1) Proof of payment to the ABCC in the amount of \$200.
- 2) New Retail Application.
- 3) Manager Application.
- 4) CORI Authorization Forms.
- 5) Proof of Citizenship.
- 6) Vote of the Entity.
- 7) Legal Right to Occupy.
- 8) Floor Plan.

Thank you very much for your time and cooperation. If you have any questions or need additional information, please feel free to call me at (401) 206-9909.

Sincerely yours;



Tyler P. Henseler

### Payment Confirmation

**YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT**

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.



**Transaction Processed Successfully.**

**INVOICE #: e4d21497-b04e-4d5b-b2d2-561d4c06fd0**

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	Turnbuckle LLC	\$200.00
		<b>\$200.00</b>

Total Convenience Fee: \$4.70

Date Paid: 2/8/2023 4:18:37 PM EDT

Total Amount Paid: \$204.70

#### Payment On Behalf Of

**License Number or Business Name:**  
Turnbuckle LLC

**Fee Type:**  
FILING FEES-RETAIL

#### Billing Information

**First Name:**  
Joseph

**Last Name:**  
Devlin

**Address:**  
112 Water St

**City:**  
Boston

**State:**  
MA

**Zip Code:**  
02109

**Email Address:**  
thenseler@ucdlaw.com



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM

APPLICATION FOR A NEW LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN  STATE  ZIP CODE

For the following transactions (Check all that apply):

- |  |   |   |   |
|--|---|---|---|
| <input checked="" type="checkbox"/> New License                        | <input type="checkbox"/> Change of Location   | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)         | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License                           | <input type="checkbox"/> Alteration of Licensed Premises  | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)  | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock)    |
| <input type="checkbox"/> Change of Manager                             | <input type="checkbox"/> Change Corporate Name  | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement               |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder       | <input type="checkbox"/> Change of Hours                              |
|  | <input type="checkbox"/> Other <input type="text"/>   |   | <input type="checkbox"/> Change of DBA                                |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL:

Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3  
 Chelsea, MA 02150-2358



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

APPLICATION FOR A NEW LICENSE

Municipality

**1. LICENSE CLASSIFICATION INFORMATION**

ON/OFF-PREMISES	TYPE	CATEGORY	CLASS
<input type="text" value="On-Premises-12"/>	<input type="text" value="\$12 Restaurant"/>	<input type="text" value="Wines and Malt Beverages"/>	<input type="text" value="Annual"/>

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

The Applicant is applying for an on premise wine and malt license in Hamilton, MA. It currently has a \$ 15 Wine and Malt Beverages package store license, which will be turned in upon approval. \*

Is this license application pursuant to special legislation?  Yes  No Chapter  Acts of

**2. BUSINESS ENTITY INFORMATION**

The entity that will be issued the license and have operational control of the premises.

Entity Name  FEIN

DBA  Manager of Record

Street Address

Phone  Email

Alternative Phone  Website

**3. DESCRIPTION OF PREMISES**

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Square Footage:	<input type="text" value="3300"/>	Number of Entrances:	<input type="text" value="5"/>	Seating Capacity:	<input type="text" value="28"/>
Number of Floors	<input type="text" value="1"/>	Number of Exits:	<input type="text" value="5"/>	Occupancy Number:	<input type="text" value="40"/>

**4. APPLICATION CONTACT**

The application contact is the person whom the licensing authorities should contact regarding this application.

Name:  Phone:

Title:  Email:



**APPLICATION FOR A NEW LICENSE**

**5. CORPORATE STRUCTURE**

Entity Legal Structure	<input type="text" value="LLC"/>	Date of Incorporation	<input type="text" value="9/14/2016"/>
State of Incorporation	<input type="text" value="Massachusetts"/>	Is the Corporation publicly traded? <input type="radio"/> Yes <input checked="" type="radio"/> No	

**6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST**

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:  
**On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers** - At least 50% must be US citizens;  
**Off Premises (Liquor Store) Directors or LLC Managers** - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
<b>Lauren R. Moran</b>	137 McKay Street, Beverly MA 01915	012660177	11/23/1984
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
Owner/ Manager	50%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<b>William G. Moran</b>	137 McKay Street, Beverly MA 01915	022684046	8/6/1982
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
Owner/ Manager	50%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached?  Yes  No

**CRIMINAL HISTORY**  
 Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.  Yes  No

## APPLICATION FOR A NEW LICENSE

### 6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality
William G. Moran	\$15 Wine and Malt	Turnbuckle LLC D/B/A Honeycomb	Hamilton
Lauren R. Moran	\$15 Wine and Malt	Turnbuckle LLC D/B/A Honeycomb	Hamilton

### 6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

### 6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled? Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

### 7. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
- If leasing or renting the premises, a signed copy of the lease is required.
- If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
- If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises

Lease

Landlord Name Edward James Kroesser

Landlord Phone 978-626-0014

Landlord Email james.kroesser@verizon.net

Landlord Address 248R Bay Road, South Hamilton, MA 01982

Lease Beginning Date 7/5/17

Rent per Month \$4000

Lease Ending Date 2/28/27

Rent per Year \$48,000

Will the Landlord receive revenue based on percentage of alcohol sales?

Yes  No

**APPLICATION FOR A NEW LICENSE**

**8. FINANCIAL DISCLOSURE**

A. Purchase Price for Real Estate	<input type="text"/>
B. Purchase Price for Business Assets	<input type="text"/>
C. Other * (Please specify below)	<input type="text"/>
D. Total Cost	<input type="text"/>

\*Other Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs);"

**SOURCE OF CASH CONTRIBUTION**

Please provide documentation of available funds. (E.g. Bank or other Financial Institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
N/A	
Total:	<input type="text"/>

**SOURCE OF FINANCING**

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
N/A			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

**FINANCIAL INFORMATION**

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

The Applicant is applying for an available on premise wine and malt license in Hamilton, MA.

**9. PLEDGE INFORMATION**

Please provide signed pledge documentation.

Are you seeking approval for a pledge?  Yes  No

Please indicate what you are seeking to pledge (check all that apply)  License  Stock  Inventory

To whom is the pledge being made?

**10. MANAGER APPLICATION**

**A. MANAGER INFORMATION**

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name  Date of Birth  SSN

Residential Address

Email  Phone

Please indicate how many hours per week you intend to be on the licensed premises

**B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?  Yes  No \*Manager must be a U.S. Citizen  
 If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime?  Yes  No  
 If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
2019	Present	Chief Product Officer	Eastern Standard Provisions	
2017	Present	Owner/ Manager	Honeycomb	Self-Employed
2011	2017	Exec. Pastry Chef	Island Creek Oyster Bar/ Row 34	Garrett Harker
2011	2017	Exec. Pastry Chef	Hotel Commonwealth/ Eastern Stand	Garrett Harker

**D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action?  Yes  No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature  Date

**11. MANAGEMENT AGREEMENT**

Are you requesting approval to utilize a management company through a management agreement?  
 If yes, please fill out section 11.

Yes  No

Please provide a narrative overview of the Management Agreement. Attach additional pages, if necessary.

**IMPORTANT NOTE:** A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*

**11A. MANAGEMENT ENTITY**

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in the management Entity (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name	Address	Phone		
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		
Name of Principal	Residential Address	SSN	DOB	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

**CRIMINAL HISTORY**

Has any individual identified above ever been convicted of a State, Federal or Military Crime?  
 If yes, attach an affidavit providing the details of any and all convictions.

Yes  No

**11B. EXISTING MANAGEMENT AGREEMENTS AND INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE**

Does any individual or entity identified in question 11A, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages; and or have an active management agreement with any other licensees?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

**11C. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE**

Has any individual or entity identified in question 11A, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

**11D. PREVIOUSLY HELD MANAGEMENT AGREEMENT**

Has any individual or entity identified in question 11A, and applicable attachments, ever held a management agreement with any other Massachusetts licensee?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Licensee Name	License Type	Municipality	Date(s) of Agreement

**11E. DISCLOSURE OF LICENSE DISCIPLINARY ACTION**

Has any of the disclosed licenses listed in questions in section 11B, 11C, 11D ever been suspended, revoked or cancelled?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

**11F. TERMS OF AGREEMENT**

- a. Does the agreement provide for termination by the licensee? Yes  No
- b. Will the licensee retain control of the business finances? Yes  No
- c. Does the management entity handle the payroll for the business? Yes  No

d. Management Term Begin Date  e. Management Term End Date

f. How will the management company be compensated by the licensee? (check all that apply)

- \$ per month/year (indicate amount)
- % of alcohol sales (indicate percentage)
- % of overall sales (indicate percentage)
- other (please explain)

**ABCC Licensee Officer/LLC Manager**

**Management Agreement Entity Officer/LLC Manager**

Signature:

Signature:

Title:

Title:

Date:

Date:

APPLICANT'S STATEMENT

I, Lauren R. Moran the:  sole proprietor;  partner;  corporate principal;  LLC/LLP manager  
Authorized Signatory

of Turnbuckle LLC  
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: Lauren R. Moran

Date: 12/9/22

Title: Manager





# Corporations Division

## Business Entity Summary


ID Number: 001239883

[Request certificate](#)

[New search](#)

Summary for: **TURNBUCKLE LLC**

<b>The exact name of the Domestic Limited Liability Company (LLC):</b> TURNBUCKLE LLC		
<b>Entity type:</b> Domestic Limited Liability Company (LLC)		
<b>Identification Number:</b> 001239883		
<b>Date of Organization in Massachusetts:</b> 09-14-2016		
<b>Last date certain:</b>		
<b>The location or address where the records are maintained</b> (A PO box is not a valid location or address):  Address: 248 BAY ROAD City or town, State, Zip code, HAMILTON, MA 01982 USA Country:		
<b>The name and address of the Resident Agent:</b>  Name: LAUREN R. KROESSER Address: 7 LEXINGTON STREET City or town, State, Zip code, CHARLESTOWN, MA 02129 USA Country:		
<b>The name and business address of each Manager:</b>		
<b>Title</b>	<b>Individual name</b>	<b>Address</b>
MANAGER	LAUREN R. KROESSER	248 BAY ROAD HAMILTON, MA 01982 USA
MANAGER	WILLIAM G MORAN	248 BAY ROAD HAMILTON, MA 01982 USA
<b>In addition to the manager(s), the name and business address of the person(s) authorized to execute documents to be filed with the Corporations Division:</b>		
<b>Title</b>	<b>Individual name</b>	<b>Address</b>
SOC SIGNATORY	WILLIAM G. MORAN	248 BAY ROAD HAMILTON, MA 01982 USA
SOC SIGNATORY	LAUREN R KROESSER	248 BAY ROAD HAMILTON, MA 01982 USA
<b>The name and business address of the person(s) authorized to execute, acknowledge, deliver, and record any recordable instrument purporting to affect an interest in real property:</b>		
<b>Title</b>	<b>Individual name</b>	<b>Address</b>
REAL PROPERTY	LAUREN R. KROESSER	248 BAY ROAD HAMILTON, MA 01982 USA
REAL PROPERTY	WILLIAM G MORAN	248 BAY ROAD HAMILTON, MA 01982
<input type="checkbox"/> <b>Consent</b> <input type="checkbox"/> <b>Confidential Data</b> <input type="checkbox"/> <b>Merger Allowed</b> <input type="checkbox"/> <b>Manufacturing</b>		
<b>View filings for this business entity:</b>		

ALL FILINGS Annual Report Annual Report - Professional Articles of Entity Conversion Certificate of Amendment Certificate of Consolidation	
<input type="button" value="View filings"/>	
<b>Comments or notes associated with this business entity:</b>	
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	

## COMMERCIAL LEASE

1. **PARTIES.** E. James Kroesser, Trustee of Turnbuckle Realty Trust u/d/t dated June 2, 2014, of Ipswich, Essex County, Massachusetts, 01938 hereinafter referred to as "Lessor", which expression shall include his heirs, successors and assigns where the context so admits, does hereby lease to Turnbuckle LLC, a Massachusetts Limited Liability Company, having its principal place of business at 248 Bay Road, Hamilton, Essex County, Massachusetts 01982, hereinafter referred to as "Lessee", which expression shall include its successors, executors, administrators, and assigns where the context so admits, and the Lessee hereby leases the following described premises:
2. **PREMISES.** The first floor commercial unit and second floor two bedroom apartment located at 248 Bay Road, Hamilton, Essex County, Massachusetts, also including the basement, and approximately nine (9) outdoor parking spaces together with the right to use, in common with others entitled thereto, the circular driveway providing access to the leased premises. The Leased Premises are designated on a sketch plan attached hereto and incorporated herein by reference as Exhibit "A".
3. **TERM AND TERMINATION.** This Lease shall run for an initial period of five (5) years, commencing on March 1, 2017, and ending on February 28, 2022, subject to Lessor and Lessee fully discharging their responsibilities hereunder.
4. **RENT.** The Lessee shall pay to the Lessor, rent at the rate of Forty Eight Thousand Dollars per year, payable in equal monthly installments, in advance, in the amount of Four Thousand Dollars per month, with the first payment due and payable on March 1, 2017.
5. **SECURITY DEPOSIT.** Waived, but Lessor reserves the right at any time to require a Security Deposit and/or Last Month Rent payment(s), which will be held by Lessor in a non-interest bearing account.
6. **REAL ESTATE TAXES.** Lessee shall pay as and when due one hundred (100%) percent of the real estate taxes assessed against the 248 Bay Road premises, upon presentation by Lessor of the quarterly bills for said premises. Lessee shall also pay all personal property taxes assessed Lessee's fixtures, equipment, and personal property located on or in the leased premises.
7. **UTILITIES.** The Lessee shall pay, as they become due, all bills for electricity, natural gas, and all other utilities that are furnished to the leased premises and separately metered. Lessor shall have no obligation to provide other utilities, services, or equipment to the Lessee or to the Leased Premises, and in the event that Lessee requires additional utilities, services or equipment, the acquisition, installation and maintenance thereof shall be at Lessee's sole cost and expense, and provided further that such installation shall be subject to the written consent of the Lessor, which shall have sole and complete discretion to give or withhold such consent.
8. **USE OF LEASED PREMISES.** The Lessee shall use the leased premises only for a retail and wholesale bakery and deli, sale of retail dry goods, prepared foods and takeout meals, the sale of alcoholic beverages (both onsite and/or takeout sales), and all other services and operations ancillary thereto to the full extent permitted by law. All other proposed uses shall be subject to the written consent of the Lessor, and Lessor shall have sole and complete discretion to give or withhold such consent.
9. **COMPLIANCE WITH LAWS.** The Lessee acknowledges that no trade or occupation shall be conducted in the Leased Premises or use made thereof which will be unlawful, improper, noisy or offensive, or contrary to any law of any municipal by-law or ordinance in force in the city or town in which the Leased Premises are situated. Lessee shall acquire and maintain in effect all licenses and permits legally required for any use permitted here under.
10. **FIRE.** The Lessee shall not permit any use of the leased premises which will make voidable any

insurance on the property of which the leased premises are a part, or in the contents of said property or which shall be contrary to any law or regulation from time to time established by the New England Fire Insurance Rating Association, or any similar body succeeding to its powers. The Lessee shall, on demand, reimburse the Lessor, and all other tenants, all extra insurance premiums caused by the Lessee's use of the premises.

#### 11. MAINTENANCE.

A. LESSEE'S OBLIGATIONS. The Lessee agrees to maintain the leased premises in good condition, damage by fire and other casualty only excepted, and whenever necessary, to replace plate glass and other glass therein, acknowledging that the Leased Premises are now in good order and the glass whole. The Lessee shall not permit the Leased Premises to be overloaded, damaged, stripped, or defaced, nor suffer any waste. Lessee shall obtain written consent of Lessor before erecting any sign on the premises.

Lessee shall pay to Lessor upon presentation of invoicing documentation one third (1/3) of the cost of snow plowing, sanding, and repair and upkeep of the common driveway, parking lot and parking spaces serving the leased premises.

Lessee shall be solely responsible for periodic pumping and for all repairs, maintenance and /or replacement costs of the septic system serving the first floor of the leased premises, a portion of which is located on Lessor's property at 254 Bay Road.

Lessee shall also be responsible for one half (1/2) of all such costs, as set forth herein, for the septic system serving the second floor apartment of the leased premises, which is shared with Lessor's office building at 254 Bay Road.

B. LESSOR'S OBLIGATIONS. The Lessor agrees to maintain the structure of the building of which the Leased Premises are a part in the same condition as it is at the commencement of the term or as it may be put in during the term of this Lease, reasonable wear and tear, damage by fire and other casualty only excepted, unless such maintenance is required because of the Lessee or those for whose conduct the Lessee is legally responsible, in which case, Lessee shall pay the cost of same, upon demand by Lessor.

12. ALTERATIONS/ADDITIONS. The Lessee shall not make structural alterations or additions to the Leased Premises, but may make non-structural alterations provided the Lessor consents thereto in writing, which consent shall not be unreasonably withheld or delayed. All such allowed alterations shall be at Lessee's expense and shall be in quality at least equal to the present construction. Lessee shall not permit any mechanics' liens, or similar liens, to remain upon the Leased Premises for labor and material furnished to Lessee or claimed to have been furnished to Lessee in connection with work of any character performed or claimed to have been performed at the direction of Lessee and shall cause any such lien to be released of record forthwith without cost to Lessor. Any alterations or improvements made by the Lessee shall become the property of the Lessor at the termination of occupancy as provided herein.

13. ASSIGNMENT/SUBLEASING. The Lessee shall not otherwise assign or sublet the whole or any part of the Leased Premises without Lessor's prior written consent. Notwithstanding such sublease or other consent to assign or sublet, Lessee shall remain liable to Lessor for the payment of all rent and for the full performance of the covenants and conditions of this Lease.

14. SUBORDINATION. This Lease shall be subject and subordinate to any and all mortgages, deeds of trust and other instruments in the nature of a mortgage, now or at any time hereafter, a lien or liens on the property of which the leased premises are a part and the Lessee shall, when requested, promptly execute and deliver such written instruments as shall be necessary to show the subordination of this Lease to said

mortgages, deeds of trust or other such instruments in the nature of a mortgage.

15. LESSOR'S ACCESS. The Lessor or agents of the Lessor may, at reasonable times, enter to view the Leased Premises and may remove placards and signs not approved and affixed as herein provided and make repairs and alterations as Lessor should elect to do and may show the Leased Premises to others, and at any time within three (3) months before the expiration of the term, may affix to any suitable part of the Leased Premises a notice for letting or selling the Leased Premises or property of which the Leased Premises are a part and keep the same so affixed without hindrance or molestation.

16. INDEMNIFICATION AND LIABILITY. The Lessee shall save the Lessor harmless from all loss and damage occasioned by the use or escape of water or by the bursting of pipes, as well as from any claim or damage resulting from neglect in not removing snow and ice from the sidewalks bordering upon the premises so leased, or by any nuisance made or suffered on the Leased Premises, unless such loss is caused by the neglect of the Lessor. The removal of snow and ice from the sidewalks bordering upon the Leased Premises shall be Lessee's responsibility.

It is understood and agreed that Lessee assumes all risk of damage to its own property arising from any cause whatsoever, including without limitation, loss by theft or otherwise, unless caused by an act or neglect of Lessor.

17. LESSEE'S LIABILITY INSURANCE. The Lessee shall maintain with respect to the Leased Premises and the property of which the Leased Premises are a part comprehensive public liability insurance and property damage insurance in the amount of One Million Dollars (\$2,000,000), with property damage insurance in limits of One Million Dollars (\$1,000,000), or in such other amount or amounts as may be mutually agreed upon between the Lessor and the Lessee, with the advice and consent of such qualified insurance agents as the parties may elect to consult with, in responsible companies qualified to do business in Massachusetts and in good standing therein insuring the Lessor as well as Lessee against injury to persons or damage to property as provided. The Lessee shall deposit with the Lessor certificates for such insurance at or prior to the commencement of the term, and thereafter within thirty (30) days prior to the expiration of any such policies. All such insurance certificates shall provide that such policies shall not be cancelled without at least ten (10) days prior written notice to each insured named therein.

18. FIRE CASUALTY/EMINENT DOMAIN. Should a substantial portion of the Leased Premises, or of the property of which they are a part, be substantially damaged by fire or other casualty, or be taken by eminent domain, the Lessor may elect to terminate this Lease. When such fire, casualty, or taking renders the leased premises substantially unsuitable for their intended use, a just and proportionate abatement of rent shall be made, and the Lessee may elect to terminate this Lease if:

- A. The Lessor fails to give written notice within thirty (30) days of intention to restore the Leased Premises; or
- B. The Lessor fails to restore the Leased Premises to a condition substantially suitable for their intended use within ninety (90) days of said fire, casualty or taking.

The Lessor reserves, and the Lessee grants to the Lessor, all rights which the Lessee may have for damages or injury to the Leased Premises for any taking by eminent domain, except for damage to the Lessee's fixtures, property, or equipment.

19. DEFAULT AND BANKRUPTCY. In the event that:

- A. The Lessee shall default in the payment of any installment of rent or other sum herein specified and such default shall continue for ten (10) days after written notice thereof; or

B. The Lessee shall default in the observance or performance of any other of the Lessee's covenants, agreements, or obligations hereunder, and such default shall not be corrected within thirty (30) days after written notice thereof; or

C. The Lessee shall be declared bankrupt or insolvent according to law, or, if any assignment shall be made of Lessee's property for the benefit of creditors, then the Lessor shall have the right thereafter, while such default continues, to re-enter and take complete possession of the Leased Premises, to declare the term of this Lease ended, and remove the Lessee's effects, without prejudice to any remedies which might be otherwise used for arrears of rent or other default. The Lessee shall indemnify the Lessor against all loss of rent and other payments which the Lessor may incur by reason of such termination during the residue of the term. If the Lessee shall default, after reasonable notice thereof, in the observance or performance of any conditions or covenants on Lessee's part to be observed or performed under or by virtue of any of the provisions in any article of this Lease, the Lessor, without being under any obligation to do so, and without thereby waiving such default, may remedy such default for the account and at the expense of the Lessee. If the Lessor makes any expenditures or incurs any obligations for the payment of money in connection therewith, including but not limited to, reasonable attorney's fees in instituting, prosecuting or defending any action or proceeding, such sums paid or obligations incurred, with interest at the rate of percent (%) per annum, and costs, shall be paid to the Lessor by the Lessee as additional rent.

20. **NOTICE.** Any notice from the Lessor to the Lessee relating to the Leased Premises or to the occupancy thereof, shall be deemed duly served, if left at the Leased Premises addressed to the Lessee, or if mailed to the Leased Premises, registered or certified mail, return receipt requested, postage prepaid, addressed to the Lessee. Any notice from the Lessee to the Lessor relating to the Leased Premises or to the occupancy thereof, shall be deemed duly served, if mailed to the Lessor by registered or certified mail, return receipt requested, postage prepaid, addressed to the Lessor at such address as the Lessor may from time to time advise in writing. All rent notices shall be paid and sent to the Lessor at 254 Bay Road, Hamilton, MA 01982.

21. **SURRENDER.** The Lessee shall, at the expiration or other termination of this Lease, remove all Lessee's goods and effects from the Leased Premises, (including, without hereby limiting the generality of the foregoing), all signs and lettering affixed or painted by the Lessee, either inside or outside the Leased Premises. Lessee shall deliver to the Lessor the Leased Premises and all keys, locks thereto, and other fixtures connected therewith and all alterations and additions made to or upon the Leased Premises, in good condition, damage by fire or other casualty only excepted. In the event of the Lessee's failure to remove any of Lessee's property from the premises, Lessor is hereby authorized, without liability to Lessee for loss or damage thereto, and at the sole risk of Lessee, to remove and store any of the property at Lessee's expense, or to retain same under Lessor's control, or to sell at public or private sale, without notice, any or all of the property not so removed and to apply the net proceeds of such sale to the payment of any sum due hereunder, or to destroy such property.

22. **OPTION TO RENEW.** Lessee shall have the right and option to renew this Lease for three (3) additional terms of five (5) years each, provided that, at the time Lessee exercises each of said renewal options, it shall be in compliance with all material terms and provisions of the then existing Lease. Lessee shall exercise this option to renew by giving written notice to the Lessor not less than 180 days before the termination date of the Lease then in effect. Each renewal Lease shall be on substantially the same terms as are contained in this Lease, subject only to Lessor and Lessee mutually agreeing to a new rent payment amount. In the event that Lessor and Lessee can not so agree, then the rental payment amount shall be set by the average of three (3) independent appraisals, to a figure equal to the then fair rental value of the Leased Premises.

Tricia Reeser  
Witness

Rachel Appelbaum  
Witness

Turnbuckle Realty Trust  
[Signature]  
By: E. James Kroessler, Trustee, Lessor 3/1/17

Turnbuckle LLC  
[Signature]  
By: Lauren Reed Moran, fka Lauren R. Kroessler,  
Manager, Lessee

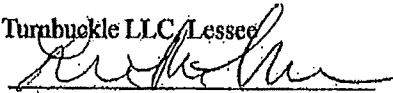
Notice of Renewal

Re: Commercial Lease- 248 Bay Road, Hamilton, MA

Notice is hereby given, pursuant to Paragraph 22 of the above Lease, that we are renewing said Lease for an additional five (5) year term, commencing March 1, 2022, and ending February 28, 2027.

Date: July 1, 2021

Turnbuckle LLC Lessee



Lauren Reed Moran, Manager

Accepted July 1, 2021

Turnbuckle Realty Trust, Lessor



E. James Kroesser, Trustee



**Laurie Wilson**

---

**From:** Tyler Henseler <thenseler@UCDlaw.com>  
**Sent:** Thursday, February 23, 2023 11:55 AM  
**To:** Laurie Wilson  
**Subject:** External Email Warning Re: Honeycomb's new license  
**Attachments:** Plans for 3.20 HW meeting (1).ai

Hi Laurie,

To answer your questions:

Yes, we are seeking to amend the hours of operations by staying open Thursday-Saturday until 9pm. However, we will be requesting a 9PM closing time for every day of the week to accommodate the occasional private event, even though they will routinely be closing earlier Sunday - Wednesday.

There will be outdoor seating. Please see the attached seating plan.

Please let us know if you need anything further from us.

Thanks,  
Tyler

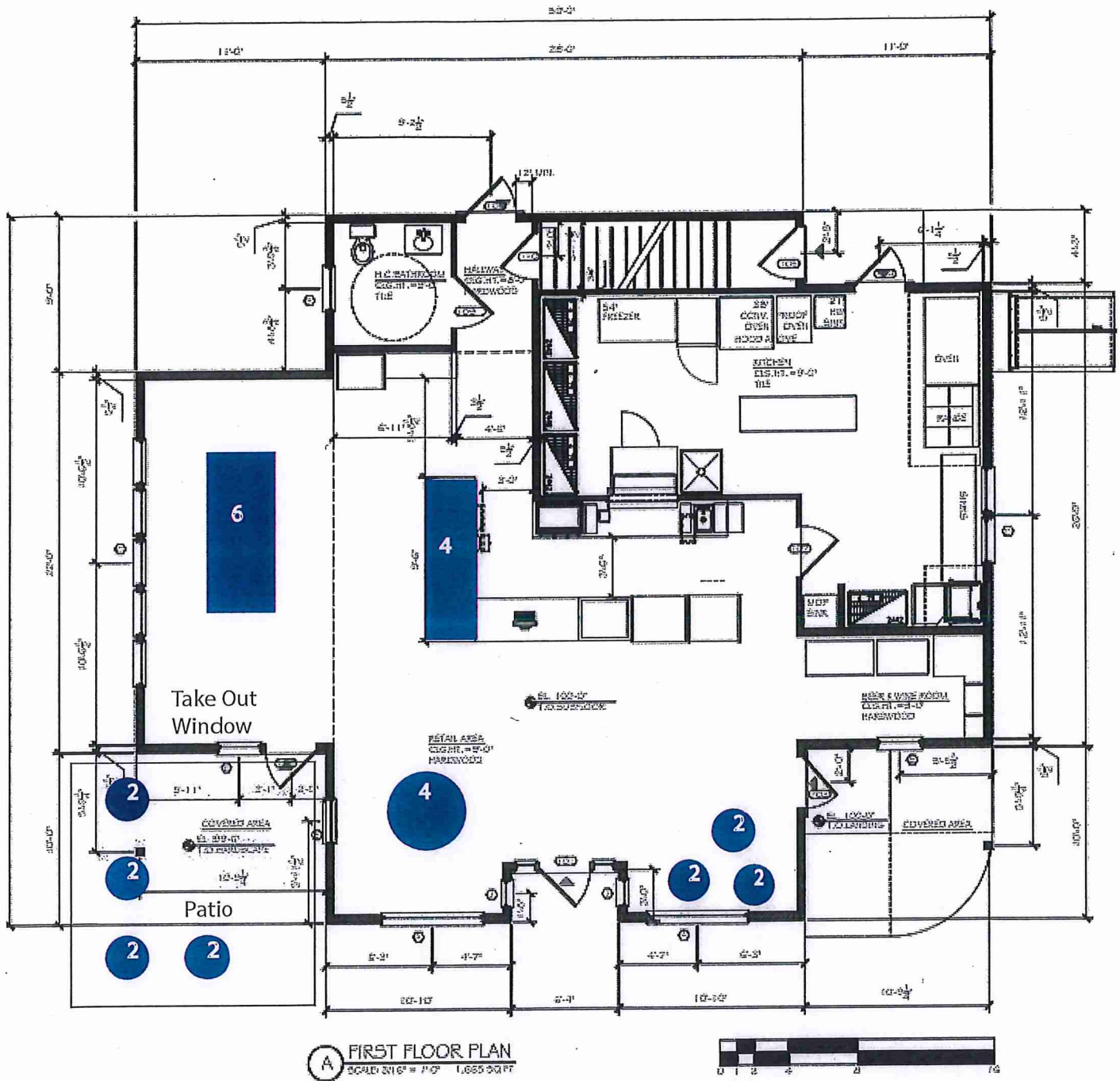
**Tyler Henseler**  
**Upton Connell & Devlin, LLP**  
112 Water Street, Suite 201  
Boston, MA 02109  
Main - (617) 227-3277  
Fax - (617) 227-3222  
Cell - (401) 206-9909  
Email – [thenseler@ucdlaw.com](mailto:thenseler@ucdlaw.com)

Website: [UCDlaw.com](http://UCDlaw.com)

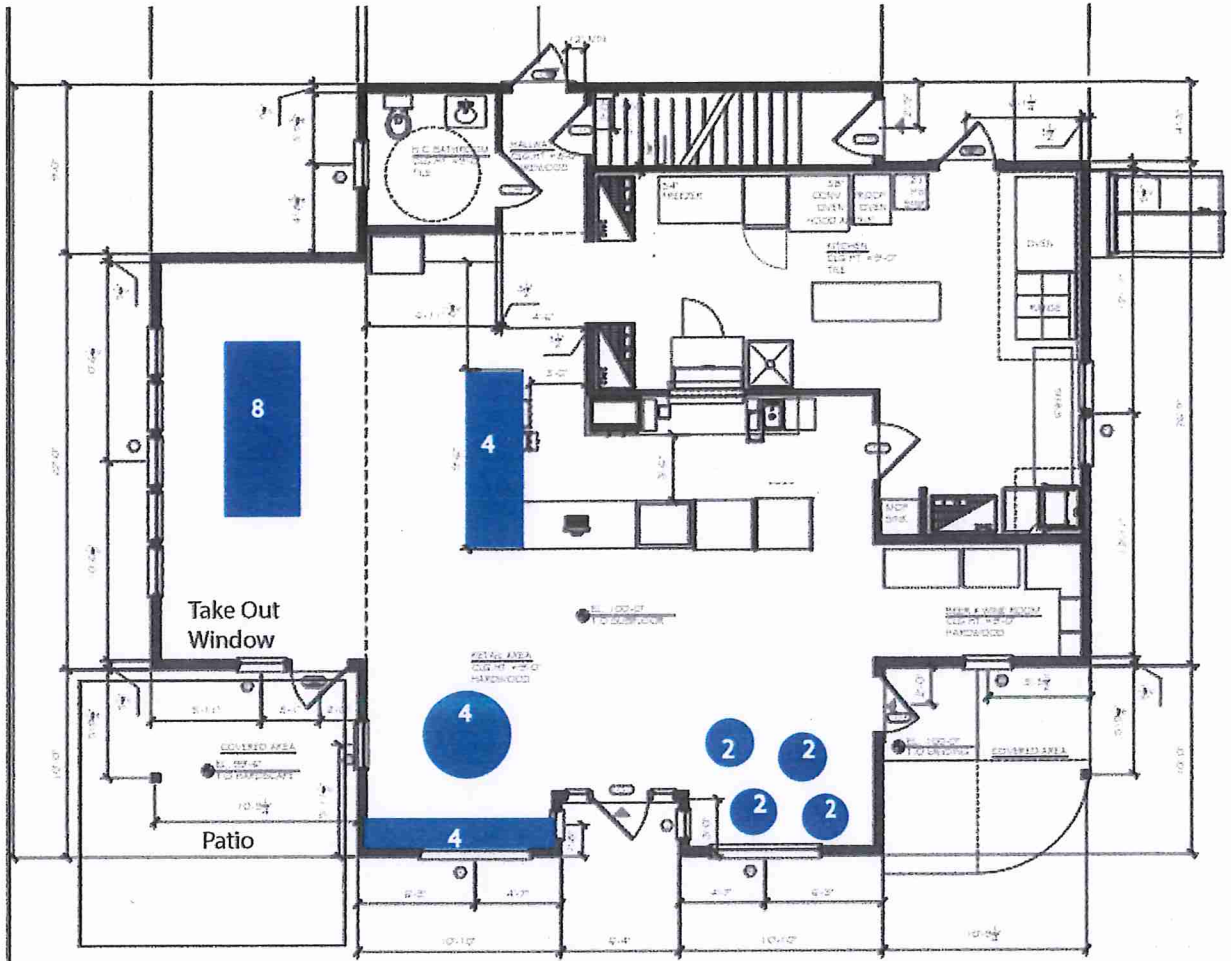


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**From:** Laurie Wilson <lwilson@hamiltonma.gov>  
**Sent:** Wednesday, February 22, 2023 9:59 AM



Blue circles and rectangle denote tables and bar seating



**A** FIRST FLOOR PLAN  
 10' 0" 30' 0" 10' 0" 10' 0" 10' 0"



**WINDOW SCHEDULE**

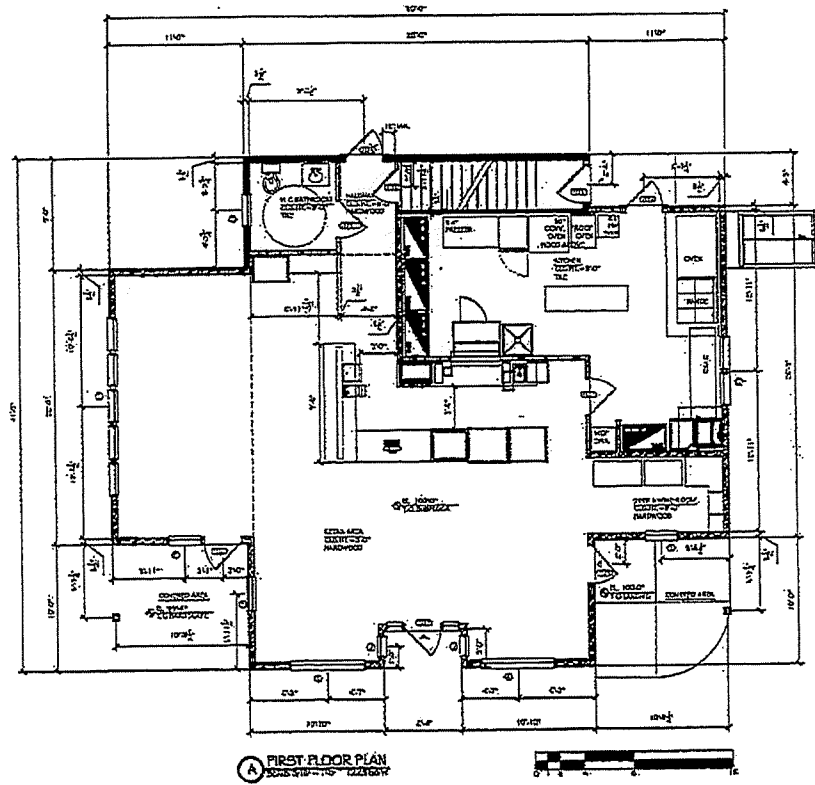
UNLESS INDICATED OTHERWISE:  
 - GLASS OPERATOR IN DOUBLE GLAZED PARTITION FROM INSIDE WORKSIDE  
 - GLAZING: 1/2" WINDSTOPPING TYPICAL PER FORMER PRACTICE OR AS NOTED AT ALL WINDOWS FITTED  
 - FINISH: ALUMINUM  
 - FINISH TYPICAL UNLESS OTHERWISE INDICATED BY OWNER  
 - REFER TO SCHEDULES FOR DETAILS AND DIMENSIONS

	TYPE	MANUFACTURER	MODEL #	ROUGH OPENING WxH	FRAME SIZE WxH	REMARKS
A	FIXED	-	-	6'0" x 7'0"	5'6" x 6'6"	
B	FIXED	-	-	2'0" x 2'0"	1'6" x 1'6"	
C	FIXED	-	-	2'0" x 4'0"	1'6" x 3'6"	
D	FIXED	-	-	2'0" x 2'0"	1'6" x 1'6"	
E	FIXED	-	-	2'0" x 4'0"	1'6" x 3'6"	
F	FIXED	-	-	2'0" x 4'0"	1'6" x 3'6"	
G	FIXED	-	-	2'0" x 4'0"	1'6" x 3'6"	
H	FIXED	-	-	2'0" x 2'0"	1'6" x 1'6"	
J	FIXED	-	-	1'0" x 7'0"	6'6" x 6'6"	TEMPORARY

**DOOR SCHEDULE**

UNLESS INDICATED OTHERWISE:  
 - GLAZING OPERATOR FROM INSIDE WORKSIDE  
 - FINISH: ALUMINUM UNLESS OTHERWISE INDICATED BY OWNER  
 - FINISH TYPICAL UNLESS OTHERWISE INDICATED BY OWNER  
 - REFER TO SCHEDULES FOR DETAILS AND DIMENSIONS

DOOR #	ROOM	TYPE	MANUFACTURER	MODEL #	FRAME SIZE WxH	FINISH	REMARKS
<b>BASEMENT</b>							
B01	ENTRANCE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
B02	ENTRANCE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
<b>FIRST FLOOR</b>							
101	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
102	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
103	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
104	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
105	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
106	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
107	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
108	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
109	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
110	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
111	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
112	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
113	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
114	ENTRY-REAR	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
<b>SECOND FLOOR</b>							
201	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
202	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
203	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
204	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
205	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
206	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD
207	OFFICE	-	-	3'0" x 7'0"	2'6" x 6'6"	AL	3000 CORE FPD



**Revisions**

NO.	DATE	DESCRIPTION

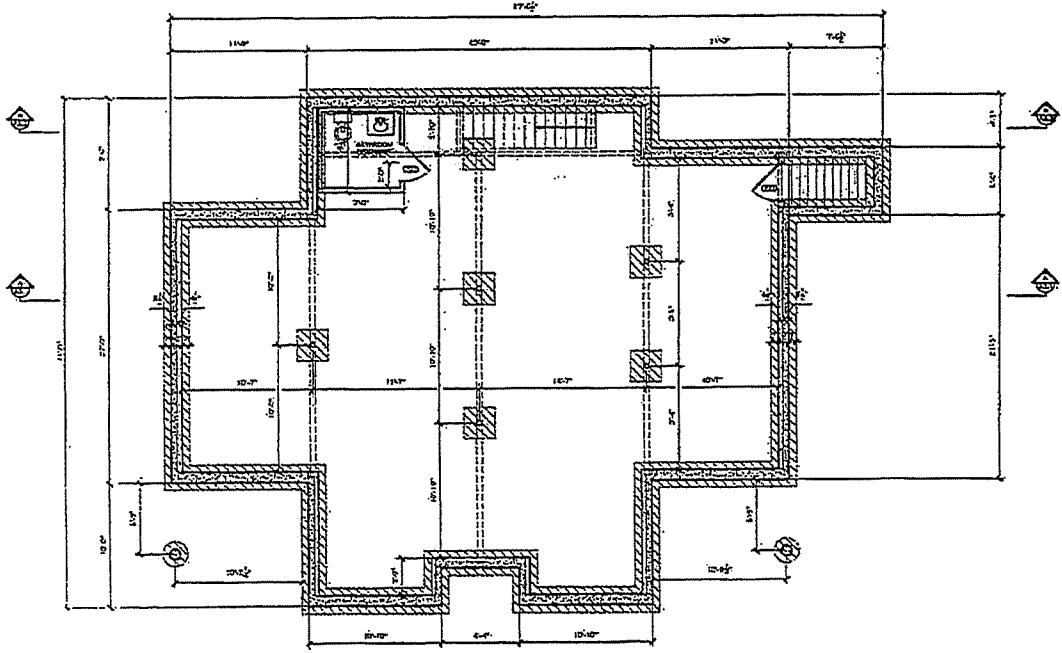
**First Floor Plan & Schedules**

248 BAY ROAD  
 248 BAY ROAD  
 248 BAY ROAD

**Siemasko + Verbridge**

Architects  
 248 BAY ROAD  
 248 BAY ROAD

**A1.1**



1 FOUNDATION PLAN  
SCALE: 1/4" = 1'-0"

S1.0



Proposed Building at  
248 Bay Road  
New York, New York

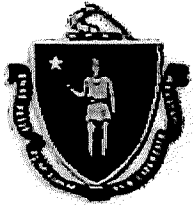
**Siemasko + Verbridge**  
ARCHITECTS  
1170 21st Avenue  
New York, New York 10035  
Tel: 212 692 1111

Foundation Plan

DATE: 10/10/10  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: 1/4" = 1'-0"

Revisions

No.	Description	Date



The Commonwealth of Massachusetts  
Town of Hamilton

Renewal Certificate of Inspection

In accordance with 780 CMR (The 9<sup>th</sup> Edition of the Massachusetts State Building Code) this certificate of inspection is issued to the premise or structure or part thereof as herein identified.

Issued To:

**HONEYCOMB**  
**248 BAY ROAD, HAMILTON MA**

Certificate Expiration Date: 12-30-2023

Use Group Classification: A-2

Total Maximum Occupants: 28  
PER THE TOWN OF HAMILTON BOARD OF HEALTH

This *certificate of inspection* is hereby issued by the undersigned to certify that the premise, structure or portion thereof as herein specified has been inspected for general fire and life safety features. This certificate shall be framed behind clear glass and/or laminated and posted in a conspicuous place within the space as directed by the undersigned. *Failure to post or tampering with the contents of the certificate is strictly prohibited.*

Name of Municipal Fire Inspector	Robert Wallace	Name of Municipal Inspector	Richard P. Maloney	Date of Inspection	11-26-2022
Signature of Municipal Fire Inspector	<i>Robert Wallace/mf</i>	Signature of Municipal Building Inspector	<i>Richard P. Maloney/mf</i>	Date of Issuance	11-26-2022



**LEGAL NOTICE OF PUBLIC HEARING  
HAMILTON SELECT BOARD**

In accordance with Massachusetts General Laws (MGL) c. 138, § 15, notice is hereby given that the Town of Hamilton Select Board will hold a Public Hearing on March 20, 2023 at 7:00 pm upon request by Turnbuckle LLC d/b/a Honeycomb, located at 248 Bay Road, Hamilton, MA 01982, to consider approval of an on premise wine & malt beverage license; the current off premise wine & malt beverage license will be turned in upon approval. The applicants are also looking to expand the operating hours until 9 pm.

Anyone interested in participating in the hearing via zoom format should refer to the Select Board's posted agenda, on the town's website, prior to the March 20, 2023 meeting for remote access instructions.

February 21, 2023

Map 55, Lot 359

**TOWN OF HAMILTON  
Town Manager  
CERTIFICATE OF PARTIES IN INTEREST**

Pursuant to Massachusetts General Laws, Chapter 40A, Section 11, the undersigned Assessor of the Town of Hamilton, hereby certifies that the names and addresses appearing on the list appended hereto are those of the:

- (a) abutters 100'
- (b) owners of land directly opposite on any public or private street or way
- X (c) owners of land within 300' of the property line of the property at:

248 Bay Road

So. Hamilton

Dated February 21, 2023

Prepared by Assessor's Office of the Town of Hamilton.

*Jane Dooley*  
Assistant Assessor



# Abutters List

164-176 BAY ROAD, LLC  
1 INN STREET-SUITE 5  
NEWBURYPORT, MA 01950

HAMILTON TOWN OF  
POLICE & FIRE STATION  
265 BAY RD  
SOUTH HAMILTON, MA 01982

MBTA  
RE MANAGEMENT DIVISION  
10 PARK PLAZA  
BOSTON, MA 02116

BERRY IV HAROLD J  
BERRY LAUREN BOTHWELL  
300 WILLOW ST (Unit 3)  
S. HAMILTON, MA 01982

HAMILTON TOWN OF  
WINTHROP SCHOOL  
325 BAY RD  
SOUTH HAMILTON, MA 01982

MINGO SPRINGS LLC  
264 BAY ROAD  
SOUTH HAMILTON, MA 01982

BUFFALO HEAD LLC  
161 BAY RD  
SOUTH HAMILTON, MA 01982

HAYWOOD CARIN J  
TRUSTEE  
5 CARRIAGE LN  
SOUTH HAMILTON, MA 01982

NEWBOLD STEPHEN M  
MEREDITH D  
4 CARRIAGE LN  
SOUTH HAMILTON, MA 01982

C.A.M. HOLDINGS LLC  
C/O MICHAEL PALLAZOLA  
227 WILLOW ST  
SOUTH HAMILTON, MA 01982

INVESTMENT COMMITTEE OF  
SCANGAS REALTY ASSOCIATES  
330 LYNNWAY  
LYNN, MA 01901  
*188-218 Bay*

PATTON PARK RLTY TR  
SMITH BRUCE W TRUSTEE  
421 LINEBROOK RD  
IPSWICH, MA 01938  
*42 Asbury*

CARLEO MARK A  
CATHERINE T  
300 WILLOW ST (UNIT 7)  
SOUTH HAMILTON, MA 01982

JOHNSON PAUL B  
453 ESSEX ST  
SOUTH HAMILTON, MA 01982  
*224 Bay*

ROSELUND THEODORE  
TRUSTEE THEODORE ROSELUND  
300 WILLOW ST (UNIT 5)  
SOUTH HAMILTON, MA 01982

CLOUTMAN REALTY LLC  
C/O KANDIS CLOUTMAN  
7 DEER HAVEN RD  
BEVERLY, MA 01915  
*281 Willow*

KROESSER MARY E TR  
CLARK RLTY  
254 BAY RD  
SOUTH HAMILTON, MA 01982

SMALL TOWN RE LLC  
27R WATER ST  
ESSEX, MA 01929  
*191 Bay*

CURRIE DAVID A  
SUSAN P TE  
300 WILLOW ST (UNIT 1)  
SOUTH HAMILTON, MA 01982

KRUPSKY WAYNE E & ANNE L  
300 WILLOW ST (UNIT 4)  
SOUTH HAMILTON, MA 01982

SMITH BRUCE W TR  
VALIANTI CARMEL TR *duplicate*  
421 LINEBROOK RD  
IPSWICH, MA 01938

DANO ARMIDA TRUSTEE  
DANO REALTY TRUST  
40 ASBURY ST  
UNIT E  
SOUTH HAMILTON, MA 01982

LAMSON GORDON W TR  
LAMSON GREGORY L TR  
THREE TWO THREE WILLOW RL TR  
323 WILLOW ST  
SOUTH HAMILTON, MA 01982

THE COMMUNITY HOUSE INC.  
284 BAY RD  
SOUTH HAMILTON, MA 01982

HAMILTON TOWN OF  
577 BAY RD  
HAMILTON, MA 01936

LEARY KEVIN J  
THERESA  
209 BAY RD  
SOUTH HAMILTON, MA 01982

WATERS JOHN M  
WATERS ELIZABETH O  
300 WILLOW ST (UNIT 2)  
SOUTH HAMILTON, MA 01982

HAMILTON TOWN OF  
LIBRARY  
299 BAY RD  
SOUTH HAMILTON, MA 01982

MAGNUSON DENTAL GROUP P.C  
205 WILLOW ST  
BLDG B  
S HAMILTON, MA 01982

WELCH  
LAMSON INC  
305 WILLOW ST  
SOUTH HAMILTON, MA 01982

WILKINS CHRISTOPHER  
KHRISTIE  
2 CARRIAGE LN  
SOUTH HAMILTON, MA 01982

WILLOWDALE ASSOCIATES LLC  
203 WILLOW ST  
SOUTH HAMILTON, MA 01982

~~WILLOWDALE ASSOCIATES LLC  
203 WILLOW STREET  
SOUTH HAMILTON, MA 01982~~

*Duplicate*

WILLOWDALE ASSOCIATES LLC  
205 WILLOW ST  
S. HAMILTON, MA 01982

WINGATE GEORGE  
PENELOPE  
300 WILLOW ST (UNIT 6)  
SOUTH HAMILTON, MA 01982

**TOWN OF HAMILTON  
SELECT BOARD  
NOTICE OF PUBLIC HEARING**

In accordance with Massachusetts General Laws (MGL) c. 138, § 15, notice is hereby given that the Town of Hamilton Select Board will hold a Public Hearing on March 20, 2023 at 7:00 pm upon request by Turnbuckle LLC d/b/a Honeycomb, located at 248 Bay Road, Hamilton, MA 01982, to consider approval of an on premise wine & malt beverage license; the current off premise wine & malt beverage license will be turned in upon approval. The applicants are also looking to expand the operating hours until 9 pm.

**SN - 3/6, 3/15/23**

---

# **Enchante Business Plan & Changes from Current Honeycomb Operations**

## **MISSION**

Honeycomb:

At Honeycomb, we strive to serve nourishing, natural and beautiful foods and beverages. We also strive to create a comfortable atmosphere where our community can come to meet one another, shop, interact and indulge. Everything that we serve and sell is handmade and we care greatly about our makers and farmers.

Enchante:

At Enchante, we strive to extend our daytime business in order to provide a community space where people can come together in a relaxed atmosphere to meet, sample delicious and thoughtfully curated small plates and enjoy a glass of wine, beer, and mocktails. Enchante evokes a European Cafe in spirit and offerings.

Service Style:

Honeycomb: Counter Service

Enchante:

Casual seating, no reservations. A hybrid service model of both counter ordering and table service. Our service will take place mainly inside with a small patio replacing some of the indoor seating during the warmer months.

## **Hours of Operation:**

Honeycomb:

Monday Closed

Tuesday-Friday 7am-2:30pm, Saturday 7:30am-2:30pm, Sunday 7:30am-12pm

Enchante:

Tuesday-Sunday 2:30pm-9pm

## **Sample Menu**

Black Pepper Ricotta Gougeres  
Marinated Olives with citrus and thyme  
Spiced Nuts

Breakfast radishes, black garlic butter, smoked malden salt  
Boquerones, parsley, lemon zest, olive oil, aleppo pepper  
Fluke Crudo, yuzu, chervil, chili

Braised wild mushrooms, crispy shallot, farm egg  
Duck Liver Mousse, frisee, pickled mustard seed  
Braised short rib, potato Mille feuille, pickled onion

Chiriboga Blue Cheese, crispy prosciutto, pistachio brittle  
Cremont Double Creme, honeycomb, harry's strawberries

GG's Shortbread Cookies, lemon curd  
Scoop of Ice Cream- Coffee or Vanilla

# *Beverages*

---

WE PROUDLY SERVE:

SPEEDWELL COFFEE - PLYMOUTH, MA

MEM TEA - WATERTOWN, MA

## COFFEE & ESPRESSO

DRIP COFFEE.....	2.25/3.05
ICED COFFEE.....	2.50/3.50
COLD BREW.....	3.50

## LATTES

HOUSE (HOT OR ICED).....	3.85
HONEY.....	4.25
MOCHA.....	4.25
CARAMEL.....	4.25
CAPPUCCINO.....	3.50
AMERICANO.....	3.95
CORTADO.....	3.25

## TEA

HOT OR ICED TEA.....	3.05/4.05
CHAI LATTE.....	3.85

## Sample Beer & Wine Menu

### **SPARKLING**

#### **Morphos**

Oyster River Wine Growers, Maine  
(cayuga white, seyval blanc)

Fresh, fun and funky sparkling to awaken your pallet!

#### **Muri Non-Alcoholic Sparkling Wine**

Burgenland, Austria, 2019

This family NA wine company uses dozens of herbs, spiced and other natural ingredients to make a complex and satisfying wine that everyone can enjoy

### **ROSE**

#### **Clos Fornelli Vin de Cors**

Corsica, (100% sciacarellu)

Light and dry with fruity notes, distinctly herbaceous

### **WHITE**

#### **Saveurs d'Eric**

*Les Vins Pirouettes, Alsace, FR 2017*

*(Pinot auxerrois, Sylvaner)*

*Light, zingy and fresh with a slight off dry finish*

#### **Coquille Blanc**

Carol Shelton, Paso Robles, CA, 2017

*(Grenache Blanc, Roussanne, Viognier, Marsanne)*

This blend goes from crispy pear to creamier marzipan with a full range of Aromatics intriguing and almost mysterious...

### **RED**

#### **Viti Vini Bini**

Domaine Benjamin Taillandier, Languedoc, FR 2018

(Grenache, Cinsault, and Carignan)

I came, I saw, I drank... bright and totally crushable

#### **Malpasso**

Montemelino Umbria, Italy

(100% Sangiovese)

Second generation female winemaker! #girlpower

Medium bodied and fruit forward "table wine" not denoting quality,

but meaning that it goes with everything,

### **Meinklang Burgenlandred**

Burgenland, Austria, 2018 (zweigelt, blaufrankisch)

This family is running a fully biodynamic farm,  
complete with animals, produce, grains and grapes.  
uncomplicated , juicy and well loved!

### **Beer**

#### Belgian Witbier

A Belgian classic brewed with coriander and sweet orange peel. A wheat malt base provides a soft mouthfeel layered with a pleasant aroma of fruit and spice from our Belgian yeast. Look for the flavors and aromas of orange, clove and coriander. 4.7% abv

#### True North Northern Haze

Northern Haze is brewed with unmalted barley and wheat atop a blend of base malts to provide a full mouthfeel and a heavy hop/protein haze. Fruit-forward ale yeast and ample additions of American and Southern Hemisphere hops provide aromatics of passion fruit, stone fruit, and berries. 6.7% abv

#### Maine Beer Company Peeper Ale

Aromas of peach, orange, lemon, grapefruit, and melon. Notes of pine, raspberry, and strawberry. Underlying malt grain sweetness. 5.5% abv

#### Athletic Brewing Run Wild(NA)

Run Wild is the ultimate sessionable IPA for craft beer lovers. Brewed with a blend of five Northwest hops, it has an approachable bitterness to balance the specialty malt body. Always refreshing and only 65 calories. .5% abv





## CERTIFICATE OF COMPLETION

This certifies that

**Lauren Moran**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**



Hours  
3.00



Completion Date  
03/14/2023



Expiration Date  
03/13/2026



Certificate #  
ON-000028346359

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

5000 Plaza on the Lake, Suite 305 | Austin, TX 78746 | 877.881.2235 | www.360training.com

(CUT HERE)

(CUT HERE)

**TIPS** On-Premise

Issued: 03/14/2023

Certificate #: CN-000028346359

Lauren Moran

248 BAY RD

South Hamilton

MA 01982

**CERTIFIED**

Expires: 03/13/2026

Phone: 800-438-8477

www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_



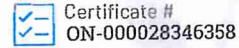
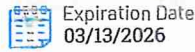
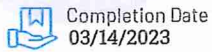
## CERTIFICATE OF COMPLETION

This certifies that

**William Moran**

is awarded this certificate for

**TIPS On-Premise Alcohol Server Training**



Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

5000 Plaza on the Lake, Suite 305 | Austin, TX 78746 | 877.881.2235 | www.360training.com

(CUT HERE)

(CUT HERE)



Issued: 03/14/2023  
Certificate #: CN-000028346358

William Moran  
248 BAY RD  
South Hamilton MA 01982

**CERTIFIED**

Expires: 03/13/2026



Phone: 800-438-8477  
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature \_\_\_\_\_

**TOWN OF HAMILTON**

**TAX COMPLIANCE CERTIFICATE**

The undersigned hereby certifies under the penalties of perjury that they, to the best of their knowledge and belief, have complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

--   --

Social Security Number if an Individual

Or

--

Federal Identification Number for a Company

Lauren Reed Moran

Signature of Individual

Lauren Reed Moran

Print Name of Individual Signing

Turnbuckle, LLC

Corporate Name (if applicable)

By: Lauren Reed Moran  
Corporate Officer Signature

Lauren Reed Moran  
Print Name

Date: 11/9/22

Approval of a contract or other agreement will not be granted unless this certification clause is signed. Your Social Security number or Federal Identification Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency **will not have a contract or agreement issued, reviewed, or extended.** This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

## NARRATIVE FOR LIEUTENANT STEPHEN H TREPANIER

Ref: 23HAM-93-OF

Entered: 03/07/2023 @ 0719

Entry ID: SHT

Modified: 03/07/2023 @ 0915

Modified ID: SHT

On 03-03-2023 I followed up on an incident reported that alcoholic beverages had been served at Honeycomb Bakery last evening 03-02-2023 around 7:30 pm. It was reported that the Mother's Club had a private function which was advertised on social media as Moms Night Out, the picture showed a wine glass.

On 03-06-2023 at approx. 1430hrs I went to 248 Bay Road Honeycomb and met with the owner: Lauren Moran. I advised Lauren that I took a complaint that last Thursday night during the mothers club get together there was wine and alcoholic beverages being served. Lauren stated that she hosted a mothers club get together for about 25 to 30 mothers. Lauren stated, she has a license to sell wine only and she was under the assumption they could do a Spirit Tasting, serving only a 2 ounce serving along with food and pastry.

I advised Lauren that I found a posting on social media with a big wine glass and written was Mom's Night Out. Lauren agreed that the wine glass should not have been so big. I told Lauren that I would verify that Spirit Tasting was not an issue and get back to her.

On 03-06-2023 I verified under Ch. 138 Section 15 Licensing Authorizing Sale of Beverages not be drunk on Premises. The section reads that the license Honeycomb has with the Town of Hamilton, they may provide without charge on the premise sample wine or malt beverage tasting for prospective customers. Provided, however that no single serving of wine shall exceed one ounce and no single serving of malt beverages shall exceed two ounces. Section 15 goes on that the establishment may also conduct on-premises sample tasting of alcoholic beverages, other than wines and malt beverages.

On 03-06-2023 at approx. 1600hrs I left a voice message with John Kerry, Investigator with the Alcoholic Beverage Control Commission to contact me in reference to this report.

On 03-07-2023 at approx. 0900hrs I spoke with Investigator John Kerry, ABCC. I discussed the report I had taken with HoneyComb serving wine during the mothers club get together last Thursday. Investigator Kerry stated under Ch. 138 Section 15 if the Honeycomb has a license through the town to sell wine they can have a wine tasting or spirit tasting with stipulations on the serving amount and food provided, see chapter 138.

On 03-07-2023 at approx. 0930hrs. I contacted Assistant Town Manager Laurie Wilson. I verified the active license to sell wine and that I followed up on this complaint with no findings. I forwarded an email to the Inspector Services for Hamilton, Patrick Reffett on this incident.

On 03-07-2023 I left a copy of Ch. 138 Section 15 with the owner of Honeycomb, Lauren Moran.



### SAVE THE DATES - SPRING 2023

- Sunday, February 26 from 5-7pm: Beverly Athletic Club Family Open Gym
- Wednesday, February 28 at 7:15pm: Book Club
- Thursday, March 2, 2023 at 7:30pm: Mom's Night Out at Honeycomb (Full)
- Saturday, March 11 from 9am-11am: Children's event at the North Shore Children's Museum
- Wednesday, March 15 from 7-9pm: New Member Social (for members who have joined the club in the last year)
- Thursday, March 30: Ms. Frizzle 'Magic School Bus' Children's event
- Sunday, April 2 from 1:30-6pm: Family Bowling Night
- Thursday, April 6: Mom's Night Out Flower Arranging
- Saturday, April 8 at 10am: Family Easter Egg Hunt
- Thursday, April 13 from 7-9pm: Mom's Night Out Wine Tasting
- Saturday, May 6: Parents' Night Out Kentucky Derby Party

Membership website powered by MembershipWorks

## Joe Domelowicz

---

**From:** Carin Kale  
**Sent:** Wednesday, March 8, 2023 5:37 PM  
**To:** Joe Domelowicz  
**Cc:** Laurie Wilson  
**Subject:** Select Bd March 20

Hi! Can I please have a few minutes on the March 20 agenda to provide election information to the public? Specifically, I want to talk about Vote by Mail as an option for the election (the deadline to request a mailed ballot is Thu March 30) and talk about the positions that are on the ballot.

Thanks.  
Carin

*Carin A. Kale*

Town Clerk  
Notary

Town of Hamilton  
577 Bay Road  
P.O. Box 429  
Hamilton, MA 01936-0429  
978-468-5570 ext. 3

[www.hamiltonma.gov](http://www.hamiltonma.gov): Register to Vote [www.registertovotema.com](http://www.registertovotema.com)

**Town Hall hours: M, W, Th 8 – 4:30; Tues 8 – 6:30; and Fri 8 – 12:30.**



## Hamilton-Wenham Little League Sponsor Banner Concept

Hamilton-Wenham Little League funds its daunting, annual field maintenance & improvement budget **solely** with the support of local sponsors. Additionally, sponsor proceeds allow HWLL to keep pricing among the lowest of the in-town sports options, allow HWLL to offer free play for families in need each year, provide equipment, trophies for the kids, and more.

### **Some of the annual, repeating field maintenance expenses include:**

- \$20,000-\$25,000 per year in general grounds maintenance across 11 ball fields in Hamilton-Wenham.
- (Sod cutting, edging, tilling, supplemental clay, chalk, speedy dry, equipment, repair, fencing, etc.)

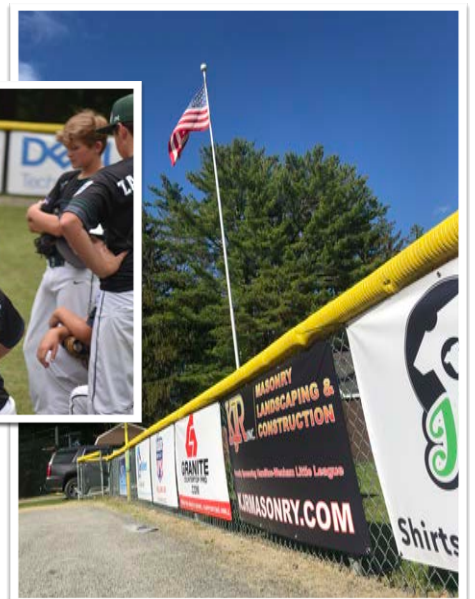
### **Sample of annual Special Projects include:**

- Over \$30,000 for Resurfacing of infield clay across 11 Ham-Wen ball fields between 2019-2022.
- \$7,500 for new infield sod at Patton in 2021
- \$7,500 for new infield sod at Cheeseman in 2022
- Over \$50,000 for four new scoreboards being installed at Pingree & Patton Parks, Spring '23.
- Over \$40,000 for new dugouts, and fencing at Pingree Park's middle diamond, Spring '23.
- And much much more...

- Sponsor banners are only 3' x 6' with limited exception.



- Banners are printed with high quality, sponsor provided logos, hung professionally, without sag, and maintained as needed.



Examples at Cheeseman Field  
2022

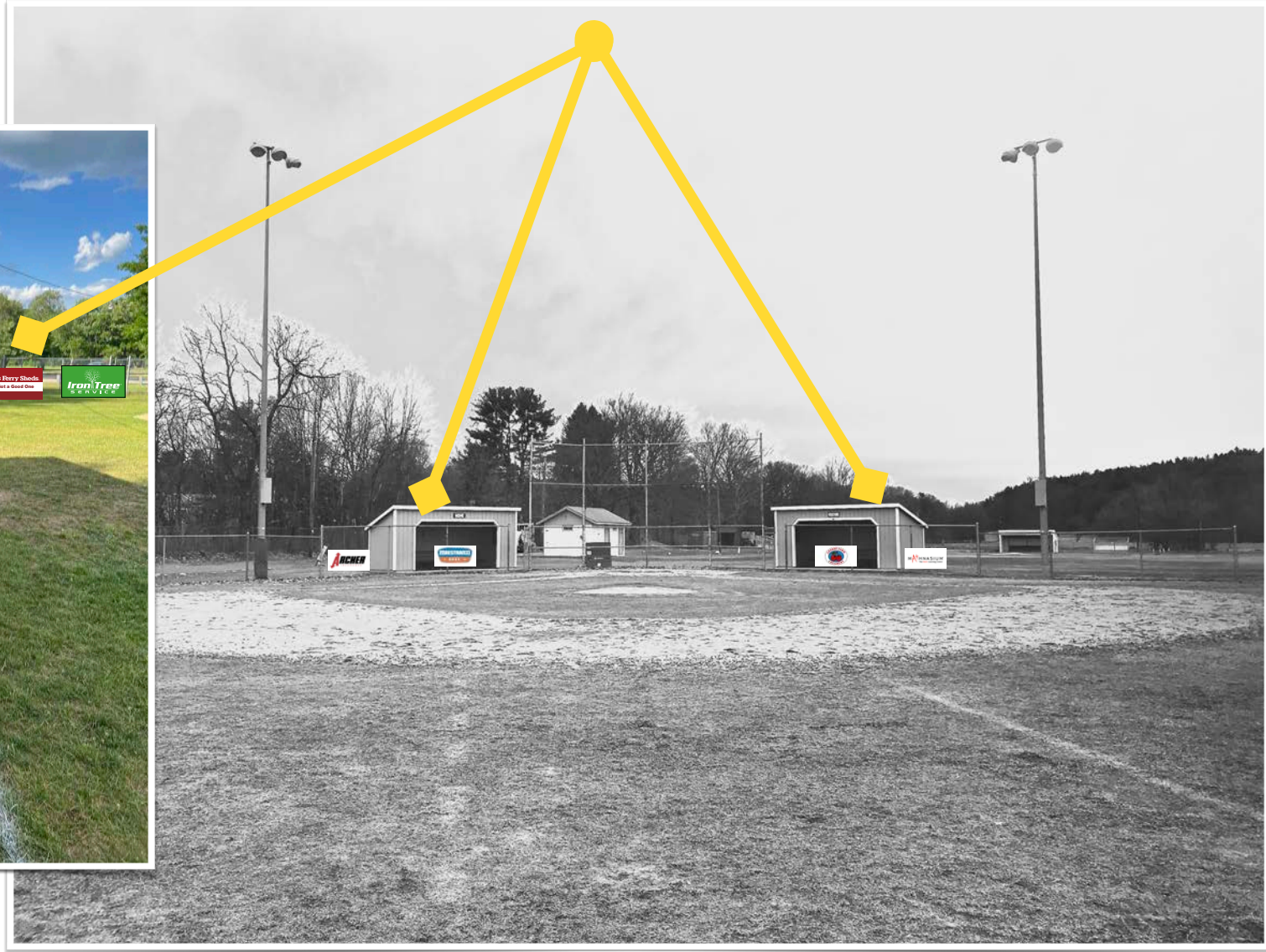


- Patton Park would feature significantly less banners than Cheeseman due to the lack of a permanent chain link fence in outfield.

### Examples of banner placement



Patton Park Big Diamond  
High School & Babe Ruth



Patton Park Little League Diamond

- Hamilton-Wenham Little League's approach to hanging banners will be with the utmost respect for its park(s), never overdone, and solely in great partnership with our local, good standing businesses sharing hard earned revenue in much needed support of Hamilton-Wenham youth, aged pre-school through those at Hamilton-Wenham High School.



**Example of a single / special sponsorship banner for our strongest contributors.**

## Joe Domelowicz

---

**From:** Sean Timmons  
**Sent:** Wednesday, March 15, 2023 9:25 AM  
**To:** Joe Domelowicz  
**Cc:** Laurie Wilson  
**Subject:** FW: External Email Warning Re: External Email Warning HWGYF - Request for Banner at Patten Park  
**Attachments:** Registration info BANNER.docx

Here you go.

Looks like they are looking for 3 feet by 10 feet.

Sean

Sean Timmons  
Hamilton-Wenham Recreation Director  
16 Union St.  
Hamilton, MA 01982  
[stimmons@hamiltonma.gov](mailto:stimmons@hamiltonma.gov)  
978-468-2178

<http://www.hwrecreation.com/>

["Like" us on Facebook](#)

[Follow us on Instagram](#)

---

**From:** amy kraft <[argkraft@hotmail.com](mailto:argkraft@hotmail.com)>  
**Sent:** Thursday, March 09, 2023 10:08 AM  
**To:** Sean Timmons <[stimmons@hamiltonma.gov](mailto:stimmons@hamiltonma.gov)>; [jkraft.hwgyf@gmail.com](mailto:jkraft.hwgyf@gmail.com)  
**Subject:** External Email Warning Re: External Email Warning HWGYF - Request for Banner at Patten Park

Good morning Sean!

Attached is sample of the Banner. Size will be 3 feet x 10 feet.

Thanks again!  
Amy Kraft

---

**From:** Sean Timmons <[stimmons@hamiltonma.gov](mailto:stimmons@hamiltonma.gov)>  
**Sent:** Monday, March 6, 2023 4:59 PM  
**To:** amy kraft <[argkraft@hotmail.com](mailto:argkraft@hotmail.com)>; [jkraft.hwgyf@gmail.com](mailto:jkraft.hwgyf@gmail.com) <[jkraft.hwgyf@gmail.com](mailto:jkraft.hwgyf@gmail.com)>  
**Subject:** RE: External Email Warning HWGYF - Request for Banner at Patten Park

Looks like we will get you on for the meeting on Select board Meeting 3/20. Someone will need to be there representing football in case there are questions. You can join via zoom or in person.

I will keep you posted but that is the plan for now.

Sean Timmons  
Hamilton-Wenham Recreation Director  
16 Union St.  
Hamilton, MA 01982  
[stimmons@hamiltonma.gov](mailto:stimmons@hamiltonma.gov)  
978-468-2178

<http://www.hwrecreation.com/>

["Like" us on Facebook](#)

[Follow us on Instagram](#)

---

**From:** amy kraft <[argkraft@hotmail.com](mailto:argkraft@hotmail.com)>  
**Sent:** Friday, March 03, 2023 12:54 PM  
**To:** Sean Timmons <[stimmons@hamiltonma.gov](mailto:stimmons@hamiltonma.gov)>; [jkraft.hwgyf@gmail.com](mailto:jkraft.hwgyf@gmail.com)  
**Subject:** External Email Warning HWGYF - Request for Banner at Patten Park

Good afternoon Tim!

As requested, attached is a request to the Selectboard for permission to hang a banner at the Patten Park Courts. Please let me know if they approve asap so I can order the banner.

Also, if Danielle is interested in certifying the coaches for CPR on her own time, please have her reach out to us with weekend availability and cost.

Thank you so much and please call with any questions.

Have a wonderful weekend!  
Amy Kraft  
781-581-0116



# **HW YOUTH FOOTBALL & CHEERLEADING**

**GRADES 3<sup>rd</sup> – 8<sup>th</sup>**

**\*SIGN UP NOW\***

**[WWW.HWGYF.COM](http://WWW.HWGYF.COM)**

## Joe Domelowicz

---

**From:** Matthew G. Feher <MFeher@k-plaw.com>  
**Sent:** Friday, March 3, 2023 10:12 AM  
**To:** Vicky Masone  
**Cc:** Joe Domelowicz; Peggy McLoughlin; THOMAS MC ENANEY; Matthew G. Feher  
**Subject:** External Email Warning HAML -- Chebacco Road Solar LLC Amendment 2  
**Attachments:** KP-#853327-v1-HAML\_Chebacco\_PPA\_Lease\_Amend\_redline.pdf; KP-#853327-v2-HAML\_Chebacco\_PPA\_Lease\_Amend\_redline.docx; LLC Certificate Template .DOCX

Good morning Vicky:

Attached is a revised Amendment to the each the Chebacco Road Solar LLC PPA and Lease. The attached .pdf redline reveals the changes offered to the draft Amendment reviewed, and a clean .doc copy of the same is also attached for convenience.

Also, the Town will need to obtain a completed and duly executed LLC officer certificate, in the form also attached, designating the signatory in the Amendment.

Please let me know if you need anything further.

Thanks again,  
Matt

Matthew G. Feher  
Member  
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**FIRST-SECOND AMENDMENT  
TO SOLAR POWER PURCHASE AGREEMENT AND  
LEASE AGREEMENT**

THIS **FIRST-SECOND** AMENDMENT TO SOLAR POWER PURCHASE AND LEASE AGREEMENT ("**Amendment 2**") is made and entered into as of the \_\_\_ day of , 2023 (the "**Effective Date**"), by and between Chebacco Road Solar LLC, a Delaware limited liability company ("**Owner**" **and/or** "**Tenant**") and the Town of Hamilton, Massachusetts, a municipal corporation of the Commonwealth of Massachusetts in Essex County ("**User**" **and/or** "**Landlord**"), who may hereinafter be referred to individually as a "Party" and collectively as "**Parties**". Unless otherwise defined, capitalized terms used herein shall have the meaning ascribed to them in the Agreement (as defined below).

WHEREAS, reference is hereby made to that certain Solar Power Purchase Agreement dated as of November 19, 2018, by and between Owner and User (the "PPA"), ~~(as may be amended by that certain Amendment #1 to Solar Power Purchase Agreement and Lease Agreement dated as of May 7, 2019 ("Amendment #1," and together with the PPA from time to time, the "Agreement")~~, as such Agreement relates to the System; and (ii) to that certain Lease Agreement dated as of November 19, 2018, by and between Owner, as Tenant, and User, as Landlord, ~~(as may be amended from time to time by Amendment #1, the "Lease")~~;

WHEREAS, the Parties now desire to **further** amend the Agreement and the Lease on the terms and subject to the conditions of this Amendment.

NOW, THEREFORE, in consideration of the foregoing premises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AMENDMENT

1. Capitalized terms used in this Amendment #2 and not defined herein shall have the meanings assigned to them in the Agreement and Lease, as applicable. The Recitals above are incorporated into this Amendment #2.

2. Amendments.

a. Section 4.1(a) of the Agreement is hereby deleted in its entirety and replaced with the following:

(a) "Commencing on May 1, 2022, to coincide with approval under the SMART Program (the "***SPPA Commencement Date***"), and continuing throughout the remainder of the Term, Owner shall deliver to User free and clear of all liens, security interests, claims, and other encumbrances, and User, as Host Customer, shall take delivery of at the Delivery Point, all of the Electricity generated by the System."

b. The defined term "Commercial Operation Date" as used in the definition of "Contract Year"; **Article 1 (Contract Year)**; Section 2.1; 4.1(a); 4.5(a); ~~and 4.5(b)~~; **and 12.2** is hereby deleted and replaced with **the following**: "~~-SPPA Commencement Date.~~"

- c. Article 15.1 of the Agreement is revised to replace the existing Owner's Notice address and Section 18.6 of the Lease is revised to replace with Tenant's address with the following:

Chebacco Road Solar LLC  
c/o Greenbacker Renewable Energy Corporation  
230 Park Avenue, Suite 1560  
New York, NY 10169  
Attention: General Counsel  
Email: [generalcounsel@greenbackercapital.com](mailto:generalcounsel@greenbackercapital.com)

- d. Section 3.1 of the Lease is hereby deleted and replaced with the following:

"3.1 Initial Term. The term of this Lease shall commence as of the date of execution by both parties and the approval of the Hamilton Town Meeting (the "Commencement Date") and, unless terminated or extended in accordance with the provisions of the SPPA or this Lease, shall terminate on the twentieth (20<sup>th</sup>) anniversary of the SPPA Commencement Date (the "Initial Term"). ~~The As used herein, the~~ term "SPPA Commencement Date" is defined in the SPPA. Notwithstanding anything to the contrary in this Lease, the termination of the Lease shall result in the automatic and simultaneous termination of the SPPA."

32. Limited Effect. This Amendment #2 is limited in effect and, except as specifically set forth above, shall apply only as expressly set forth in this Amendment #2 and shall not constitute a consent, waiver, modification, approval or amendment of any other provision of ~~this the~~ Agreement or Lease. Except as modified and amended by this Amendment #2, t~~The terms and conditions of the Agreement and the Lease , as amended by this Amendment,~~ remain in full force and effect and are hereby ratified and affirmed.
43. Severability. In case any one or more of the provisions contained in this Amendment #2 should be held invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein and therein shall not in any way be affected or impaired hereby ~~(it being understood that the invalidity of a particular provision in a particular jurisdiction shall not in and of itself affect the validity of such provision in any other jurisdiction)~~. The Parties shall enter into good faith negotiation to replace the invalid, illegal or unenforceable provision with valid provisions the economic effect of which comes as close as possible to that of the invalid, illegal or unenforceable provisions.
54. Headings. The headings used herein have been inserted in this Amendment as a matter of convenience for reference only and are not a part of this Amendment and shall not be used in the interpretation of any provision of this Amendment #2.
65. Governing Law. This Amendment #2 and the rights and duties of the Parties hereunder shall be governed by and shall be construed, enforced and performed in accordance with the governing law set forth in the Agreement laws of The Commonwealth of Massachusetts, and the Parties hereby agree that any unresolved dispute arising under this Amendment #2 shall be only submitted in a court of competent jurisdiction located in The Commonwealth of Massachusetts.



76. Binding Effect; Counterparts. This Amendment #2 may be executed in one or more duplicate counterparts and by facsimile or other electronic transmission, each of which shall constitute an original but all of which shall become effective as provided above. Delivery of any executed signature page to this Amendment #2 by email transmission shall be as effective as delivery of a manually signed counterpart of this Amendment.

**[signature page follows]**

IN WITNESS WHEREOF, the undersigned has caused this Amendment to be duly executed and delivered by its duly authorized officer as of the Effective Date.

**PROVIDEROWNER and TENANT:**

CHEBACCO ROAD SOLAR LLC

By: \_\_\_\_\_  
Name: Matthew Murphy  
Title: Authorized Representative

**CUSTOMERUSER and LANDLORD:**

TOWN OF HAMILTON

By: Its Board of Selectmen

By: \_\_\_\_\_

Name:

Title:

**SECOND AMENDMENT  
TO SOLAR POWER PURCHASE AGREEMENT AND  
LEASE AGREEMENT**

**THIS SECOND AMENDMENT TO SOLAR POWER PURCHASE AND LEASE AGREEMENT ("Amendment 2")** is made and entered into as of the \_\_\_ day of , 2023 (the "**Effective Date**"), by and between Chebacco Road Solar LLC, a Delaware limited liability company ("**Owner**" and/or "**Tenant**") and the Town of Hamilton, Massachusetts, a municipal corporation of the Commonwealth of Massachusetts in Essex County ("**User**" and/or "**Landlord**"), who may hereinafter be referred to individually as a "Party" and collectively as "Parties". Unless otherwise defined, capitalized terms used herein shall have the meaning ascribed to them in the Agreement (as defined below).

**WHEREAS**, reference is hereby made to that certain Solar Power Purchase Agreement dated as of November 19, 2018, by and between Owner and User (the "PPA"), as amended by that certain Amendment #1 to Solar Power Purchase Agreement and Lease Agreement dated as of May 7, 2019 ("Amendment #1," and together with the PPA , the "**Agreement**"), as such Agreement relates to the System; and (ii) to that certain Lease Agreement dated as of November 19, 2018, by and between Owner, as Tenant, and User, as Landlord, as amended by Amendment #1, the "**Lease**";

**WHEREAS**, the Parties now desire to further amend the Agreement and the Lease on the terms and subject to the conditions of this Amendment.

**NOW, THEREFORE**, in consideration of the foregoing premises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AMENDMENT

1. Capitalized terms used in this Amendment #2 and not defined herein shall have the meanings assigned to them in the Agreement and Lease, as applicable. The Recitals above are incorporated into this Amendment #2.
2. Amendments.
  - a. Section 4.1(a) of the Agreement is hereby deleted in its entirety and replaced with the following:
    - (a) "Commencing on May 1, 2022, to coincide with approval under the SMART Program (the "**SPPA Commencement Date**"), and continuing throughout the remainder of the Term, Owner shall deliver to User free and clear of all liens, security interests, claims, and other encumbrances, and User, as Host Customer, shall take delivery of at the Delivery Point, all of the Electricity generated by the System."
  - b. The defined term "Commercial Operation Date" as used in the definition of "Contract Year"; Article 1 (Contract Year); Section 2.1; 4.1(a); 4.5(a); 4.5(b); and 12.2 is hereby deleted and replaced with the following: "SPPA Commencement Date."
  - c. Article 15.1 of the Agreement is revised to replace the existing Owner's Notice address

and Section 18.6 of the Lease is revised to replace with Tenant's address with the following:

Chebacco Road Solar LLC  
c/o Greenbacker Renewable Energy Corporation  
230 Park Avenue, Suite 1560  
New York, NY 10169  
Attention: General Counsel  
Email: [generalcounsel@greenbackercapital.com](mailto:generalcounsel@greenbackercapital.com)

d. Section 3.1 of the Lease is hereby deleted and replaced with the following:

“3.1 Initial Term. The term of this Lease shall commence as of the date of execution by both parties and the approval of the Hamilton Town Meeting (the “Commencement Date”) and, unless terminated or extended in accordance with the provisions of the SPPA or this Lease, shall terminate on the twentieth (20<sup>th</sup>) anniversary of the SPPA Commencement Date (the “Initial Term”). As used herein, the term “SPPA Commencement Date” is defined in the SPPA. Notwithstanding anything to the contrary in this Lease, the termination of the Lease shall result in the automatic and simultaneous termination of the SPPA.”

3. Limited Effect. This Amendment #2 is limited in effect and, except as specifically set forth above, shall apply only as expressly set forth in this Amendment #2 and shall not constitute a consent, waiver, modification, approval or amendment of any other provision of the Agreement or Lease. Except as modified and amended by this Amendment #2, the terms and conditions of the Agreement and the Lease remain in full force and effect and are hereby ratified and affirmed.
4. Severability. In case any one or more of the provisions contained in this Amendment #2 should be held invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein and therein shall not in any way be affected or impaired hereby. The Parties shall enter into good faith negotiation to replace the invalid, illegal or unenforceable provision with valid provisions the economic effect of which comes as close as possible to that of the invalid, illegal or unenforceable provisions.
5. Headings. The headings used herein have been inserted in this Amendment as a matter of convenience for reference only and are not a part of this Amendment and shall not be used in the interpretation of any provision of this Amendment #2.
6. Governing Law. This Amendment #2 and the rights and duties of the Parties hereunder shall be governed by and shall be construed, enforced and performed in accordance with the laws of The Commonwealth of Massachusetts, and the Parties hereby agree that any unresolved dispute arising under this Amendment #2 shall be only submitted in a court of competent jurisdiction located in The Commonwealth of Massachusetts.
7. Binding Effect; Counterparts. This Amendment #2 may be executed in one or more duplicate counterparts and by facsimile or other electronic transmission, each of which shall constitute an original but all of which shall become effective as provided above. Delivery of any executed signature page to this Amendment #2 by email transmission shall

be as effective as delivery of a manually signed counterpart of this Amendment.

**[signature page follows]**

**IN WITNESS WHEREOF**, the undersigned has caused this Amendment to be duly executed and delivered by its duly authorized officer as of the Effective Date.

**OWNER and TENANT:**

CHEBACCO ROAD SOLAR LLC

By: \_\_\_\_\_

Name: Matthew Murphy

Title: Authorized Representative

**USER and LANDLORD:**

TOWN OF HAMILTON

By: Its Select Board

By: \_\_\_\_\_

Name: Shawn Farrell

Title: Select Board Chair

By: \_\_\_\_\_

Name: Jamie Knudsen

Title: Select Board Member

By: \_\_\_\_\_

Name: Caroline Beaulieu

Title: Select Board Member

By: \_\_\_\_\_

Name: William Olson

Title: Select Board Member

By: \_\_\_\_\_

Name: Tom Myers

Title: Select Board Member



## Joe Domelowicz

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**From:** Vicky Masone  
**Sent:** Thursday, March 2, 2023 1:48 PM  
**To:** Joe Domelowicz; Tim Olson  
**Cc:** Peggy McLoughlin  
**Subject:** Re: EV Stations - Charge to Charge  
**Attachments:** Hamilton EV Fee Proposal Memo.pdf

Joe, Tim and Peggy:

Attached please find my recommendation for fee structures at the EV charging stations. As soon as this is approved, we can turn on the DCFC at Patton.

Vicky

***Victoria A. Masone, P.E.***

Energy Manager, Towns of Hamilton and Wenham  
577 Bay Road  
Hamilton, MA 01982  
e: vmasone@hamiltonma.gov  
p: (978) 853-5112

---

**From:** Joe Domelowicz <jdomelowicz@hamiltonma.gov>  
**Sent:** Monday, February 27, 2023 12:26 PM  
**To:** Vicky Masone <vmasone@hamiltonma.gov>; Tim Olson <tolson@hamiltonma.gov>  
**Subject:** RE: EV Stations - Charge to Charge

Thank you both,  
Joe

**From:** Vicky Masone <vmasone@hamiltonma.gov>  
**Sent:** Monday, February 27, 2023 12:06 PM  
**To:** Tim Olson <tolson@hamiltonma.gov>; Joe Domelowicz <jdomelowicz@hamiltonma.gov>  
**Subject:** Re: EV Stations - Charge to Charge

Hi Tim,

They are not online yet. Could you send me a copy of the bill to review, please?

Joe, I am waiting for the O&M pricing from Voltrek for the DCFC station, then I will finalize my pricing memo and get it you by the end of this week.

Thank you!

Vicky

Victoria A. Masone, P.E.

Energy Manager  
Hamilton, Wenham, HWRSD  
978-853-5112

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**From:** Tim Olson <[tolson@hamiltonma.gov](mailto:tolson@hamiltonma.gov)>  
**Sent:** Monday, February 27, 2023 11:59:29 AM  
**To:** Vicky Masone <[vmasone@hamiltonma.gov](mailto:vmasone@hamiltonma.gov)>; Joe Domelowicz <[jdomelowicz@hamiltonma.gov](mailto:jdomelowicz@hamiltonma.gov)>  
**Subject:** RE: EV Stations - Charge to Charge

Hi Joe and Vicky,

We received a bill from NGrid for the charging stations at Patton Park. Are these in operation? I can have the barriers removed asap if that is the case.

Thanks

Tim

***Timothy J. Olson***

Town of Hamilton  
Director of Public Works  
577 Bay Road  
PO Box 429  
Hamilton, MA 01982  
P: 978-626-5227  
F: 978-468-5582  
[tolson@hamiltonma.gov](mailto:tolson@hamiltonma.gov)

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**From:** Vicky Masone <[vmasone@hamiltonma.gov](mailto:vmasone@hamiltonma.gov)>  
**Sent:** Friday, February 17, 2023 11:56 AM  
**To:** Joe Domelowicz <[jdomelowicz@hamiltonma.gov](mailto:jdomelowicz@hamiltonma.gov)>  
**Cc:** Alex Magee <[amagee@hamiltonma.gov](mailto:amagee@hamiltonma.gov)>; Peggy McLoughlin <[pmcloughlin@hamiltonma.gov](mailto:pmcloughlin@hamiltonma.gov)>; Tim Olson <[tolson@hamiltonma.gov](mailto:tolson@hamiltonma.gov)>  
**Subject:** EV Stations - Charge to Charge

Hi Joe,

We just got off the phone with Voltrek who helped us set up the DCFC for fee-based charging. The station has not been placed online yet, but is ready to go live as soon as we make the decision on what to charge.

Alex brought up a good point - do we need to bring our proposed fee structure to the Select Board for approval? I am happy to write up a memo outlining my recommendation if necessary. I will propose charging to use both the Level 2 stations behind Town Hall and the DCFC at Patton Park.

Please advise and I will proceed accordingly.

Thank you!

Vicky

***Victoria A. Masone, P.E.***

Energy Manager, Towns of Hamilton and Wenham

577 Bay Road

Hamilton, MA 01982

e: [vmasone@hamiltonma.gov](mailto:vmasone@hamiltonma.gov)

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577 Bay Road  
Hamilton, MA 01936

Phone  
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Web site

(978) 468-5572  
(978) 468-2682  
<http://www.hamiltonma.gov>

# Memo

**To:** Joe Domelowicz, Town Manager  
**From:** Victoria Masone, Energy Manager  
**cc:** Tim Olson, DPW Director  
Peggy McLaughlin, Treasurer / Collector  
**Date:** March 2, 2023  
**Re:** Proposed Fee Structure for Town-owned EV Charging Stations

The Town completed installation of two grant-funded publicly accessible DC Fast-Chargers (DCFC) for electric vehicle charging at Patton Park in February 2023. The Town completed installation of one publicly accessible two-port Level 2 charging station at Town Hall in 2020. Although the purchase and installation of these stations was entirely grant-funded, there are year over year operating and maintenance costs that the Town is looking to recover by charging fees for the public's use of these charging stations.

A summary of the estimated annual costs for operation and maintenance of each set of stations is below. Hours utilized and kWh dispensed are based on calendar year 2022 actual data from the Town Hall station.

## Annual Costs to Run the Stations

		Town Hall Level 2 Station	Patton Park DCFC Stations
Networking Fees		\$660	\$2,400
Service Contract and Quarterly Preventative Maintenance		\$900	\$2,100
<i>Cost of Electricity (\$/kWh)</i>	<i>\$0.21</i>		
<i>kWh Dispensed (kWh/yr)</i>	<i>13,483 (2022 actual)</i>		
Electricity Costs		\$3,553	\$3,553
<b>Total Operating Costs</b>		<b>\$5,113</b>	<b>\$8,053</b>

### Proposed Fee Structure

Consistent with the fee structure for surrounding EV stations and based on guidance from Chargepoint, the station manufacturer, I propose the following per-kWh plus parking fee structure.

	Town Hall Level 2 Station		Patton Park DCFC Stations	
Per-kWh charge	\$0.21		\$0.21	
kWh Dispensed (based on 2022)	13,483		13,483	
Revenue for Electricity		\$2,831		\$2,831
Parking Fee (\$/hr)	\$1.00		\$2.00	
Hours Utilized (based on 2022)	2,800		2,800	
Revenue for Parking		\$2,800		\$5,600
<b>Total Annual Revenue</b>		<b>\$5,631</b>		<b>\$8,431</b>

I recommend this fee structure be reviewed annually against actual station usage data.

## Joe Domelowicz

---

**From:** Tim Olson  
**Sent:** Friday, February 24, 2023 11:33 AM  
**To:** Joe Domelowicz  
**Subject:** FW: External Email Warning Hamilton Preliminary Estimates  
**Attachments:** 23-0224 Reduced Scope Estimate Hamilton TH.pdf; 23-0215 PMC Hamilton Town Hall A la Carte estimate.pdf

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Hi Joe,

Here is the latest estimate from Drayton.

I think we are in good shape, but would like to discuss this with you prior to distributing to other.

Thanks

Tim

### ***Timothy J. Olson***

Town of Hamilton  
Director of Public Works  
577 Bay Road  
PO Box 429  
Hamilton, MA 01982  
P: 978-626-5227  
F: 978-468-5582  
[tolson@hamiltonma.gov](mailto:tolson@hamiltonma.gov)

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**From:** R. Drayton Fair <[dfair@llbarch.com](mailto:dfair@llbarch.com)>  
**Sent:** Friday, February 24, 2023 11:30 AM  
**To:** Tim Olson <[tolson@hamiltonma.gov](mailto:tolson@hamiltonma.gov)>  
**Cc:** Mark Ritz <[mritz@llbarch.com](mailto:mritz@llbarch.com)>  
**Subject:** External Email Warning Hamilton Preliminary Estimates

Hello Tim,

Get speaking with you today!

Here is the Menu estimate that we discussed, as well as the backup from PM&C. As I mentioned, I am waiting for a final review from our Engineers, but I wanted to get something to you before I went to my conference next week.

But it looks like we have a project in some form!

R. Drayton Fair AIA ALA LEED AP BD+C  
Senior Principal  
LLB Architects | Pawtucket, RI | Worcester, MA  
[www.llbarch.com](http://www.llbarch.com) | 401-421-7715 | 508-556-4648

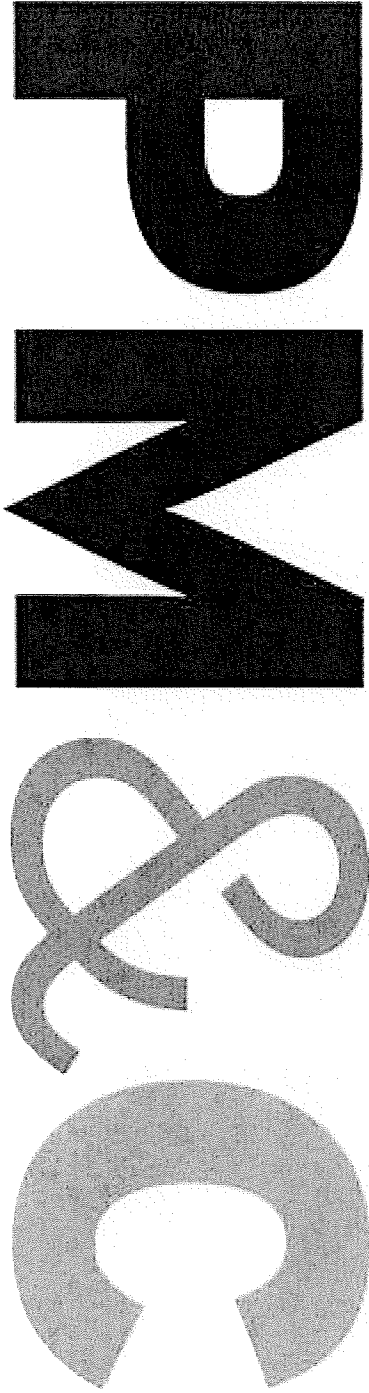


**Hamilton Town Hall**

Itemized Scope of Work  
Loosely Based upon PM&C Estimate of July 11, 2022

		11-Oct-22	24-Feb-23	Options ADD	Options DEDUCT
*		LLB (markup at bottom)			
**	Scope Revision Jan. 25, 2023				
			PM&C (markup incl.)		
			Feb. 24, 2023		
	Required Selective Demolition - Existing Building	\$50,000	incl. in items		
	Structural Reinforcements - Existing Building	\$105,000	\$151,851		
	Req'd Demo	\$12,500	incl.		
*	Existing Building Roof & Insulation	\$220,000	\$438,120		
	New / Renovated Cupola		incl.		-\$77,648
	Exterior Wood Repair - Existing Building	\$175,000	\$360,235		
	Repaint existing exterior	\$88,562	incl.		
	Fire Protection - Existing Building	\$184,730	\$580,803		
	Exist. Ceiling Demo	\$12,000	incl.		
	New ACT Ceiling	\$54,300	incl.		
*	Reinforce Upper Level plaster Ceiling		incl.		
**	Acoustic Treatment Upper Level plaster Ceiling			\$60,244	
	Fire Alarm - complete	\$63,459	\$196,205		
	Miscellaneous HVAC / Electrical Repairs	\$250,000	\$78,251		
	New Exterior Ramp & North Entry Steps	\$219,391	\$255,195		
*	Req'd Demo	\$7,500	incl.		
	Waterproof basement wall under entry		incl.		
	Addition w/ Elevator	\$1,144,879	\$1,753,916		
	Req'd Demo	\$25,000	incl.		
	Req'd Electric Service Upgrade	\$300,000	incl.		
	Site Improvements				
	Limited Site to existing TH lot	\$100,000	\$369,964		
	New Utilities		\$308,786		
	New Septic System	\$86,850	incl.		
	Storm Drainage	\$92,900	incl.		
	Water Service	\$48,350	incl.		
	Electrical Utilities	\$134,000	incl.		
**	New Generator			\$306,042	
	Earthwork (Addition Earthwork incl. above)	\$100,000	incl.		
	Paving & Curbing	\$155,250	incl.		
	Pavement markings & signs	\$5,750	incl.		
*	Renovate Existing Lower Level Toilets		\$100,237		
*	Renovate Existing Main Level Toilets		\$101,942		
*	New Toilets Upper Level (2)		\$149,365		
**	Refinish 2nd Floor Meeting Room		\$51,087		
	Sub Total	\$3,635,421			
	Construction Markups @ 20%	\$727,084	incl.		
**	Sub Total	\$4,362,505	\$4,895,957	\$5,262,243	\$376,087
	Phased for Occupancy				
	Construction Contingency @ 10%	\$436,251	\$489,596	\$563,833	
	Construction Sub Total	\$4,798,756	\$5,385,553	\$6,202,163	
	Additional Design Fees - Estimate	\$350,000	\$260,000	\$260,000	
	Additional OPM Fees - Estimate	\$150,000	\$0	\$0	
	Misc. Project Expenses - Estimate	\$240,000	\$240,000	\$240,000	
	Project Total	\$5,538,756	\$5,885,553	\$6,702,163	





**Construction Documents Estimate  
A la Carte Exercise**

**Hamilton Town Hall  
Preservation Design Project**

Hamilton, MA

**PM&C LLC**  
20 Downer Ave, Suite 5  
Hingham, MA 02043  
(T) 781-740-8007  
(F) 781-740-1012

Prepared for:  
**LLB Architects**

February 15, 2023



Hamilton Town Hall  
 Hamilton, MA  
 Preservation Design Project

February 15, 2023

**MAIN CONSTRUCTION COST SUMMARY**

	Construction Start	Gross Floor Area	\$/sf	Estimated Construction Cost
	Oct-23			
RENOVATE EXISTING TOWN HALL		11,725	\$148.58	\$1,742,102
ADDITION		1,776	\$665.34	\$1,181,651
HAZARDOUS MATERIALS ABATEMENT <sup>1</sup>				\$8,500
SITework				\$738,614
<b>SUB-TOTAL</b>		<b>13,501</b>	<b>\$271.90</b>	<b>\$3,670,867</b>
DESIGN AND PRICING CONTINGENCY	5.0%			\$124,461
ESCALATION	5.25%			\$192,721
<b>SUB-TOTAL</b>		<b>13,501</b>	<b>\$295.39</b>	<b>\$3,988,049</b>
GENERAL CONDITIONS/GR's	12	mths	\$50,000	\$600,000
BOND	1.15%			\$45,863
INSURANCE GL/PL	1.85%			\$73,779
PERMIT				Waived
OVERHEAD + FEE	4.00%			\$188,308
<b>TOTAL OF ALL CONSTRUCTION</b>	Oct-23	13,501	\$362.64	<b>\$4,895,999</b>

1_ ADD ALTERNATE - GENERATOR INCLUDING PAD AND FENCE				\$306,042
2_ ADD ALTERNATE - ACOUSTIC TREATMENT TO ETR CEILING IN MEETING ROOM				\$60,244
Break-out pricing for Cupola (included in base estimate)				\$77,648
ADD for phasing in occupied building			ADD	\$367,087

Note <sup>1</sup> Per Smith & Wessel Associates, Inc. Inspection Report dated March 4, 2019.



**A LA CARTE MENU APPROXIMATE VALUES**

**TOTAL**

1 Existing Building Roof, insulation and new Cupola	\$438,120
2 Existing building exterior wood repair. Repaint existing exterior.	\$360,235
3 Fire Protection in existing building including all ceiling work	\$580,803
4 Fire Alarm, complete	\$196,205
5 Miscellaneous HVAC/ Electrical repairs to accommodate limited renovations	\$78,251
6 New exterior ramp and north entry steps including associated demolition and waterproofing of basement wall under entry	\$255,195
7 Addition with elevator including associated demolition and electric service upgrade	\$1,753,916
8 Site Improvements per limit of work as shown on Dwg. AS1.00	\$369,964
9 Utility work	\$308,786
10 Renovate existing Lower Level Toilets	\$100,237
11 Renovate existing Main Level Toilets	\$101,942
12 Add New Toilets on Upper Level	\$149,365
13 Remaining structural improvements in existing building	\$151,851
14 Work in existing 2nd floor Meeting room - patch wood trim, paint walls, refinish wood floors (ceiling work included w/ fire protection upgrades)	\$51,087



**Hamilton Town Hall**  
Hamilton, MA  
Preservation Design Project

February 15, 2023

This Construction Documents A la Carte cost estimate exercise was produced from drawings dated July 20th, 2020 prepared by LLB Architects and their design team. The revised scope is not identified on the current drawings, dated 23rd September, 2022 so we have done our best to anticipate the work involved. ~~Design and engineering changes occurring subsequent to the issue of these documents and value engineering have not been incorporated in this estimate.~~

This estimate includes all direct construction costs, general contractors overhead, fee and design contingency. Cost escalation assumes start dates indicated.

Bidding conditions are expected to be public bidding to general contractors, sub-contractors, open specifications for materials and manufacturers.

The estimate is based on prevailing wage rates for construction in this market and represents a reasonable opinion of cost. It is not a prediction of the successful bid from a contractor as bids will vary due to fluctuating market conditions, errors and omissions, proprietary specifications, lack or surplus of bidders, perception of risk, etc. Consequently the estimate is expected to fall within the range of bids from a number of competitive contractors or subcontractors, however we do not warrant that bids or negotiated prices will not vary from the final construction cost estimate.

#### **ITEMS NOT CONSIDERED IN THIS ESTIMATE**

Items not included in this estimate are:

- Land acquisition, feasibility, and financing costs
- All professional fees and insurance
- Site or existing conditions surveys investigations costs, including to determine subsoil conditions
- All Furnishings, Fixtures and Equipment
- Items identified in the design as Not In Contract (NIC)
- Items identified in the design as by others
- Owner supplied and/or installed items as indicated in the estimate
- Utility company back charges, including work required off-site
- Work to City streets and sidewalks
- Construction contingency
- Contaminated soils removal
- Gas Pumps



Hamilton Town Hall  
Hamilton, MA  
Preservation Design Project

15-Feb-23

<b>CONSTRUCTION COST SUMMARY IN CSI FORMAT</b>									
RENOVATION			ADDITION		SITE WORK		Subtotal	Total	
<b>RENOVATIONS AND ADDITIONS</b>									
<b>DIV. 2 EXISTING CONDITIONS</b>			<b>\$116,050</b>						<b>\$116,050</b>
024000 Demolition									
025000 Selective Demolition	\$107,550						\$107,550		\$107,550
025100 Hazardous Abatement	\$8,500						\$8,500		\$8,500
<b>DIV. 3 CONCRETE</b>			<b>\$6,040</b>		<b>\$69,089</b>	<b>\$80,800</b>	<b>\$80,800</b>		<b>\$155,929</b>
033000 Cast-in-Place Concrete	\$6,040			\$69,089		\$80,800		\$155,929	
<b>DIV. 4 MASONRY</b>			<b>\$43,900</b>		<b>\$81,950</b>		<b>\$55,000</b>		<b>\$180,850</b>
040002 Unit Masonry	\$43,900			\$81,950		\$55,000		\$180,850	
<b>DIV. 5 METALS</b>			<b>\$4,750</b>		<b>\$10,830</b>		<b>\$54,260</b>		<b>\$69,840</b>
054000 Cold Form Metal Framing					\$10,830				
055000 Metal Fabrications	\$4,750			\$10,830		\$54,260		\$69,840	
<b>DIV. 6 WOODS &amp; PLASTICS</b>			<b>\$333,145</b>		<b>\$226,354</b>				<b>\$559,499</b>
060312 Historic Wood Repair	\$180,670			\$84,970			\$265,640		\$265,640
061000 Rough Carpentry	\$101,175			\$78,524			\$179,699		\$179,699
064100 Architectural Woodwork	\$16,300			\$62,860			\$79,160		\$79,160
066600 Fiberglass Architectural Elements	\$35,000						\$35,000		\$35,000
<b>DIV. 7 THERMAL &amp; MOISTURE PROTECTION</b>			<b>\$224,384</b>		<b>\$106,565</b>				<b>\$330,949</b>
070001 Waterproofing, Damp proofing and	\$6,256			\$37,797			\$44,053		\$44,053
070002 Roofing and Flashing	\$159,624			\$49,052			\$208,676		\$208,676
072100 Thermal Insulation	\$57,504			\$11,716			\$69,220		\$69,220
074623 Wood Siding									
078400 Fire stopping	\$1,000			\$500			\$1,500		\$1,500
079500 Expansion joint covers				\$7,500			\$7,500		\$7,500
<b>DIV. 8 DOORS &amp; WINDOWS</b>			<b>\$8,550</b>		<b>\$49,420</b>				<b>\$57,970</b>
081110 Doors and Frames	\$6,360			\$9,120			\$15,480		\$15,480
083100 Access Doors and Frames	\$1,000						\$1,000		\$1,000
083313 Coiling Doors									
085200 Wood Windows				\$28,200			\$28,200		\$28,200
087100 Door Hardware				\$12,100			\$12,100		\$12,100
088000 Glazing									
089000 Louvers	\$1,190						\$1,190		\$1,190
<b>DIV. 9 FINISHES</b>			<b>\$437,583</b>		<b>\$123,723</b>				<b>\$561,306</b>
090560 Common Work Results for Flooring									
090002 Tiling	\$68,028						\$68,028		\$68,028
090003 Acoustical Ceilings	\$60,800						\$60,800		\$60,800
090005 Resilient Flooring	\$1,600			\$5,350			\$6,950		\$6,950
090007 Painting	\$137,888			\$36,580			\$174,468		\$174,468
091230 Plaster Patching and Repair	\$54,000						\$54,000		\$54,000
092900 Gypsum Board Assemblies	\$95,867			\$69,793			\$165,660		\$165,660
096560 Wood Flooring	\$19,400			\$12,000			\$31,400		\$31,400
096810 Carpet									
<b>DIV 10 SPECIALTIES</b>			<b>\$12,778</b>		<b>\$3,050</b>				<b>\$15,828</b>
101100 Visual Display Surfaces									
101400 Signage	\$238			\$2,000			\$2,238		\$2,238
102100 Toilet Compartments									
102800 Toilet Accessories	\$10,540						\$10,540		\$10,540
103400 Chain-Link Partitions									
104400 Fire Protection Specialties	\$2,000			\$1,050			\$3,050		\$3,050
105113 Lockers									
<b>DIV. 11 EQUIPMENT</b>									
111600 Vault Door									
115213 Projection Screens									
<b>DIV. 12 FURNISHINGS</b>									
122100 Window Shades									
123553 Casework									
124810 Entrance Floor Mats									
<b>DIV. 13 SPECIAL CONSTRUCTION</b>									
132700 Modular Vaults									
<b>DIV. 14 CONVEYING SYSTEMS</b>					<b>\$300,000</b>				<b>\$300,000</b>
142400 Passenger Elevators				\$300,000			\$300,000		\$300,000
<b>DIV. 21 FIRE SUPPRESSION</b>			<b>\$211,050</b>		<b>\$14,050</b>				<b>\$225,100</b>
210000 Fire Protection	\$211,050			\$14,050			\$225,100		\$225,100
<b>DIV. 22 PLUMBING</b>			<b>\$65,600</b>		<b>\$14,000</b>				<b>\$79,600</b>
220000 Plumbing	\$65,600			\$14,000			\$79,600		\$79,600



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<b>CONSTRUCTION COST SUMMARY IN CSI FORMAT</b>						
	<b>RENOVATION</b>	<b>ADDITION</b>	<b>SITE WORK</b>		<b>Subtotal</b>	<b>Total</b>
<b>RENOVATIONS AND ADDITIONS</b>						
<b>DIV. 23 HVAC</b>		<b>\$59,500</b>		<b>\$39,588</b>		<b>\$99,088</b>
230000 HVAC	\$59,500		\$39,588		\$99,088	
<b>DIV. 26 ELECTRICAL</b>		<b>\$226,075</b>		<b>\$72,313</b>	<b>\$48,550</b>	<b>\$346,938</b>
260000 Electrical	\$226,075		\$72,313	\$48,550	\$346,938	
<b>DIV. 31 EARTHWORK</b>		<b>\$1,197</b>		<b>\$70,719</b>	<b>\$107,964</b>	<b>\$179,880</b>
311000 Site Preparation				\$68,400	\$68,400	
312000 Earthwork	\$1,197		\$25,719	\$27,264	\$54,180	
312500 Erosion control				\$12,300	\$12,300	
316600 Ground Improvement			\$45,000		\$45,000	
<b>DIV. 32 EXTERIOR IMPROVEMENTS</b>					<b>\$186,940</b>	<b>\$186,940</b>
320000 Paving				\$157,105	\$157,105	
323000 Site Improvements				\$6,000	\$6,000	
329200 Landscaping				\$23,835	\$23,835	
<b>DIV. 33 UTILITIES</b>					<b>\$205,100</b>	<b>\$205,100</b>
331000 Water Utilities				\$45,750	\$45,750	
333000 Sanitary Sewerage Utilities				\$86,850	\$86,850	
334000 Storm Drainage Utilities				\$72,500	\$72,500	
335000 Gas services						
<b>SUBTOTAL DIRECT (TRADE) COST</b>	<b>\$1,750,602</b>		<b>\$1,181,651</b>	<b>\$738,614</b>		<b>\$3,670,867</b>



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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RENOVATION

**02 - EXISTING CONDITIONS**

1								
2								
3		<b>024100 DEMOLITION</b>						
4		SUBTOTAL						
5								
6		<b>025000 SELECTIVE DEMOLITION</b>						
7	025000	<u>Exterior</u>						
8	025000	000002 A10- Remove door and frame	1	ea	500.00	500		
9	025000	000007 B2- Remove windows including quarry tile window sill	2	ea	400.00	800		
10	025000	000002 B4- Remove fascia	276	lf	8.00	2,208		
11	025000	000002 B6- Remove fire escape and related foundation	1	ea	5,000.00	5,000		
12	025000	000006 B6- Remove wood steps and rails	67	lfr	15.00	1,005		
13	025000	000007 B8- Remove portions of building foundation for new door ope	30	sf	75.00	2,250		
14	025000	000006 B15- Remove existing ramp, and rails	1	ls	1,750.00	1,750		
15	025000	000002 B21- Remove steps, walls/roof to basement dog house	1	ea	2,000.00	2,000		
16	025000	000006 B22- Remove roof canopy/overhang and foundation at entry porch	1	ea	2,500.00	2,500		
17	025000	000002 B26- Remove and dispose corner and skirt trim board	900	lf	3.50	3,150		
18	025000	000007 B29- Remove and dispose of wall finish and sheathing at exterior wall now interior	200	sf	5.00	1,000		
19	025000	000002 C9- Remove wall mounted light	3	ea	50.00	150		
20	025000	000002 D4- Remove wall exhaust system				w/ MEP demo		
21	025000	000002 D15- Remove wall mounted conduits and wires				w/ MEP demo		
22	025000	000007 Enlarge ope at 2nd floor to new addition	1	loc	1,500.00	1,500		
23	025000	000001 Remove rooftop exhaust fan	1	loc		included in MEP demo		
24	025000	000001 Remove existing roof asphalt roof, gutters and drip edge	4,792	sf	4.00	19,168		
25	025000	000001 Remove EPDM roof system including edge metal flashing	237	sf	5.00	1,185		
26	025000	<u>Structural</u>						
27	025000	000010 Demo and remove trenched slab on grade at renovated bathrooms	150	sf	15.00	2,250		
28	025000	000010 Demo and remove MEP concrete pads	50	sf	15.00	Not in scope		
29	025000	000010 Demo and remove floor joists and decking in its entirety at 2nd	760	sf	12.00	Not in scope		
30	025000	<u>Interior</u>						
31	025000	A10; Demo and remove existing door, frame and threshold	40	ea	200.00	see scope below		
32	025000	A20; Remove, salvage and store existing historic trim for reinstallation	50	lf	50.00	see scope below		
33	025000	A23; Remove existing door, frame and trim, salvage for future use	4	ea	300.00	see scope below		
34	025000	B6; Demo and remove stairs	1	ls	8,000.00	see scope below		
35	025000	Demolition of floor finishes and base	10,000	sf	2.00	see scope below		
36	025000	000003 Demolition of ceilings	6,080	sf	1.50	9,120		
37	025000	A9; Demolition of interior walls	5,558	sf	4.00	see scope below		
38	025000	Demolition of office partitions & doors	225	lf	15.00	see scope below		
39	025000	Remove casework and specialties	11,725	gsf	0.50	see scope below		
40	025000	Remove and dispose of existing restroom wall tile	11,725	gsf	0.50	see scope below		
41	025000	A39; Remove and dispose of existing plaster and lathe. Salvage and store all historic trim	1,804	sf	10.00	see scope below		
42	025000	Miscellaneous demolition/protection/shoring	11,725	gsf	1.00	see scope below		
43	025000	Remove moveable equipment, per general note K/Go.02	11,725	gsf	0.40	see scope below		
44	025000	Remove cut and capped MEP equipment, fixtures & fittings including radiators	11,725	gsf	2.00	see scope below		
45	025000	3.4 Remove cut and capped fire protection and fire alarm fixtures and fittings	11,725	gsf	1.50	17,588		
46	025000	<u>Interior - renovations associated with the addition</u>	380	gsf				
47	025000	000007 B6; Demo and remove stairs	1	ls	8,000.00	8,000		
48	025000	000007 A10; Demo and remove existing door, frame and threshold	5	ea	200.00	1,000		
49	025000	000007 Demolition of floor finishes and base	380	sf	2.00	760		
50	025000	000007 Demolition of ceilings	380	sf	1.50	570		
51	025000	000007 A9; Demolition of interior walls	894	sf	5.00	4,470		
52	025000	000007 Miscellaneous demolition/protection/shoring	3	levels	1,000.00	3,000		
53	025000	000007 Remove cut and capped MEP equipment, fixtures & fittings	380	gsf	3.00	1,140		
54	025000	<u>Interior - lower level bathroom renovations</u>	170	gsf				
55	025000	000010 Demolition of floor finishes and base	170	sf	3.00	510		



Hamilton Town Hall  
 Hamilton, MA  
 Preservation Design Project

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GFA 11,725

CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
56	025000	000010						
		Demolition of ceilings	170	sf	1.50	255		
57	025000	000010						
		Remove and dispose of existing restroom wall tile	490	sf	3.00	1,470		
58	025000	000010						
		Remove and dispose of toilet accessories	2	rms	500.00	1,000		
59	025000	000010						
		Miscellaneous demolition/protection/shoring	170	gsf	5.00	850		
60	025000	000010						
		Remove cut and capped MEP equipment, fixtures & fittings	1	ls	1,500.00	1,500		
61	025000							
		<u>Interior - main level bathroom renovations</u>	225	gsf				
62	025000	000011						
		Demolition of floor finishes and base	225	sf	3.00	675		
63	025000	000011						
		Demolition of ceilings	225	sf	1.50	338		
64	025000	000011						
		Remove and dispose of existing restroom wall tile	490	sf	3.00	1,470		
65	025000	000011						
		Remove and dispose of toilet accessories	2	rms	500.00	1,000		
66	025000	000011						
		Miscellaneous demolition/protection/shoring	225	gsf	5.00	1,125		
67	025000	000011						
		Remove cut and capped MEP equipment, fixtures & fittings	1	ls	1,500.00	1,500		
68	025000							
		<u>Interior - level 2 bathroom renovations</u>	175	gsf				
69	025000	000012						
		A10; Demo and remove existing door, frame and threshold	2	ea	200.00	400		
70	025000	000012						
		Demolition of floor finishes and base	175	sf	3.00	525		
71	025000	000012						
		Demolition of ceilings	175	sf	1.50	263		
72	025000	000012						
		A9; Demolition of interior walls	96	sf	5.00	480		
73	025000	000012						
		Miscellaneous demolition/protection/shoring	175	gsf	5.00	875		
74	025000	000012						
		Remove cut and capped MEP equipment, fixtures & fittings	1	ls	1,250.00	1,250		
75								
		SUBTOTAL					107,550	
76								
77	025100	HAZARDOUS ABATEMENT						See Summary
78		SUBTOTAL						
79								
80								
<b>TOTAL - DEMOLITION</b>								<b>\$107,550</b>

**03 - CONCRETE**

71	033000							
		<u>Vault slab: 8" thick</u>						
72	033000							
		Formwork	60	sf	22.00	Not in scope		
73	033000							
		Re-bar; #4 @ 12"EWEF	860	lbs.	2.00	Not in scope		
74	033000							
		WWF reinforcing	247	sf	1.80	Not in scope		
75	033000							
		Concrete material; 4,000 psi	6	cy	140.00	Not in scope		
76	033000							
		Placing concrete	6	cy	225.00	Not in scope		
77	033000							
		Dowel into existing slab	40	loc	100.00	Not in scope		
78	033000							
		Patch concrete slab disturbed at renovated bathrooms	150	sf	20.00	3,000		
79	033000	000011						
		Allowance for equipment pads	1	ls	1,500.00	Not in scope		
80	033000							
		Resurfacing and patching of concrete slabs to receive new flooring	380	sf	8.00	3,040		
81								
82	033000	000007						
		Sealed concrete	595	sf	2.50	Not in scope		
83	033000							
		SUBTOTAL					6,040	
84								
85								
86								
<b>TOTAL - CONCRETE</b>								<b>\$6,040</b>

**04 - MASONRY**

91	042000	000002						
		Infill foundation wall; 12" CMU including dowels into existing	70	sf	55.00	3,850		
92	042000	000013						
		Remove and dispose of existing brick chimney; 10' x 5' lower level to roof, 45' high including shoring and lift allowance	1,350	sf	25.00	33,750		
93	042000	000002						
		Fieldstone patch at infilled foundation wall	70	sf	90.00	6,300		
94								
		SUBTOTAL					43,900	
95								
96								
<b>TOTAL - MASONRY</b>								<b>\$43,900</b>

**05 - METALS**

101	055000	METAL FABRICATIONS						
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CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
102	061000	000013						
		New 1 1/2" diam tie rod w/ turnbuckle and hanger support @ 1/3 points at existing roof trusses	8	ea	3,000.00	24,000		
103	055000	10,11,12						
		Miscellaneous metals in affected areas	950	gsf	5.00	4,750		
104		SUBTOTAL					28,750	
105								
106								
<b>TOTAL - METALS</b>								<b>\$28,750</b>
107								
108								
109								
<b>06 - WOOD, PLASTICS AND COMPOSITES</b>								
110								
111								
	<b>060312</b>	<b>HISTORIC WOOD REPAIR</b>						
112		<b>Exterior</b>						
113	060312	000001						
		Simulated wood rail w/ pvc ballustrade to match existing design and spacing including sunburst panels	60	lf	300.00	18,000		
114	060312	000001						
		Replace cupola spire - allowance	1	ls				
115	060312	000001						
		Restore wood dome	50	sf				
116	060312	000001						
		White solid core cellular PVC simulated wood panels, designed to match existing cupola; 4' x 24"	6	ea				
117	060312	000001						
		Reinstall stored on site Eagle weathervane	1	ls	500.00	500		
118	060312	000002						
		New corner and skirt trim boards	900	lf	35.00	31,500		
119	060312	000002						
		Allowance for new wood upper fascia and trim at new gutter (soffit to remain) A10.20/dfl C4)	290	lf	75.00	21,750		
120	060312	000002						
		Allowance to replace dentil molding						ETR
121	060312	000002						
		GC to 25% wood clap board replacement	1,390	sf	40.00	55,600		
122	060312	000002						
		New 12" tapered wood columns; 9'-10"	2	ea	2,000.00	4,000		
123	060312	000002						
		New bead board at awnings canopy	70	sf	20.00	1,400		
124	060312	000002						
		New dental to match existing at entry	50	lf	40.00	2,000		
125	060312	000002						
		New fascia trim at new canopy/awning	47	lf	50.00	2,350		
126	060312	000002						
		New wood panel trim at new entry canopy	102	sf	35.00	3,570		
127	060312	000002						
		Staging/access	1	ls	30,000.00	30,000		
128	060312	000001						
		Premium for staging at cupola	1	ls	5,000.00	5,000		
129	060312	000013						
		Premium for staging at chimney	1	ls	5,000.00	5,000		
130		SUBTOTAL					180,670	
131								
132								
	<b>061000</b>	<b>ROUGH CARPENTRY</b>						
133	061000							
		<u>Infill with new floor structure at removed stair on first and 2nd floor</u>						
134	061000	000013						
		2x12 @ 16" oc joist framing	160	sf	35.00	5,600		
135	061000	000013						
		3/4" T&G plywood	160	sf	5.00	800		
136	061000	000013						
		Miscellaneous blocking, sills, boards etc.	160	sf	2.00	320		
137	061000							
		<u>Rebuild floor structure at second floor, including shoring (demo carried separately)</u>						
138	061000							
		2x10 @ 16" oc joist framing	760	sf	30.00	Not in scope		
139	061000							
		3/4" T&G plywood	760	sf	8.00	Not in scope		
140	061000							
		Miscellaneous blocking, sill plate,, boards etc.	760	sf	2.00	Not in scope		
141	061000							
		<u>Existing to remain</u>						
142	061000	000013						
		Sister 1 3/4" x 1 7/8" LVL to existing joists at 2nd floor	1,335	sf	15.00	20,025		
143	061000	000013						
		5 1/4 x 11 7/8 LVL	60	lf	55.00	3,300		
144	061000	000013						
		3 1/2 x 7 1/4 LVL	50	lf	25.00	1,250		
145	061000	000013						
		2-2x10	30	lf	40.00	1,200		
146	061000	000013						
		Infill floor at demolished chimney	150	sf	40.00	6,000		
147	061000	000001						
		<u>Entry canopy roof</u>						
148	061000	000001						
		6x6 Post P6	2	ea	280.00	560		
149	061000	000001						
		3- 2x8	20	lf	16.00	320		
150	061000	000001						
		2- 2x10	5	lf	15.00	75		
151	061000	000001						
		2x8 faming infill at 16" oc	60	sf	10.00	600		
152	061000	000001						
		5/8" Plywood sheathing	60	sf	5.50	330		
153	061000							
		<u>Attic</u>						
154	061000	000013						
		Contractor to investigate attic framing and provide supplemental supports as required - allow	2,000	sf	6.00	12,000		
155	061000							
		<u>Roofing</u>						
156	061000	000001						
		Remove and replace roof sheathing - 25% replacement	1,198	sf	12.00	14,376		
157	061000	000001						
		Infill roof at demolished chimney and remove roof vent	100	sf	40.00	4,000		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
158	061000	000001						
		Allowance for miscellaneous blocking at new roof panels	5,029	sf	0.50	2,515		
159	061000							
		<u>Exterior</u>						
160	061000	000002						
		Infill framing and patch sheathing at removed exhaust vent	50	sf	30.00	1,500		
161	061000							
		<u>Miscellaneous interiors</u>						
162	061000							
		Existing grand staircase to be reinforced structurally - allowance					NR	
163	061000							
		A4 partition; 2x4 wood stud	280	sf	8.00	Not in scope		
164	061000	10,11,12						
		Rough blocking at partitions	1	ls	500.00	500		
165	061000	10,11,12						
		Wood blocking at interiors	950	gsf	1.00	950		
166	061000	10,11,12						
		Wood blocking at interior doors	51	lf	4.00	204		
167	061000	10,11,12						
		Backer panels in electrical closets	1	ls	750.00	750		
168								
		SUBTOTAL					77,175	
169								
170								
	<b>064020</b>	<b>ARCHITECTURAL WOODWORK</b>						
171	064100							
		Baluster 2'-8" high	60	ea	180.00	Not in scope		
172	064100							
		Balustrade solid panel at meeting room	52	sf	90.00	Not in scope		
173	064100							
		Balustrade top rail at meeting room	49	lf	75.00	Not in scope		
174	064100							
		Wood chair rail trim at meeting room, match existing profile	50	lf	30.00	Not in scope		
175	064100							
		Wood cove molding trim, prime and paint	173	lf	30.00	Not in scope		
176	064100							
		Wood vertical and horizontal trim at balustrade/balcony at meeting room	103	lf	30.00	Not in scope		
177	064100							
		Wood trim at door frame perimeter	21	lf	30.00	Not in scope		
178	064100							
		Wood trim at perimeter of transaction windows	49	lf	30.00	Not in scope		
179	064100							
		Wood wainscot paneling at corridor to match existing	31	sf	90.00	Not in scope		
180	064100							
		Wood chair rail trim at corridor, match existing profile	136	lf	30.00	Not in scope		
181	064100							
		Wood column trim at corridor, match existing profile	25	sf	90.00	Not in scope		
182	064100							
		Install new door and hardware	35	ea	300.00	Not in scope		
183	064100							
		Install new door frame	32	ea	150.00	Not in scope		
184	064100							
		Reinstall existing salvaged door; single	1	ea	1,200.00	Not in scope		
185	064100							
		Wood frame storefront at sliding glass transaction window w/ counter; 8' wide	1	ea	6,500.00	Not in scope		
186	064100							
		Wood frame storefront at sliding glass transaction window w/ counter; 7' wide	1	ea	6,000.00	Not in scope		
187	064100							
		B-1; Wood base, to match historic, 6 3/4"	2,434	lf	18.00	Not in scope		
188	064100							
		Reinstall salvaged historic trim	50	lf	150.00	Not in scope		
189	090007							
		<u>ETR Meeting room on 2nd floor</u>						
190	090007	000014						
		Patch wood trim - allowance	1	ls	10,560.00	10,560		
191	090007							
		<u>Reduced scope items</u>						
192	064100	10,11,12						
		Refinish and repair existing wainscot everywhere radiators have been removed to accommodate renovations - allow	7	loc	900.00	6,300		
193	064100	10,11,12						
		Miscellaneous wood trim damaged at new work - allow	1	ls	10,000.00	10,000		
194	064100							
		<b>Stairs</b>						
195	064100							
		Existing staircase railings to be restored	1	ls	20,000.00	Not in scope		
196	064100							
		New stair and landing to stage, 4' wide	1	loc	2,000.00	Not in scope		
197	064100							
		New stair and landing to stage, 5' wide	1	loc	2,500.00	Not in scope		
198	064100							
		Wood handrail at new stage stairs	33	lf	280.00	Not in scope		
199	064100							
		<b>Casework</b>						
200	064100							
		<i>Assessor Department</i>						
201	064100							
		Tall storage cabinets 42"	2	loc	2,100.00	Not in scope		
202	064100							
		Solid surface transaction counter on brackets including corridor sill; A4/A11.00	8	lf	450.00	Not in scope		
203	064100							
		<i>Break room</i>						
204	064100							
		Base cabinet and solid surface counter at breakroom	16.5	lf	525.00	Not in scope		
205	064100							
		Wall cabinet	6.5	lf	300.00	Not in scope		
206	064100							
		<i>Building Department</i>						
207	064100							
		Solid surface counter on brackets	4.5	lf	350.00	Not in scope		
208	064100							
		<i>Community Preservation Planner</i>						
209	064100							
		Solid surface counter on brackets	5	lf	350.00	Not in scope		
210	064100							
		<i>Copy</i>						
211	064100							
		Shelving	50	lf	50.00	Not in scope		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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**RENOVATION**

212	064100								
		Finance Director							
213	064100								
		Moveable desk/furnishings						NIC	
214	064100								
		Nurse and BOH agent							
215	064100								
		Moveable desk/furnishings						NIC	
216	064100								
		Treasurer							
217	064100		18	lf	350.00			Not in scope	
		Solid surface counter on brackets							
218	064100		7	lf	450.00			Not in scope	
		Solid surface transaction counter on brackets including corridor sill; A4/A11.00							
219	064100								
		Workroom							
220	064100		8	lf	350.00			Not in scope	
		Solid surface counter on brackets							
221		SUBTOTAL						26,860	
222									
223		<b>066600 FIBERGLASS ARCHITECTURAL ELEMENTS</b>							
224	066600	000001	1	ls	35,000.00	35,000			
		18' high fiberglass cupola w/ copper roof							
225		SUBTOTAL						35,000	
226									
227	<b>TOTAL - WOOD, PLASTICS AND COMPOSITES</b>								<b>\$319,705</b>
228									
229									
230	<b>07 - THERMAL AND MOISTURE PROTECTION</b>								
231									
232		<b>070001 WATERPROOFING, DAMPPROOFING AND CAULKING</b>							
233	070001		2,799	sf	16.00			Not in scope	
		Waterproof at existing foundation at interior face							
234	070001		2,799	sf	8.00			Not in scope	
		Vapor barrier at interior face of basement wall							
235	070001		900	lf	5.00			Not in scope	
		Misc. flashing at new corner and skirt boards							
236	070001	000002	1	ls	2,500.00	2,500			
		Miscellaneous sealants to closure & roof							
237	070001	000006	108		16.00			1,728	
		Waterproofing at basement wall @ rebuilt entry steps only							
238		<u>Interior</u>							
239	070001		1	lf	3.00			Not in scope	
		Miscellaneous sealants at partitions							
240	070001	10,11,12	51	lf	2.50			128	
		Backer rod & double sealant at interior doors							
241	070001	10,11,12	950	gsf	2.00			1,900	
		Miscellaneous sealants throughout building							
242		SUBTOTAL						6,256	
243									
244		<b>070002 ROOFING AND FLASHING</b>							
245	070002	000001							
		<u>Flat roof</u>							
246	070002	000001	237	sf	20.00			4,740	
		New EPDM roofing membrane							
247	070002	000001	237	sf	3.00			711	
		Protection board							
248	070002	000001	237	sf	12.00			2,844	
		6" Rigid insulation							
249	070002	000001	237	sf	3.00			711	
		Reinforced vapor barrier							
250	070002	000001							
		<u>Sloped roof</u>							
251	070002	000001	4,792	sf	16.00			76,672	
		New architectural asphalt roof including ice and water shield							
252	070002	000001	4,792	sf	5.00			23,960	
		3/4" Plywood sheathing							
253	072100	000001	4,792	sf	12.00			57,504	
		6" Rigid insulation							
254	070002	000001							
		<u>Miscellaneous Roofing</u>							
255	070002	000001	60	lf	35.00			2,100	
		Roof edge at flat roof							
256	070002	000001	273	ea	14.00			3,822	
		Stainless steel snow guard hooks (assumes 12" oc)							
257	070002	000001	75	lf	20.00			1,500	
		Roof to wall flashing							
258	070002	000001	23	lf	25.00			575	
		Roof to wall flashing at cupola							
259	070002	000001	5,029	sf	1.00			5,029	
		Miscellaneous flashings							
260	070002	000001	273	lf	80.00			21,840	
		4"x4" Copper gutter							
261	070002	000001	216	lf	70.00			15,120	
		3" Round copper downspout							
262		SUBTOTAL						217,128	
263									
264		<b>072100 THERMAL INSULATION</b>							
265		<u>Interior</u>							
266	072100		2,799	sf	3.00			Not in scope	
		Partition B1; 2" Rigid insulation at basement level interior face of exterior wall							
267		SUBTOTAL							
268									
269		<b>078400 FIRESTOPPING</b>							
270	078400	10,11,12	1	ls	1,000.00	1,000			
		Fire stopping - allow							



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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RENOVATION

271		SUBTOTAL					1,000	
272								
273		<b>TOTAL - THERMAL AND MOISTURE PROTECTION</b>						<b>\$224,384</b>

274								
275								
276		<b>08 - OPENINGS</b>						

277								
278		<b>081100 HOLLOW METAL DOORS AND HARDWARE</b>						

279		<u>Frames</u>						
280	081110	Single leaf hm door frame; HM-1	4	ea	340.00			Not in scope
281	081110	Double leaf hm door frame; HM-1	1	ea	400.00			Not in scope
282	081110	32" Sidelight	1	ea	934.50			Not in scope
283		SUBTOTAL						-

284								
285		<b>081416 FLUSH WOOD DOORS</b>						

286	081110	000007	Interior - renovations associated with the addition; new door, frame and hardware	1	ea	2,120.00	2,120	
287	081110	000010	Interior - renovations associated with lower level bathroom renovation; new door, frame and hardware					assume ETR doors
288	081110	000011	Interior - renovations associated with main level bathroom renovation; new door, frame and hardware					assume ETR doors
289	081110	000012	Interior - renovations associated with upper level bathroom renovation; new door, frame and hardware	2	ea	2,120.00	4,240	
290			<u>Frames</u>					Not in scope
291	081110		WD-1 - single (wood trim to match existing profile)	8	ea	850.00		Not in scope
292	081110		WD-1 double (wood trim to match existing profile)	3	ea	1,050.00		Not in scope
293	081110		WD-2 - single	16	ea	510.00		Not in scope
294	081110		<u>Door</u>					
295	081110		Type A - Flush wood door, single	1	ea	650.00		Not in scope
296	081110		Type B - 6 panel wood door to match historic ETR doors; single	8	ea	1,200.00		Not in scope
297	081110		Type B - 6 panel wood door to match historic ETR doors; double	1	pr	2,400.00		Not in scope
297	081110		Type C - 6 panel Dutch door with counter with panels to match historic ETR doors; single	2	ea	1,200.00		Not in scope
298	081110		Type D - Flush wood door, single	16	ea	600.00		Not in scope
299	081110		Type F - 6 panel wood door to match historic ETR doors - double	3	pr	1,800.00		Not in scope
300			SUBTOTAL					6,360

301								
302		<b>083100 ACCESS DOORS AND FRAMES</b>						

303	083100	10,11,12	Access doors/ panels - allow	1	ls	1,000.00	1,000	
304			SUBTOTAL					1,000

305								
306		<b>085200 WINDOWS</b>						

307			SUBTOTAL					-
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308								
309		<b>087100 DOOR HARDWARE</b>						

310	087100		Interior door hardware	35	leaf	980.00		Not in scope
311	087100		Auto door opener - allow	2	ea	6,000.00		Not in scope
312			SUBTOTAL					-

313								
314		<b>088000 GLASS AND GLAZING</b>						

315			SUBTOTAL					-
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316								
317		<b>089000 FIXED LOUVERS</b>						

318	089000	000002	Louvers	17	sf	70.00	1,190	
319			SUBTOTAL					1,190

320								
321		<b>TOTAL - OPENINGS</b>						<b>\$8,550</b>

322								
323								
324		<b>09 - FINISHES</b>						

325								
326		<b>090560 COMMON WORK RESULTS FOR FLOORING</b>						

327			Included w/ 033000 concrete					
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CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
328		SUBTOTAL						
329								
330	<b>090002</b>	<b>TILE</b>						
331	090002	Ceramic tile floor	350	sf	40.00	not in scope		
332	090002 000010	Interior - renovations associated with lower level bathroom renovation; tile flooring	160	sf	40.00	6,400		
333	090002 000011	Interior - renovations associated with main level bathroom renovation; tile flooring	160	sf	40.00	6,400		
334	090002 000012	Interior - renovations associated with upper level bathroom renovation; tile flooring	115	sf	40.00	4,600		
335	090002 10,11,12	Tile base	333	lf	18.00	5,994		
336	090002 10,11,12	Ceramic wall tile wainscot	1,143	sf	38.00	43,434		
337	090002 10,11,12	Stone threshold	6	ea	200.00	1,200		
338	090002	SUBTOTAL					68,028	
339								
340	<b>090003</b>	<b>ACT</b>						
341	090003	Existing ACT	65	sf		Not in scope		
342	090003 000003	ACT- 1 ceilings; 2'x2' Armstrong Ultima	6,080	sf	10.00	60,800		
343		SUBTOTAL					60,800	
344								
345	<b>090005</b>	<b>RESILIENT FLOORS</b>						
346	090005	VCT-2; Protect existing VCT flooring to remain	2,440	sf	2.00	Not in scope		
347	090005	VCT-1; New VCT flooring	95	sf	8.00	Not in scope		
348	090005	Resilient base	936	lf	2.50	Not in scope		
349	090005 000007	Interior - renovations associated with the addition; VCT and base at lowest level	160	sf	10.00	1,600		
349		SUBTOTAL					1,600	
350								
351	<b>090007</b>	<b>PAINTING</b>						
352	090007	<i>Exterior painting</i>						
353	090007 000002	Scrape prime and paint clapboard	4,447	sf	12.00	53,364		
354	090007 000002	Paint new clapboard siding	1,390	sf	10.00	13,900		
355	090007 000002	Prep and paint ex. wood dental at roof soffit	273	lf	4.00	1,092		
356	090007 000002	Prep and paint ex. wood rail above north entry	17	lf	30.00	510		
357	090007 000001	Paint new wood rail at cupola	60	lf	8.00	NR - PVC rail		
358	090007 000002	Prep & paint existing to remain entrance door and frame	4	lvs	750.00	3,000		
359	090007 000002	Prep and paint panel details and trim	512	sf	8.00	4,096		
360	090007 000002	Prep and paint window and door trim	1,440	lf	5.00	7,200		
361	090007 000002	Paint new corner and skirt boards	900	lf	6.00	5,400		
362	090007	Existing wood cupola base; scrape bare, prime and repaint - allow (staging separate)	1	ls	5,120.00	NR - prefab fiberglass		
363	090007	<i>Interior painting</i>						
364	090007	Existing staircases including grand staircase to be painted and restored - allowance	1	ls	15,000.00	Not in scope		
365	090007	Paint to new walls	14,837	sf	0.95	Not in scope		
366	090007	Prime and paint existing walls to remain including scraping, cleaning and removal of mastics, misc. fasteners, tacks, staples etc.; note 13/Go.02	11,725	gsf	2.00	Not in scope		
367	090007 000003	Prep & paint ETR ceilings	2,635	sf	2.00	5,270		
368	090007 000003	Paint to gwb ceilings & soffits	2,445	sf	1.50	3,668		
369	090007	Prep & stain/paint new door and frame	35	lvs	150.00	Not in scope		
370	090007	Prep and stain/paint and restore relocated door and existing frame	1	lvs	750.00	Not in scope		
371	090007	Prep & stain/paint ETR door and frame	26	lvs	250.00	Not in scope		
372	090007	Prime & paint ETR wood arch trim	11	lf	15.00	Not in scope		
373	090007	Prime & paint ETR wood trim at meeting room perimeter	66	lf	15.00	Not in scope		
374	090007	Prime & paint ETR wood trim at meeting room vaulted ceiling	27	lf	15.00	Not in scope		
375	090007	Prime & paint ETR wood wainscot panel	52	sf	10.00	Not in scope		
376	090007	Prime & paint ETR wood wall trim	50	lf	15.00	Not in scope		
377	090007	Prime and paint new woodwork trim and handrails	581	lf	10.00	Not in scope		
378	090007	Prime and paint new wood wainscot paneling and corridor column panels	108	sf	10.00	Not in scope		
379	090007	Interior painting/touch-up	11,725	gsf	0.30	Not in scope		
380	090007	<u>ETR Meeting room on 2nd floor</u>						



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
381	090007	000014						
		Prep and patch etr walls and paint/ stain wood trim	2,520	sf	10.00	25,200		
382	090007							
		<u>Reduced scope items</u>						
383	090007	10,11,12						
		Paint to new walls and adjacent wall disturbed by new work	1,240	sf	0.95	1,178		
384	090007	10,11,12						
		Prep & stain/paint new door and frame	3	lvs	150.00	450		
385	090007	10,11,12						
		Interior painting/touch-up	1	ls	3,000.00	3,000		
386		SUBTOTAL					127,328	
387								
388		<b>091230 PLASTER PATCHING AND REPAIR</b>						
389	091230							
		Allowance to patch existing walls to remain; plaster patching including at removed radiators (approx. 24 loc)	11,725	gsf	3.00	Not in scope		
390	091230							
		Allowance for plaster bidding premium at walls	1	ls	35,000.00	Not in scope		
391	091230	000003						
		Existing ceiling to remain in Meeting room - clean and remove loose plaster. Patch as required. Reinforce, fasten lathe and plaster to structure above throughout entire ceiling	1,800	sf	30.00	54,000		
392	091230	000003						
		Allowance for plaster bidding premium at ceilings				included in ceiling rehab rate		
393		SUBTOTAL					54,000	
394								
395		<b>092300 ACOUSTIC PLASTER</b>						
396	092900	000003						
		Trowel-on acoustic spray in Meeting room. Sonospray or similar	1,800	sf	25.00	Alternate		
397		SUBTOTAL						
398								
399		<b>092900 GWB</b>						
400	092900							
		<u>Interior Partitions</u>						
401	092900							
		A3; 3 5/8" metal stud, 1 layer gwb e.s., insulation	5,099	sf	17.50	Not in scope		
402	092900							
		A3A; 3 5/8" metal stud, 1 layer gwb e.s., 1 layer 1/2" ply sheathing o/s, insulation	167	sf	22.50	Not in scope		
403	092900							
		A4; (2x4 wood stud - rough carpentry) 1 layer gwb e.s., insulation	280	sf	11.50	Not in scope		
404	092900							
		A6; 6" metal stud, 1 layer gwb e.s., insulation	713	sf	19.50	Not in scope		
405	092900							
		B0; 7/8" hat channel 1 layer gwb o.s.	115	sf	11.00	Not in scope		
406	092900							
		B3; 3 5/8" metal stud, 1 layer gwb o.s.	250	sf	12.50	Not in scope		
407	092900							
		D14; Double 6" metal stud, 1 layer gwb e.s., insulation	95	sf	30.00	Not in scope		
408	092900							
		E1; Add 1 layer GWB over 1 layer 1/2" ply sheathing to existing partition o.s.	863	sf	10.00	Not in scope		
409	092900							
		B1; Furring to interior face of basement wall; 1 5/8" stud w/ 1 layer type X gyp board	2,549	sf	9.50	Not in scope		
410	092900							
		Furring to wall previously exterior at connection to new addition	600	sf		assume ETR		
411	092900							
		Allowance for patching/ furring existing walls	11,725	sf	0.25	Not in scope		
408	092900							
		<u>Interior Partitions scope at lower, first and 2nd floor connection to new addition</u>						
409	092900	000007						
		A3; 3 5/8" metal stud, 1 layer gwb e.s., insulation	66	sf	17.50	1,155		
410	092900	000007						
		B1; Furring to interior face of basement wall; 1 5/8" stud w/ 1 layer type X gyp board	352	sf	9.50	3,344		
411	092900	000007						
		Allowance for patching/ furring existing walls	3	flrs	1,000.00	3,000		
412	092900							
		<u>Interior Partitions scope at 2nd level new bathrooms</u>						
413	092900	000012						
		A3; 3 5/8" metal stud, 1 layer gwb e.s., insulation	252	sf	17.50	4,410		
414	092900	000012						
		A6; 6" metal stud, 1 layer gwb e.s., insulation	84	sf	19.50	1,638		
415	092900	000012						
		B3; 3 5/8" metal stud, 1 layer gwb o.s.	84	sf	12.50	1,050		
416	092900	10,11,12						
		Allowance for patching/ furring existing walls	3	flrs	2,000.00	6,000		
417	092900	000004						
		Allowance to patch walls at new FA penetrations	11,725	gsf	2.00	23,450		
418	092900							
		<u>Ceilings</u>						
419	092900	000003						
		GWB ceiling to remain - patch to accommodate fire protection	2,635	sf	15.00	39,525		
420	092900	000003						
		Plaster ceiling to remain	1,240	sf		Not in scope		
421	092900	000003						
		New GWB ceiling	980	sf	16.00	Not in scope		
422	092900	000003						
		New GWB ceiling - moisture resistant at restrooms	435	sf	17.00	7,395		
423	092900	000003						
		GWB soffit - vertical	140	sf	24.00	3,360		
424	092900	000003						
		GWB soffit - horizontal	70	sf	22.00	1,540		
425		SUBTOTAL					95,867	
426								
427		<b>096560 WOOD FLOORING</b>						
428	96560							
		Allowance to repair/ replace existing stair finishes	1	ls	15,000.00	Not in scope		
429	96560							
		Allowance to remove and replace existing wood flooring				Excluded		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST	
<b>RENOVATION</b>									
430	96500	Refinish existing to remain flooring	4,985	sf	7.50	Not in scope			
431	96500	00014 Refinish existing to remain flooring in Meeting room	2,000	sf	7.50	15,000			
432	96500	000007 Interior - renovations associated with the addition; wood patch/ refinish at main level and 2nd floor	220	sf	20.00	4,400			
433		SUBTOTAL					19,400		
434									
435	096810	<b>TILE CARPETING</b>							
436		SUBTOTAL					-		
437	<b>TOTAL - FINISHES</b>								<b>\$427,023</b>
438	<b>10 - SPECIALTIES</b>								
439									
440									
441									
442									
443	101100	<b>VISUAL DISPLAY BOARDS</b>							
444	101100	Marker boards/ tack board allowance	11,725	gsf		FF+E			
445		SUBTOTAL					-		
446									
447	101400	<b>SIGNAGE</b>							
448	101400	10,11,12 Signage - allowance for code signage only at areas affected by new work	950	gsf	0.25	238			
449		SUBTOTAL					238		
450									
451	102800	<b>TOILET ACCESSORIES</b>							
452	102800	10,11,12 Toilet tissue dispenser	6	ea	100.00	600			
453	102800	10,11,12 Sanitary napkin dispenser	6	ea	100.00	600			
454	102800	10,11,12 Soap dispenser	6	ea	60.00	360			
455	102800	10,11,12 Combination paper towel dispenser & disposal	6	ea	490.00	2,940			
456	102800	10,11,12 Mirror	6	ea	145.00	870			
457	102800	10,11,12 Grab bars	6	sets	120.00	720			
458	102800	10,11,12 Coat hook	6	ea	75.00	450			
459	102800	10,11,12 Baby changing station	4	ea	1,000.00	4,000			
460	102800	10,11,12 Shower accessories; grab bars and base (seat w/ Div. 22.)	2	ea	1,200.00	Not in scope			
461	102800	10,11,12 Shower curtain and rail	2	ea	200.00	Not in scope			
462	102800	10,11,12 Janitors closet accessories	2	rms	500.00	Not in scope			
463		SUBTOTAL					10,540		
464									
465	103400	<b>Chain-link Partitions</b>							
466	103400	Chainlink partition in basement storage areas	106	lf	120.00	Not in scope			
467	103400	Add for single leaf door/gate	6	ea	500.00	Not in scope			
468		SUBTOTAL					-		
469									
470	104400	<b>FIRE PROTECTION SPECIALTIES</b>							
471	104400	10,11,12 Fire extinguisher cabinets	1	ls	2,000.00	2,000			
472		SUBTOTAL					2,000		
473									
474	105113	<b>LOCKERS</b>							
475	105113	Metal lockers, single tier, 15"x18"x72"	7	loc	350.00	Not in scope			
476		SUBTOTAL					-		
477	<b>TOTAL - SPECIALTIES</b>								<b>\$12,778</b>
478	<b>11 - EQUIPMENT</b>								
479									
480									
481	115213	<b>PROJECTION SCREENS</b>							
482	115213	120" Electrically operated projection screen, projector including mount in Meeting room & 1# 55" TV screen in Conference room; commercial grade	1	ls	30,000.00	Not in scope			
483		SUBTOTAL					-		
484	<b>TOTAL - EQUIPMENT</b>								
485									
486									
487									
488									



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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**RENOVATION**

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**12 - FURNISHINGS**

**122410 WINDOW TREATMENT**

Window treatment allowance FF+E

SUBTOTAL -

**123000 FIXED CASEWORK**

Included w Div.06

SUBTOTAL

**124810 ENTRANCE MATS**

Walk-off carpet tile in vestibules 70 sf 25.00 Not in scope

SUBTOTAL Not in scope

**TOTAL - FURNISHINGS**

**13 - SPECIAL CONSTRUCTION**

**132700 VAULTS**

Modular vault; complete system including doors 1 ls 80,000.00 Not in scope

SUBTOTAL -

**TOTAL - VAULTS**

**14 - CONVEYING SYSTEMS**

**144000 ELEVATORS**

w/ Addition

SUBTOTAL

**TOTAL - CONVEYING**

**21 - FIRE SUPPRESSION**

**210000 FIRE PROTECTION**

Equipment

Fire service entrance 1 ea 6,500.00 Not in scope

Wet Alarm check valve assembly 1 ea 6,000.00 Not in scope

Dry Alarm check valve assembly 1 ea 5,000.00 Not in scope

Double check valve assembly 1 ea 8,500.00 Not in scope

Fire department connection 1 ea 2,000.00 Not in scope

Zone control valve assembly 3 ea 3,000.00 Not in scope

Electric bell 1 ea 700.00 Not in scope

Air compressor assembly 1 ea 7,500.00 Not in scope

Sprinkler heads, upright in combustible space 4 ea 120.00 Not in scope

Sprinkler heads, upright in occupied space 93 ea 120.00 Not in scope

Sprinkler heads, concealed pendent 120 ea 120.00 Not in scope

Sprinkler heads, concealed 32 ea 120.00 Not in scope

Sprinkler heads attic, dry upright 37 ea 110.00 Not in scope

Sprinkler heads Mtg/Hall, dry upright 18 ea 110.00 Not in scope

Main sprinkler piping with fittings & hangers 550 lf 48.00 Not in scope

Branch piping with fittings & hangers 1,360 lf 35.00 Not in scope

Dry sprinkler piping with fittings & hangers 180 lf 40.00 Not in scope

Miscellaneous valves, switches & accessories 1 ls 3,200.00 Not in scope

Miscellaneous

Coordination & BIM 1 ls 10,000.00 Not in scope

Hydraulic calculations 1 ls 3,600.00 Not in scope

Coring, sleeves & fire stopping 1 ls 2,500.00 Not in scope

Commissioning support 1 ls 800.00 Not in scope





CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST	
<b>RENOVATION</b>									
552	210000	Fees & permits	1	ls	2,300.00	Not in scope			
553	210000	00003	Install new fire protection system in existing building including attic	11,725	sf	18.00	211,050		
554		SUBTOTAL					211,050		
555									
556	<b>TOTAL - FIRE SUPPRESSION</b>							<b>\$211,050</b>	
557									
558	<b>22 - PLUMBING</b>								
559									
560		<b>220000 PLUMBING</b>							
561	220000	<u>Equipment</u>							
562	220000	Electric water heater 50 gallon	1	ea	8,000.00	Not in scope			
563	220000	Water meter assembly	1	ea	5,000.00	Not in scope			
564	220000	Backflow preventer	1	ea	5,000.00	Not in scope			
565	220000	Mixing valve	1	ea	6,500.00	Not in scope			
566	220000	Recirculating pump	1	ea	2,400.00	Not in scope			
567	220000	Duplex sewage ejector station	1	ea	7,500.00	Not in scope			
568	220000	Floor drain	1	ea	1,200.00	Not in scope			
569	220000	Hose bibb	2	ea	300.00	Not in scope			
570	220000	Duplex sump pump w/ alarm	1	ea	6,000.00	Not in scope			
571	220000	<u>Plumbing Fixtures &amp; Specialties</u>							
572	220000	Water closet	6	ea	1,750.00	Not in scope			
573	220000	Shower with seat, valve & drain	2	ea	4,000.00	Not in scope			
574	220000	Lavatory	6	ea	1,400.00	Not in scope			
575	220000	Sink	2	ea	1,150.00	Not in scope			
576	220000	Janitor's sink	1	ea	1,400.00	Not in scope			
577	220000	<u>Domestic Water</u>							
578	220000	Domestic water pipe with fittings & hangers	935	lf	45.00	Not in scope			
579	220000	Valves and accessories	1	ls	7,000.00	Not in scope			
580	220000	<u>Sanitary Waste And Vent Pipe</u>							
581	220000	UG San waste pipe with fittings & hangers	60	lf	50.00	Not in scope			
582	220000	AG San waste pipe with fittings & hangers	730	lf	60.00	Not in scope			
583	220000	<u>Pipe Insulation</u>							
584	220000	Domestic water pipe insulation	935	lf	14.00	Not in scope			
585	220000	<u>Miscellaneous</u>							
586	220000	Demolition	1	ls	12,000.00	Not in scope			
587	220000	Coordination & BIM	1	ls	6,000.00	Not in scope			
588	220000	Coring, sleeves & fire stopping	1	ls	4,000.00	Not in scope			
589	220000	Commissioning support	1	ls	2,000.00	Not in scope			
590	220000	Testing and sterilization	1	ls	3,500.00	Not in scope			
591	220000	Fees & permits	1	ls	2,600.00	Not in scope			
592	220000	10,11	Cut and cap existing plumbing fixtures, extend piping and install new fixture	8	fixt	3,200.00	25,600		
593	220000	00012	Install plumbing fixtures at new 2nd floor toilet rooms including extension of existing piping	4	fixt	10,000.00	40,000		
594	220000	SUBTOTAL					65,600		
595	220000								
596	220000	<b>TOTAL - PLUMBING</b>							<b>\$65,600</b>
597	220000								
598									
599	<b>23 - HVAC</b>								
600									
601		<b>230000 HVAC</b>							
602	230000	<u>Equipment</u>							
603	230000	VRF air cooled condenser, 28 tons	1	ea	59,000.00	Not in scope			
604	230000	VRF indoor unit, PEFY-05	4	ea	2,400.00	Not in scope			
605	230000	VRF indoor unit, PEFY-06	1	ea	2,400.00	Not in scope			
606	230000	VRF indoor unit, PEFY-08	2	ea	2,500.00	Not in scope			
607	230000	VRF indoor unit, PEFY-12	6	ea	2,600.00	Not in scope			
608	230000	VRF indoor unit, PEFY-18	5	ea	2,900.00	Not in scope			
609	230000	VRF indoor unit, PEFY-24	2	ea	3,100.00	Not in scope			
610	230000	VRF indoor unit, PEFY-54	1	ea	4,050.00	Not in scope			



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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**RENOVATION**

611	230000	Branch controller	4	ea	10,750.00	Not in scope		
612	230000	VRF condensate pump, integral with unit	21	ea	130.00	Not in scope		
613	230000	Ductless split condensing unit, 2 tons	1	ea	7,400.00	Not in scope		
614	230000	Ductless split air conditioning unit, 1 ton	1	ea	3,500.00	Not in scope		
615	230000	Ductless split air conditioning unit, 0.5 ton	1	ea	3,200.00	Not in scope		
616	230000	Electric baseboard heater	2	ea	950.00	Not in scope		
617	230000	Electric duct heater	2	ea	1,000.00	Not in scope		
618	230000	Electric unit heater	1	ea	1,200.00	Not in scope		
619	230000	<u>Air distribution</u>						
620	230000	ERV 1100 CFM	1	ea	19,500.00	Not in scope		
621	230000	ERV 500 CFM	1	ea	9,000.00	Not in scope		
622	230000	<u>Sheet metal &amp; Accessories</u>						
623	230000	Galvanized steel ductwork	8,850	lb	18.00	Not in scope		
624	230000	Duct insulation	5,310	sf	5.50	Not in scope		
625	230000	RGD's	80	ea	150.00	Not in scope		
626	230000	Louvers	2	ea	5,500.00	Not in scope		
627	230000	Sheet metal accessories	1	ls	8,500.00	Not in scope		
628	230000	<u>Piping</u>						
629	230000	<u>Refrigerant Piping</u>						
630	230000	Refrigerant piping, preinsulated lineset	1,140	lf	55.00	Not in scope		
631	230000	<u>Condensate Drain Piping</u>						
632	230000	Condensate drain piping with fittings & hangers	840	lf	28.00	Not in scope		
633	230000	<u>Piping Insulation</u>						
634	230000	Piping insulation	840	lf	13.00	Not in scope		
635	230000	<u>Automatic Temperature Controls</u>						
636	230000	Automatic temperature controls DDC	11,725	gsf	6.50	Not in scope		
637	230000	<u>Balancing</u>						
638	230000	System testing & balancing	11,725	gsf	1.50	Not in scope		
639	230000	<u>Miscellaneous</u>						
640	230000	Demolition	1	ls	12,000.00	Not in scope		
641	230000	Coordination & BIM	1	ls	16,000.00	Not in scope		
642	230000	Commissioning support	1	ls	8,000.00	Not in scope		
643	230000	Coring, sleeves & fire stopping	1	ls	5,000.00	Not in scope		
644	230000	Equipment start-up and inspection	1	ls	2,500.00	Not in scope		
645	230000	Rigging & equipment rental	1	ls	12,000.00	Not in scope		
646	230000	Vibration & seismic restraints	1	ls	5,000.00	Not in scope		
647	230000	000007 HVAC renovations associated with the addition @ lower, first and second level	3	flrs	7,500.00	22,500		
648	230000	000010 HVAC renovations associated with lower level bathroom renovation	2	rms	3,000.00	6,000		
649	230000	000011 HVAC renovations associated with main level bathroom renovation; tile flooring	2	rms	3,000.00	6,000		
650	230000	000012 HVAC renovations associated with upper level bathroom renovation; tile flooring	2	rms	5,000.00	10,000		
651	230000	000005 HVAC allowance for work triggered by renovations - baseboard heat/ control relocations etc.	1	ls	15,000.00	15,000		
652		SUBTOTAL					59,500	
653		<b>TOTAL - HVAC</b>						<b>\$59,500</b>

**26 - ELECTRICAL**

**260000 ELECTRICAL**

**Gear & Distribution**

Normal Power

661	260000	Meter socket	1	ea	402.50	Not in scope		
662	260000	800A 120/208V Main switchboard	1	ea	20,000.00	Not in scope		
663	260000	800A 120/208V distribution panelboard	1	ea	9,775.00	Not in scope		
664	260000	225A 120/208V double tub panelboard	2	ea	5,290.00	Not in scope		
665	260000	225A 120/208V panelboard	1	ea	2,702.50	Not in scope		
666	260000	800A feed	20	lf	280.00	Not in scope		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
668	260000	225A feed	200	lf	80.00	Not in scope		
669	260000	F&I new 2000A 3P circuit breaker in switchboard A dist. panel 1A section #1 (per Demo plan ED1.00 )				N/A		
670	260000	Modify bussing to accommodate for circuit breaker (per Demo plan ED1.00 )				N/A		
671	260000	Service grounding	1	ls	2,875.00	Not in scope		
672	260000	<u>Emergency Power</u>						
673	260000	Alt 1 250kw Diesel generator with Pritchard Brown level 2 acoustic enclosure including transfer switch & fuel storage tank - allowance for - no information on 75% CD dwgs (based on Cummings 8/19/20)	1	ls	172,500.00	Alternate		
674	260000	<u>Equipment Wiring</u>						
675	260000	BC 30A feed, connection & 30A FSS	4	ea	1,219.00	Not in scope		
676	260000	CU 100A feed, connection & 100A FSS WP	2	ea	4,531.00	Not in scope		
677	260000	DAC 30A feed, connection & 30A FSS	3	ea	1,334.00	Not in scope		
678	260000	DHP 50A feed, connection & 60A FSS WP	1	ea	2,760.00	Not in scope		
679	260000	Duplex sewage pump 20A feed, connection & 30A FSS	1	ea	1,500.00	Not in scope		
680	260000	Duplex sewage pump control panel feed and connection only	1	ea	644.00	Not in scope		
681	260000	EBB 20A feed, connection & 30A FSS	2	ea	1,236.25	Not in scope		
682	260000	EDH 20A feed, connection & 30A FSS	2	ea	1,006.25	Not in scope		
683	260000	EH 20A feed, connection & 30A FSS	1	ea	1,121.25	Not in scope		
684	260000	ERV 20A feed, connection & 30A FSS	2	ea	1,063.75	Not in scope		
685	260000	EWB 20A feed, connection & 30A NFSS	1	ea	1,200.00	Not in scope		
686	260000	FCU 20A feed, connection & 30A FSS	21	ea	650.00	Not in scope		
687	260000	SUBTOTAL						
688	260000							
689		<b>LIGHTING &amp; POWER</b>						
690	260000	<u>Lighting</u>						
691	260000	Emergency battery unit	2	ea	220.00	Not in scope		
692	260000	Exit sign	13	ea	220.00	Not in scope		
693	260000	Type A	96	ea	230.00	Not in scope		
694	260000	Type A, allow to first floor corridor	12	ea	230.00	Not in scope		
695	260000	Type C	12	ea	230.00	Not in scope		
696	260000	Type F	2	ea	287.50	Not in scope		
697	260000	Type F	2	ea	172.50	Not in scope		
698	260000	Type G	20	ea	207.00	Not in scope		
699	260000	Type H	4	ea	207.00	Not in scope		
700	260000	Type J1	3	ea	184.00	Not in scope		
701	260000	Type K	2	ea	373.75	Not in scope		
702	260000	Allow for fixtures not yet depicted	1,930	sf	5.75	Not in scope		
703	260000	Allow for fixtures not yet depicted to meeting room	1,278	sf	13.80	Not in scope		
704	260000	Refurbish/replace exterior wall mtd fixture, allow	4	ea	747.50	Not in scope		
705	260000	Emergency ballasts	1	ls	5,750.00	Not in scope		
706	260000	<u>Lighting Control</u>						
707	260000	Digital Lighting control system	11,725	gsf	1.15	Not in scope		
708	260000	Lighting control panel	1	ea	2,300.00	Not in scope		
709	260000	Occupancy sensor	9	ea	207.00	Not in scope		
710	260000	Occupancy sensor switch	7	ea	86.25	Not in scope		
711	260000	Vacancy sensor switch	23	ea	207.00	Not in scope		
712	260000	Single pole switch WP	1	ea	43.70	Not in scope		
713	260000	Single pole switch	13	ea	32.20	Not in scope		
714	260000	SM LV momentary switch	12	ea	74.75	Not in scope		
715	260000	Vacancy sensor	2	ea	207.00	Not in scope		
716	260000	<u>Lighting Circuitry</u>						
717	260000	Device plate	56	ea	5.75	Not in scope		
718	260000	Device box	240	ea	32.20	Not in scope		
719	260000	3/4" EMT	1,100	lf	9.50	Not in scope		
720	260000	#12 THHN	6,500	lf	1.10	Not in scope		
721	260000	12-2 MC cable	2,500	lf	5.00	Not in scope		
722	260000	12-2 MC cable	800	lf	5.50	Not in scope		
723	260000	Cat cabling	500	lf	1.65	Not in scope		
724	260000	<u>Branch Devices</u>						
725	260000	Duplex receptacle	117	ea	28.18	Not in scope		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
726	260000	Double duplex receptacle	30	ea	55.20	Not in scope		
727	260000	Double duplex receptacle in floor box	3	ea	55.20	Not in scope		
728	260000	GFI duplex receptacle	16	ea	45.43	Not in scope		
729	260000	Poke thru devices	3	ea	517.50	Not in scope		
730	260000	<u>Branch Circuitry</u>						
731	260000	Device plate wp	4	ea	23.00	Not in scope		
732	260000	Device plate	160	ea	5.75	Not in scope		
733	260000	Device box	163	ea	32.20	Not in scope		
734	260000	3/4" EMT	750	lf	9.50	Not in scope		
735	260000	1" PVC	30	lf	9.20	Not in scope		
736	260000	#12 THHN	5,000	lf	1.10	Not in scope		
737	260000	12-2 MC cable	1,700	lf	5.00	Not in scope		
738	260000	12-3 MC cable	600	lf	5.50	Not in scope		
739	260000	SUBTOTAL						
740								
741		<b>COMMUNICATION &amp; SECURITY SYSTEMS</b>						
742	260000	<u>Telecommunications</u>						
743	260000	MDF closet Fit -Out	1	ls	7,475.00	Not in scope		
744	260000	Network switching, PBX (by owner per BTC)				By owner		
745	260000	1-port device	3	ea	30.00	Not in scope		
746	260000	2-port device	32	ea	60.00	Not in scope		
747	260000	2-port device in floor box	2	ea	60.00	Not in scope		
748	260000	TV device	1	ea	30.00	Not in scope		
749	260000	WAP	7	ea	402.50	Not in scope		
750	260000	Cat. 6 cable	13,000	lf	1.65	Not in scope		
751	260000	Rough-in						
752	260000	Device box with 1" conduit stub to ceiling	41	ea	143.75	Not in scope		
753	260000	2" PVC	60	lf	13.80	Not in scope		
754	260000	Closet rough-in, allow	1	ls	1,725.00	Not in scope		
755	260000	Closet grounding	1	ls	575.00	Not in scope		
756	260000	<u>Fire Alarm</u>						
757	260000	Modify, upgrade, program and make connections at existing control panel	1	ea	7,475.00	Not in scope		
758	260000	LCD annunciator, allow	1	ea	1,725.00	Not in scope		
759	260000	Graphic map	1	ea	977.50	Not in scope		
760	260000	Radio Master box and antenna, allow	1	ea	9,775.00	Not in scope		
761	260000	Beacon	1	ea	316.25	Not in scope		
762	260000	Knox box	1	ea	370.30	Not in scope		
763	260000	Manual pull station	8	ea	125.00	Not in scope		
764	260000	Manual pull station ETR	1	ea		Not in scope		
765	260000	Smoke detector	15	ea	159.85	Not in scope		
766	260000	Heat detector	1	ea	159.85	Not in scope		
767	260000	CO detector	1	ea	159.85	Not in scope		
768	260000	Duct detector & remote test switch, allow	2	ea	604.90	Not in scope		
769	260000	AV device	13	ea	165.60	Not in scope		
770	260000	Visual device	4	ea	141.45	Not in scope		
771	260000	RAI	1	ea	219.65	Not in scope		
772	260000	FP connection, allow	4	ea	262.20	Not in scope		
773	260000	Elevator recall connection	2	ea	159.85	Not in scope		
774	260000	Control/monitor module	8	ea	262.20	Not in scope		
775	260000	Testing & programming	1	ls	1,725.00	Not in scope		
776	260000	Rough-in						
777	260000	Device box	64	ea	32.20	Not in scope		
778	260000	FA MC cable	1,900	lf	5.50	Not in scope		
779	260000	000004 Install new fire alarm in existing building	1	ls	60,000.00	60,000		
780	260000	<u>Bi-Directional Amplification System</u>						
781	260000	000004 BDA system	1	ls	25,000.00	25,000		
782	260000	<u>Public Address/Clock System</u>						
783	260000	Public Address/Clock System (NIC per BTC)					NIC	
784	260000	<u>Audio Visual</u>						
785	260000	Plans not provided (Quantities from previous estimate)						
786	260000	AV equipment					By Others	



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>RENOVATION</b>								
787	260000	AV control panel	2	ea			By Others	
788	260000	Meeting Room sound system:						
789	260000	Amplifier, (9) speakers and cabling	1	ls	8,625.00		Not in scope	
790	260000	Rough-In: conduit, backboxes & 120V power	4	ea	517.50		Not in scope	
791	260000	Projector screen feed and connection	1	ea	517.50		Not in scope	
792	260000	<u>Security System</u>						
793	260000	Plans not provided (Quantities from previous estimate)	1	ls	17,250.00		Not in scope	
794	260000	Camera (PTZ)	1	ea	1,380.00		Not in scope	
795	260000	Camera (Stationary)	1	ea	862.50		Not in scope	
796	260000	Camera (WP)	8	ea	1,092.50		Not in scope	
797	260000	Card reader	2	ea	402.50		Not in scope	
798	260000	Keypad	2	ea	402.50		Not in scope	
799	260000	Glass break detector	28	ea	287.50		Not in scope	
800	260000	Motion sensor	6	ea	230.00		Not in scope	
801	260000	Cabling	7,500	lf	1.50		Not in scope	
802	260000	Rough-in						
803	260000	Device box	50	ea	32.20		Not in scope	
804	260000	3/4" EMT	1,500	lf	9.50		Not in scope	
805		SUBTOTAL					85,000	
806								
807		<b>OTHER ELECTRICAL SYSTEMS</b>						
808	260000	<u>Common Work Results for Electrical</u>						
809	260000	Lightning protection (ETR per BER)	1	ls	14,950.00		Not in scope	
810	260000	Demolition and make safe	1	ls	11,500.00		Not in scope	
811	260000	Extra materials (per spec)	1	ls	2,875.00		Not in scope	
812	260000	Temp power and lights	1	ls	8,625.00		Not in scope	
813	260000	Rigging	1	ls	5,750.00		Not in scope	
814	260000	Fire stopping	1	ls	1,725.00		Not in scope	
815	260000	Arc flash/Testing and studies	1	ls	2,875.00		Not in scope	
816	260000	Coordination, BIM	1	ls	8,625.00		Not in scope	
817	260000	Fees & Permits	1	ls	5,980.00		Not in scope	
818	260000	000007 Electrical work associated with the renovations adjacent to new addition @ lower, first and second level	3	sf	5,000.00	15,000		
819	260000	000010 Electrical work associated with lower level bathroom renovation	2	sf	4,000.00	8,000		
820	260000	000011 Electrical work associated with main level bathroom renovation	2	sf	4,000.00	8,000		
821	260000	000012 Electrical work associated with upper level bathroom renovation	2	sf	4,000.00	8,000		
822	260000	000005 Allowance for miscellaneous electrical work triggered by renovations	1	ls	20,000.00	20,000		
823	260000	3.4 Allowance for electrical work at ceilings affected by new FA and FP scope including removal and reinstallation of existing light fixtures and temp lighting	11,725	sf	5.00	58,625		
824	260000	000005 Premium to keep systems operations during construction	11,725	sf	2.00	23,450		
825		SUBTOTAL					141,075	
826								
827		<b>TOTAL -ELECTRICAL</b>						<b>\$226,075</b>
828								
829		<b>31 EARTHWORK</b>						
830								
831								
832		<b>312000 EARTH WORK</b>						
833		<u>Entry Stair</u>						
834	312000	000008 Excavation	27	cy	20.00	540		
835	312000	000008 Store on site	27	cy	15.00	405		
836	312000	000008 Backfill with existing material	21	cy	12.00	252		
837								
838		<u>Vault - by hand</u>						
839	312000	Excavate & dispose onsite for new Vault slab	19	cy	350.00		Not in scope	
840	312000	Compacted granular fill, 12"	9	cy	45.00		Not in scope	
841	312000	Compact sub-grade	250	sf	1.00		Not in scope	
842								
843		Excavation for new perimeter drainage					deleted	
844		SUBTOTAL					1,197	
845								
846		<b>TOTAL, DIVISION 31 - EARTHWORK</b>						<b>\$1,197</b>



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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**ADDITION**

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**02 - EXISTING CONDITIONS**

**024100 DEMOLITION**  
SUBTOTAL

**025000 SELECTIVE DEMOLITION**  
W/ renovation  
SUBTOTAL

**025100 HAZARDOUS ABATEMENT**  
SUBTOTAL

**TOTAL - DEMOLITION**

**03 - CONCRETE**

Strip Footing

Formwork	146	sf	18.00	2,628
Re-bar	300	lbs.	1.20	360
Concrete material	6	cy	140.00	840
Placing concrete	6	cy	200.00	1,200

Foundation Walls

Formwork	1,234	sf	20.00	24,680
Re-bar	3,702	lbs	1.20	4,442
Concrete material, dowel into existing wall	24	cy	125.00	3,000
Placing concrete	24	cy	200.00	4,800

Column Footings: 2'x2'

Footings, placed	1	ea	750.00	750
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Elevator pit walls: 12" thick

Formwork	400	sf	20.00	8,000
Re-bar; #4 @ 12"EWEF	800	lbs.	1.20	960
Concrete material	8	cy	140.00	1,120
Placing concrete	8	cy	200.00	1,600

Elevator pit slab: 15" thick

Formwork	50	sf	20.00	1,000
Re-bar; #6 @ 9" T+B EW	960	lbs.	1.20	1,152
WWF reinforcing	138	lbs.	1.00	138
Concrete material	7	cy	140.00	980
Placing concrete	7	cy	200.00	1,400

Premium for sump pit; 18"x18"x18"

	1	ea	750.00	750
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Slab on grade

Vapor barrier	492	sf	1.00	492
Mesh reinforcing 15% lap	492	sf	1.20	590
Concrete - 5" thick	7	cy	125.00	875
Placing concrete	7	cy	45.00	315
Finishing and curing concrete	492	sf	4.00	1,968
Control joints - saw cut	492	sf	0.10	49

Roof deck fill; 4 1/2" Normal weight

	100	sf	10.00	1,000
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Concrete material in pan infill

	2	flt	2,000.00	4,000
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SUBTOTAL 69,089

**TOTAL - CONCRETE \$69,089**

**04 - MASONRY**

2" Cut natural stone veneer	250	sf	95.00	23,750
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Hamilton Town Hall  
Hamilton, MA  
Preservation Design Project

15-Feb-23

GFA 1,776

CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>ADDITION</b>								
63	000007	<u>Interior Walls</u>						
64	042000	G8 Elevator shaft; 8" CMU, 2 hr	1,455	sf	40.00	58,200		
65	000007	SUBTOTAL					81,950	
67	000007	<b>TOTAL - MASONRY</b>						<b>\$81,950</b>
70	000007	<b>05 - METALS</b>						
72	000007	<b>055000 METAL FABRICATIONS</b>						
73	055000	Column C1; HSS 3 1/2"x3 1/2"x1/4"	152	lbs	5.00	760		
74	055000	W8x18 beam	186	lbs	5.00	930		
75	055000	2" Metal deck at elevator shaft roof	100	sf	12.00	1,200		
76	055000	Pit ladder	1	ea	2,500.00	2,500		
77	055000	Sill angle	28	lf	25.00	700		
78	055000	Sump pit metal grate; galvanized	1	ea	300.00	300		
79	055000	Miscellaneous metals throughout	1,776	gsf	2.50	4,440		
80	000007	SUBTOTAL					10,830	
82	000007	<b>TOTAL - METALS</b>						<b>\$10,830</b>
85	000007	<b>06 - WOOD, PLASTICS AND COMPOSITES</b>						
88	060312	<b>060312 HISTORIC WOOD REPAIR</b>						
88	060312	Wood clapboard siding including corner boards	1,486	sf	34.00	50,524		
89	060312	Wood window trim - exterior	183	lf	50.00	9,150		
90	060312	Wood window pediment	2	ea	1,000.00	2,000		
91	060312	Wood window header	1	ea	500.00	500		
92	060312	Wood trim, 9 1/2" wide	146	lf	30.00	4,380		
93	060312	Decorative wood roof trim, 14"x17" wide, match existing	98	lf	112.00	10,976		
94	060312	Wood fascia board; 6 5/8" wide	98	lf	30.00	2,940		
95	060312	Wood panel and trim at entry	60	sf	75.00	4,500		
96	000007	SUBTOTAL					84,970	
99	000007	<b>061000 ROUGH CARPENTRY</b>						
99	000007	<u>Level 1 and 2 floor framing</u>						
100	061000	3-2x6	4	lf	24.00	96		
101	061000	2-2x8	21	lf	18.00	378		
102	061000	2-2x10	24	lf	40.00	960		
103	061000	3-2x10	92	lf	60.00	5,520		
104	061000	2-2x6 Post P1	53	lf	20.00	1,060		
105	061000	3-2x6 Post P2	53	lf	30.00	1,590		
106	061000	6x6 Post P6	2	ea	280.00	560		
107	061000	2x10 @ 16" oc joist framing	610	sf	10.00	6,100		
108	061000	3/4" T&G plywood subfloor	610	sf	8.00	4,880		
109	061000	Miscellaneous blocking, sill plate,, boards etc.	610	sf	3.00	1,830		
110	061000	<u>Attic/ Roof Level</u>						
111	061000	5 1/4 x 16 LVL	50	lf	55.00	2,750		
112	061000	2x10 @ 16" oc joist framing w/ Simpson type H-1 hurricane tie at rafter/ eave connection	712	sf	18.00	12,816		
113	061000	2-2x10 hip rafter	42	lf	40.00	1,680		
114	061000	5/8" T&G roof sheathing	712	sf	6.00	4,272		
115	061000	Miscellaneous blocking, sills, boards, Simpson hangers etc.	712	sf	6.00	4,272		
116	061000	<u>Exterior</u>						
117	061000	2x6 Wood stud backup at exterior	2,228	sf	6.00	13,368		
118	061000	3/4" CDX plywood sheathing	2,228	sf	6.00	13,368		
119	061000	Wood blocking at exterior opes	208	lf	6.00	1,248		
120	000007	<u>Interior</u>						



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>ADDITION</b>								
121	064100	000007						
		Install new door and hardware	7	ea	300.00	2,100		
122	092900	000007						
		Install new door frame	6	ea	150.00	900		
123	061000	000007						
		Wood blocking throughout	1,776	gsf	1.00	1,776		
124	064100	000007						
		Egress staircase basement to entry, wood frame, 3'-4" wide x 10 rsr	1	flt	6,500.00	6,500		
125	064100	000007						
		Entry staircase, wood frame, 4'-4" wide x 8 rsr	1	flt	6,500.00	6,500		
126	064100	000007						
		Egress staircase level 1 to level 2, wood frame, 3'-11" wide x 21 rsr	1	flt	15,000.00	15,000		
127	064100	000007						
		Egress staircase level 2 to balcony, wood frame, 4'-6" wide x 5 rsr	1	flt	5,000.00	5,000		
124	000007	SUBTOTAL					114,524	
125	000007							
126	000007							
		<b>064020 ARCHITECTURAL WOODWORK</b>						
76	064100	000007						
		Egress staircase basement to entry; wood handrails; 3'-4" wide x 10 rsr	1	flt	4,500.00	4,500		
77	064100	000007						
		Entry staircase; metal guardrails and wood handrails; 4'-4" wide x 8 rsr	1	flt	2,860.00	2,860		
78	064100	000007						
		Egress staircase level 1 to level 2; wood handrails; 3'-11" wide x 21 rsr	1	flt	7,500.00	7,500		
79	064100	000007						
		Egress staircase level 2 to balcony; wood handrails; 4'-6" wide x 5 rsr	1	flt	1,800.00	1,800		
127	064100	000007						
		B-1; Wood base, to match historic, 6 3/4"	200	lf	18.00	3,600		
128	064100	000007						
		Wood window trim to match existing - interior (11 opes)	183	lf	30.00	5,490		
129	064100	000007						
		Wood sill w/ bullnose edge at 1st floor	67	lf	30.00	2,010		
130	000007	SUBTOTAL					27,760	
131	000007							
132	000007							
		<b>066600 FIBERGLASS ARCHITECTURAL ELEMENTS</b>						
133	000007	SUBTOTAL						
134	000007							
135	000007							
		<b>TOTAL - WOOD, PLASTICS AND COMPOSITES</b>						<b>\$227,254</b>
136	000007							
137	000007							
138	000007							
		<b>07 - THERMAL AND MOISTURE PROTECTION</b>						
139	000007							
140	000007							
		<b>070001 WATERPROOFING, DAMPPROOFING AND CAULKING</b>						
141	070001	000007						
		Cementitious waterproofing at elevator pit	365	sf	16.00	5,840		
142	070001	000007						
		Damp Proofing to foundation/basement walls	727	sf	2.25	1,636		
143	070001	000007						
		Air barrier/flashing at exterior opes	208	lf	10.00	2,080		
144	070001	000007						
		Air barrier/flashing at exterior wall	2,228	sf	10.00	22,280		
145	070001	000007						
		Miscellaneous sealants to closure	2,409	sf	1.00	2,409		
146	070001	000007						
		Miscellaneous sealants throughout building	1,776	gsf	2.00	3,552		
147	000007	SUBTOTAL					37,797	
148	000007							
149	000007							
		<b>070002 ROOFING AND FLASHING</b>						
150	070002	000007						
		<u>Flat roof</u>						
151	070002	000007						
		EPDM roofing membrane	80	sf	20.00	1,600		
152	070002	000007						
		1/2" Protection board	80	sf	3.00	240		
153	070002	000007						
		6" Rigid insulation	80	sf	12.00	960		
154	070002	000007						
		Reinforced vapor barrier	80	sf	3.00	240		
155	070002	000007						
		<u>Sloped roof</u>						
156	070002	000007						
		Architectural asphalt roof including ice and water shield	632	sf	16.00	10,112		
157	070002	000007						
		3/4" Plywood sheathing	632	sf	5.00	3,160		
158	070002	000007						
		6" Rigid insulation	632	sf	12.00	7,584		
159	070002	000007						
		<u>Miscellaneous Roofing</u>						
160	070002	000007						
		Roof edge at flat roof	5	lf	35.00	175		
161	070002	000007						
		Roof to wall flashing	51	lf	20.00	1,020		
162	070002	000007						
		Miscellaneous flashings throughout; roof and closure	3,121	sf	1.00	3,121		
163	070002	000007						
		4"x4" Copper gutter	103	lf	80.00	8,240		
164	070002	000007						
		3" Round copper downspout	130	lf	70.00	9,100		





CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST	
<b>ADDITION</b>									
165	070002	000007							
		Elevator ventilation unit	1	ea	3,500.00	3,500			
166		000007					49,052		
167		000007							
168		000007							
		<b>072100 THERMAL INSULATION</b>							
169	072100	000007							
		Rigid insulation; 2" thick at new slab on grade	492	sf	3.00	1,476			
170	072100	000007							
		Insulation at foundations, 2" rigid	617	sf	3.00	1,851			
171		000007							
		<u>Exterior</u>							
172	072100	000007							
		5 1/2" Batt Insulation	2,228	sf	3.00	6,684			
173	072100	000007							
		Spray foam insulation at exterior opes, cavities etc.	341	lf	5.00	1,705			
174		000007							
		SUBTOTAL					11,716		
175		000007							
176		000007							
		<b>078400 FIRESTOPPING/ FIREPROOFING</b>							
177	078400	000007							
		Fire stopping floors	1	ls	500.00	500			
178		000007							
		SUBTOTAL					500		
179		000007							
180		000007							
		<b>079500 EXPANSION JOINTS</b>							
181	079500	000007							
		Expansion joints - allowance	1	ls	7,500.00	7,500			
182		000007							
		SUBTOTAL					7,500		
183		000007							
184		000007	<b>TOTAL - THERMAL AND MOISTURE PROTECTION</b>						<b>\$106,565</b>
185		000007							
186		000007							
187		000007	<b>08 - OPENINGS</b>						
188		000007							
189		000007							
		<b>081100 HOLLOW METAL DOORS AND HARDWARE</b>							
190	081110	000007							
		Single leaf hm door frame; HM-1	1	ea	340.00	340			
191	081110	000007							
		Double leaf exterior hm door frame; HM-2	1	ea	400.00	400			
192		000007							
		SUBTOTAL					740		
193		000007							
194		000007							
		<b>081416 FLUSH WOOD DOORS</b>							
195		000007							
		<u>Frames</u>							
196	081110	000007							
		WD-1 - single (wood trim to match existing profile)	1	ea	850.00	850			
197	081110	000007							
		WD-2 - single	3	ea	510.00	1,530			
198	081110	000007							
		<u>Door</u>							
199	081110	000007							
		Type B - 6 panel wood door to match historic ETR doors; single	2	ea	1,200.00	2,400			
200	081110	000007							
		Type D - Flush wood door, single	3	ea	600.00	1,800			
201	081110	000007							
		Type F - 6 panel exterior wood door to match historic ETR doors - double	1	pr	1,800.00	1,800			
202		000007							
		SUBTOTAL					8,380		
203		000007							
204		000007							
		<b>085200 WINDOWS</b>							
205	85200	000007							
		Wood windows; metal clad wood windows	167	sf	150.00	25,050			
206	85200	000007							
		Custom transom at entry door	14	sf	225.00	3,150			
207		000007							
		SUBTOTAL					28,200		
208		000007							
209		000007							
		<b>087100 DOOR HARDWARE</b>							
210	087100	000007							
		Interior door hardware	5	leaf	980.00	4,900			
211	087100	000007							
		Exterior door hardware	1	pr	1,200.00	1,200			
212	087100	000007							
		Auto door opener	1	ea	6,000.00	6,000			
213		000007							
		SUBTOTAL					12,100		
214		000007							
215		000007							
		<b>088000 GLASS AND GLAZING</b>							
216		000007							
		SUBTOTAL					-		
217		000007							
218		000007							
		<b>089000 FIXED LOUVERS</b>							
219		000007							
		SUBTOTAL					-		
220		000007							
221		000007	<b>TOTAL - OPENINGS</b>						<b>\$49,420</b>
222		000007							
223		000007							



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>ADDITION</b>								
<b>09 - FINISHES</b>								
224	000007							
225	000007							
226	000007	<b>090560 COMMON WORK RESULTS FOR FLOORING</b>						
227	000007	Included w/ 033000 concrete						
228	000007	SUBTOTAL					-	
229	000007							
230	000007	<b>090005 RESILIENT FLOORS</b>						
231	090005	Rubber nosing to egress stair	178	lfr	20.00	3,560		
232	090005	VCT-1; New VCT flooring	190	sf	8.00	1,520		
233	090005	Rubber base	90	lfr	3.00	270		
234	000007	SUBTOTAL					5,350	
235	000007							
236	000007	<b>090007 PAINTING</b>						
237	090007	Paint to walls	6,347	sf	1.00	6,347		
238	090007	Paint to gwb ceilings	855	sf	2.00	1,710		
239	090007	Paint to staircases	2	flt	1,250.00	2,500		
240	090007	Interior painting/touch-up	1,776	gsf	0.30	533		
241	090007	Paint/Stain door and frame	7	ea	200.00	1,400		
242	090007	Exterior paint./ stain (factory primed)	2,409	sf	10.00	24,090		
243	000007	SUBTOTAL					36,580	
244	000007							
245	000007	<b>091230 PLASTER PATCHING AND REPAIR</b>						
246	000007	SUBTOTAL					-	
247	000007							
248	000007	<b>092900 GWB</b>						
249	092900	Drywall lining to interior face of stud backup at exterior wall	2,228	sf	4.50	10,026		
250	092900	A3; 3 5/8" metal stud, 1 layer gwb e.s., insulation	864	sf	17.50	15,120		
251	092900	B0; 7/8" hat channel 1 layer gwb o.s.	1,494	sf	11.50	17,181		
252	092900	F4; 4" CH stud, 1 layer gwb o.s, 1" shaft liner o.s.	280	sf	22.00	6,160		
253	092900	B1 1 5/8" metal stud, 1 layer gwb o.s. to interior face of basement wall	617	sf	9.50	5,862		
254	092900	GWB ceiling	855	sf	16.00	13,680		
255	092900	GWB soffit - vertical	36	sf	24.00	864		
256	000007	SUBTOTAL					68,893	
257	000007							
258	000007	<b>096560 WOOD FLOORING</b>						
259	096560	Wood flooring	480	sf	25.00	12,000		
260	000007	SUBTOTAL					12,000	
261	000007							
262	000007	<b>096810 TILE CARPETING</b>						
263	096810	Walk-off carpet tile in vestibule		sf	30.00	not shown		
264	000007	SUBTOTAL					-	
265	000007							
266	000007	<b>TOTAL - FINISHES</b>						<b>\$122,823</b>
267	000007							
268	000007							
269	000007	<b>10 - SPECIALTIES</b>						
270	000007							
271	000007	<b>101400 SIGNAGE</b>						
272	101400	Signage - allowance	1	ls	2,000.00	2,000		
273	000007	SUBTOTAL					2,000	
274	000007							
275	000007	<b>104400 FIRE PROTECTION SPECIALTIES</b>						
276	104400	Fire extinguisher cabinets	3	ea	350.00	1,050		
277	000007	SUBTOTAL					1,050	
278	000007							
279	000007	<b>TOTAL - SPECIALTIES</b>						<b>\$3,050</b>
280	000007							
281	000007							



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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**ADDITION**

282	000007	<b>11 - EQUIPMENT</b>						
283	000007							
284	000007	SUBTOTAL						
285	000007							
286	000007	<b>TOTAL - EQUIPMENT</b>						
287	000007							
288	000007							
289	000007	<b>12 - FURNISHINGS</b>						
290	000007							
291	000007	<b>122410 WINDOW TREATMENT</b>						
292	000007	SUBTOTAL						
293	000007							
294	000007	<b>TOTAL - FURNISHINGS</b>						
295	000007							
296	000007							
297	000007	<b>14 - CONVEYING SYSTEMS</b>						
298	000007							
299	000007	<b>144000 ELEVATORS</b>						
300	142400	Holeless hydraulic elevator, 4 stop, double sided	1	ea	300,000.00	300,000		
301	000007	SUBTOTAL						
302	000007						300,000	
303	000007	<b>TOTAL - CONVEYING</b>						
304	000007							<b>\$300,000</b>
305	000007							
306	000007	<b>21 - FIRE SUPPRESSION</b>						
307	000007							
308	000007	<b>210000 FIRE PROTECTION</b>						
309	210000	<u>Equipment</u>						
310	210000	Sprinkler heads	21	ea	120.00	2,520		
311	210000	Branch piping with fittings & hangers	155	lf	35.00	5,425		
312	210000	Dry sprinkler piping with fittings & hangers	105	lf	48.00	5,040		
313	210000	<u>Miscellaneous</u>						
314	210000	Coordination & BIM	1	ls	280.00	280		
315	210000	Hydraulic calculations	1	ls	360.00	360		
316	210000	Coring, sleeves & fire stopping	1	ls	150.00	150		
317	210000	Commissioning support	1	ls	100.00	100		
318	210000	Fees & permits	1	ls	175.00	175		
319	000007	SUBTOTAL						
320	000007						14,050	
321	000007	<b>TOTAL - FIRE SUPPRESSION</b>						
322	000007							<b>\$14,050</b>
323	000007							
324	000007	<b>22 - PLUMBING</b>						
325	000007							
326	000007	<b>220000 PLUMBING</b>						
327	220000	Elevator sump pump	1	ea	14,000.00	14,000		
328	000007	SUBTOTAL						
329	000007						14,000	
330	000007	<b>TOTAL - PLUMBING</b>						
331	000007							<b>\$14,000</b>
332	000007							
333	000007	<b>23 - HVAC</b>						
334	000007							
335	000007	<b>230000 HVAC</b>						
336	230000	<u>Equipment</u>						
337	230000	VRF indoor unit, PEFY-24	2	ea	3,100.00	6,200		
338	230000	VRF condensate pump, integral with unit	2	ea	130.00	260		
339	230000	Electric baseboard heater	1	ea	950.00	950		
340	230000	Electric wall heater	2	ea	1,000.00	2,000		
341	230000	Electric unit heater	1	ea	1,200.00	1,200		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>ADDITION</b>								
342	230000	000007						
		<u>Piping</u>						
343	230000	000007						
		<u>Refrigerant Piping</u>						
344	230000	000007						
		Refrigerant piping, preinsulated lineset	135	lf	55.00	7,425		
345	230000	000007						
		<u>Condensate Drain Piping</u>						
346	230000	000007						
		Condensate drain piping with fittings & hangers	95	lf	28.00	2,660		
347	230000	000007						
		<u>Piping Insulation</u>						
348	230000	000007						
		Piping insulation	95	lf	13.00	1,235		
349	230000	000007						
		<u>Automatic Temperature Controls</u>						
350	230000	000007						
		Automatic temperature controls DDC	1,776	gsf	6.50	11,544		
351	230000	000007						
		<u>Balancing</u>						
352	230000	000007						
		System testing & balancing	1,776	gsf	1.50	2,664		
353	230000	000007						
		<u>Miscellaneous</u>						
354	230000	000007						
		Coordination & BIM	1	ls	1,200.00	1,200		
355	230000	000007						
		Commissioning support	1	ls	500.00	500		
356	230000	000007						
		Coring, sleeves & fire stopping	1	ls	300.00	300		
357	230000	000007						
		Equipment start-up and inspection	1	ls	200.00	200		
358	230000	000007						
		Rigging & equipment rental	1	ls	750.00	750		
359	230000	000007						
		Vibration & seismic restraints	1	ls	500.00	500		
360		000007						
		SUBTOTAL					39,588	
361		000007						
362		000007						
		<b>TOTAL - HVAC</b>						<b>\$39,588</b>
363		000007						
364		000007						
365		000007						
		<b>26 - ELECTRICAL</b>						
366		000007						
367		000007						
		<b>260000 ELECTRICAL</b>						
368		000007						
369		000007						
		<b>NORMAL POWER</b>						
370	260000	000007						
		<u>Normal Power</u>						
371	260000	000007						
		Allow for modifications to existing gear and distribution for new utility service	1	ls	20,000.00	20,000		
372	260000	000007						
		Make connections at existing panelboards for circuitry	1	ls	1,725.00	1,725		
373	260000	000007						
		<u>Equipment Wiring</u>						
374	260000	000007						
		EBB 20A feed, connection & 30A FSS	1	ea	1,696.25	1,696		
375	260000	000007						
		EH 20A feed, connection & 30A FSS	3	ea	1,437.50	4,313		
376	260000	000007						
		Elevator 60A feed, connection & 60A NFSS	1	ea	2,570.25	2,570		
377	260000	000007						
		Elevator lower 20A feed, connection & TS	1	ea	1,535.25	1,535		
378	260000	000007						
		FCU 20A feed, connection & 30A FSS	2	ea	650.00	1,300		
379	260000	000007						
		Elevator sump pump connection	1	ea	1,380.00	1,380		
380		000007						
		SUBTOTAL					34,519	
381		000007						
382		000007						
		<b>LIGHTING &amp; POWER</b>						
383	260000	000007						
		<u>Lighting</u>						
384	260000	000007						
		Lighting allowance (LED)	1,776	gsf	5.75	10,212		
385	260000	000007						
		Type F	2	ea	172.50	345		
386	260000	000007						
		Exit sign	1	ea	220.00	220		
387	260000	000007						
		<u>Lighting controls</u>						
388	260000	000007						
		Lighting controls	1,776	sf	1.27	2,256		
389	260000	000007						
		Single pole switch WP	1	ea	43.70	44		
390	260000	000007						
		<u>Lighting circuitry</u>						
391	260000	000007						
		Device box	20	ea	32.20	644		
392	260000	000007						
		3/4" EMT	150	lf	9.50	1,425		
393	260000	000007						
		#12 THHN	500	lf	1.10	550		
394	260000	000007						
		12-2 MC cable	300	lf	5.00	1,500		
395	260000	000007						
		<u>Branch Devices</u>						
396	260000	000007						
		Duplex receptacle	3	ea	28.18	85		
397	260000	000007						
		GFI duplex receptacle	2	ea	45.43	91		
398	260000	000007						
		<u>Branch circuitry</u>						
399	260000	000007						
		Lighting & branch scope not yet depicted	1,776	gsf	0.58	1,030		
400	260000	000007						
		Device plate wp	2	ea	23.00	46		
401	260000	000007						
		Device plate	3	ea	5.75	17		
402	260000	000007						
		Device box	20	ea	32.20	644		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>ADDITION</b>								
403	260000	000007	150	lf	9.50	1,425		
404	260000	000007	500	lf	1.10	550		
405	260000	000007	300	lf	5.00	1,500		
406		000007					22,584	
407		000007						
408		000007						
<b>COMMUNICATION &amp; SECURITY SYSTEMS</b>								
<u>Telecommunications</u>								
409	260000	000007						
410	260000	000007	1	ls	1,200.00	1,200		
<u>Fire Alarm</u>								
411	260000	000007						
412	260000	000007	1	ls	575.00	575		
413	260000	000007	1	ea	125.00	125		
414	260000	000007	5	ea	159.85	799		
415	260000	000007	2	ea	159.85	320		
416	260000	000007	2	ea	262.20	524		
417	260000	000007	1	ls	402.50	403		
418	260000	000007						
419	260000	000007	11	ea	32.20	354		
420	260000	000007	500	lf	6.00	3,000		
421	260000	000007						
<u>Security System</u>								
<i>Plans were not provided (Allowance from previous estimate)</i>								
422	260000	000007						
423	260000	000007	1,776	gsf	3.45	6,127		
424	260000	000007						
425	260000	000007					13,427	
426		000007						
427		000007						
<b>OTHER ELECTRICAL SYSTEMS</b>								
<u>Miscellaneous</u>								
428	260000	000007						
429	260000	000007	1	ls	1,150.00	1,150		
430	260000	000007	1	ls	632.50	633		
431		000007					1,783	
432		000007						
433		000007						
<b>TOTAL - ELECTRICAL</b>								<b>\$72,313</b>
434		000007						
435		000007						
<b>31 EARTHWORK</b>								
436		000007						
437		000007						
<b>312000 EARTH WORK</b>								
438	316600	000007	1	ls	45,000.00	45,000		
439		000007						
440	312000	000007	263	cy	70.00	18,410		
441	312000	000007	87	cy	45.00	3,915		
442		000007						
443	312000	000007	73	lf	28.00	2,044		
444		000007						
445	312000	000007	5	cy	50.00	250		
446	312000	000007	22	cy	50.00	1,100		
447		000007					70,719	
448		000007						
<b>TOTAL, DIVISION 31 - EARTHWORK</b>								<b>\$70,719</b>
449		000007						



CSI CODE	ALA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	ESTD COST	SUB TOTAL	TOTAL COST
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**SITWORK**

1								
2		<b>31 EARTHWORK</b>						
3								
4		<b>311000 SITE PREPARATION</b>						
5	311000	00008 Site construction fence - 6' high chain-link fence	900	lf	24.00	21,600		
6	311000	00008 Construction gates	1	ls	2,000.00	2,000		
7	311000	00008 Construction laydown/entrance	1	ls	4,000.00	4,000		
8	311000	00008 Demo concrete ramp and steps	1	ls	1,500.00	1,500		
9	311000	00008 Clear and grub existing landscape areas	1	ls	3,000.00	3,000		
10	311000	00008 Demo asphalt paving; salvage for mill & repave	22,000	sf	1.00	22,000		
11	311000	00009 Remove abandoned septic system	600	sf	3.00	1,800		
12	311000	00008 Remove electrical service to pumps	80	lf	15.00	Not in scope		
13	311000	00008 Protect existing conditions including Memorial & trees	1	ls	10,000.00	10,000		
14								
15	311000	Allowance to remove all gas pumps and utilities at DPW garage area					excluded	
16								
17		<u>SITE CLEARING</u>						
18	312000	Strip topsoil, store onsite					N/A	
19		SUBTOTAL						65,900
20								
21		<b>312000 EARTH WORK</b>						
22		<u>Site Earthwork</u>						
23	312000	00008 Regrading existing levels - minimal work	703	cy	4.00	2,812		
24	312000	00008 Fine grading	1,802	sy	1.00	1,802		
25	312000	00008 <u>Hazardous Waste Remediation</u>						
26	312000	00008 Dispose/treat contaminated soils/water					NIC	
27		SUBTOTAL						4,614
28								
29		<b>312500 EROSION AND SEDIMENTATION CONTROLS</b>						
30	312500	00008 Silt fence/ silt sock	900	lf	12.00	10,800		
31	312500	00008 Silt fence maintenance and monitoring	1	ls	1,500.00	1,500		
32		SUBTOTAL						12,300
33								
34								
35		<b>TOTAL, DIVISION 31 - EARTHWORK and SITE PREPARATION</b>						<b>\$82,814</b>
36								
37		<b>32 EXTERIOR IMPROVEMENTS</b>						
38								
39		<b>321000 PAVING AND CURBING</b>						
40								
41	320000	00008 <u>Bituminous Paving; Mill + Pave existing paving</u>	22,000	sf				
42	320000	00008 gravel base; 12" thick					NR	
43	320000	00008 asphalt; 4" thick	2,444	sy	35.00	85,540		
44	320000	00008 Curbing; granite	370	lf	45.00	16,650		
45	320000	00008 Curbing; integral concrete	255	lf	30.00	7,650		
46	320000	00008 Curb cuts	4	loc	900.00	3,600		
47								
48		<u>CONCRETE PAVING</u>						
49		<u>Concrete Walkways - broom finish</u>	960	sf				
50	312000	00008 gravel base; 6" thick	18	cy	55.00	990		
51	320000	00008 concrete; 4" thick	960	sf	13.00	12,480		
52	320000	00008 premium for sloped ramp	480	sf	8.00	3,840		
53	320000	Alt 1 New pads for MEP equipment	200	sf	18.00	Alternate		
54								
55		<b>North Entry steps</b>						
56		<u>Footing; 2'x1'</u>						
57	033000	00008 Formwork	60	sf	20.00	1,200		
58	033000	00008 Re-bar	72	lbs.	2.00	144		
59	033000	00008 Concrete material; 4,000 psi	2	cy	150.00	300		
60	033000	00008 Placing concrete	2	cy	130.00	260		
61		<u>Walls; 8" thick</u>						
62	033000	00008 Formwork	336	sf	20.00	6,720		
63	033000	00008 Re-bar; #4 @ 12" EWEF	672	lbs.	2.00	1,344		
64	033000	00008 Concrete material, dowel into existing wall	4	cy	150.00	600		
65	033000	00008 Placing concrete	4	cy	125.00	500		
66	033000	00008 Concrete tread/riser	55	lf	35.00	1,925		



CSI CODE	A LA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>SITework</b>								
07	033000	00008	5" Slab on grade at landing	60	sf	20.00	1,200	
68	033000	00008	Architectural concrete finish to walls, treads, risers & landing	1	ls	1,500.00	1,500	
69		000006	<b>New entry ramp and steps</b>					
70	312000	000006	Excavation	85	cy	20.00	1,700	
71	312000	000006	Store on site	85	cy	15.00	1,275	
72	312000	000006	Backfill with structural fill	67	cy	45.00	3,015	
73		000006	<u>Footling</u>					
74	033000	000006	Formwork	230	sf	18.00	4,140	
75	033000	000006	Re-bar	276	lbs.	2.00	552	
76	033000	000006	Concrete material; 4,000 psi	9	cy	150.00	1,350	
77	033000	000006	Placing concrete	9	cy	125.00	1,125	
78		000006	<u>Walls: 8" thick</u>					
79	033000	000006	Formwork	1,570	sf	22.00	34,540	
80	033000	000006	Re-bar	2,355	lbs.	2.00	4,710	
81	033000	000006	Concrete material	20	cy	130.00	2,600	
82	033000	000006	Placing concrete	20	cy	125.00	2,500	
83	042000	000006	Granite veneer at ramp wall	400	sf	120.00	48,000	
84	042000	000006	Stone wall cap	70	lf	100.00	7,000	
85	033000	000006	Concrete tread/riser	60	lf	125.00	7,500	
86		000006	<u>Concrete ramp and sidewalk</u>					
87	312000	000006	gravel base; 6" thick	8	cy	45.00	360	
88	320000	000006	concrete; 4" thick	420	sf	18.00	7,560	
89	320000	000006	premium for sloped ramp	290	sf	5.00	1,450	
90	055000	000000	Painted metal guardrail w/ handrail	70	lf	380.00	26,600	
91	055000	000006	Painted handrails, ground mounted	54	lf	290.00	15,660	
92			<u>Concrete sidewalk from Bay Road</u>					
93	312000	00008	gravel base; 12" thick	16	cy	45.00	720	
94	320000	00008	concrete; 5" thick	840	sf	19.00	15,960	
95			SUBTOTAL					334,760
96								
97			<b>323000 SITE IMPROVEMENTS</b>					
98								
99			<u>PAVEMENT MARKINGS</u>					
100	320000	00008	Misc. road markings/ hatching	1	ls	1,500.00	1,500	
101	320000	00008	Single solid lines, 4" thick	35	space	25.00	875	
102								
103			<u>RAILINGS/FENCES</u>					
104	323000	Alt 1	6' Cedar Board Fence at Condensing units	150	lf	90.00	Alternate	
105	323000	00008	4' Cedar Board Fence	40	lf	75.00	3,000	
106	323000		24' Sliding CL gate, motorized	1	ea	15,000.00	Not in scope	
107	550000	000006	Rails at entry steps	18	lf	400.00	7,200	
108	550000	000006	New guardrail and handrail at ETR entry steps	12	lf	400.00	4,800	
109								
110			<u>FLAGPOLES</u>					
111			Flagpole				ETR	
112								
113			<u>SITE IMPROVEMENTS</u>					
114	323000	00008	Traffic & parking signs	4	ea	750.00	3,000	
115			SUBTOTAL					20,375
116								
117			<b>329200 LANDSCAPING</b>					
118								
119			<b>328400 PLANTING IRRIGATION</b>					
120	329000		Irrigation				Not used	
121								
122			<u>TURE AND GRASSES</u>					
123		00008	<u>Lawn</u>					
124	329000	00008	6" Topsoil - import	259	cy	65.00	16,835	
125	329000	00008	Planting soil & mulch at trees & shrubs	53	cy	60.00	Not in scope	
126	329000	00008	Seed at lawn areas	14,000	sf	0.50	7,000	
127								
128			<u>PLANTS</u>					
129	329000	00008	Deciduous tree, 3 1/2" cal	7	ea	2,000.00	Not in scope	
130	329000	00008	Ornamental trees; 6'-7'	3	ea	1,400.00	Not in scope	



CSI CODE	ALA CARTE ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST	
<b>SITWORK</b>									
131	329000	00008	Ornamental trees; 5'-6'	3	ea	900.00	Not in scope		
132	329000	00008	Shrubs;						
133	329000	00008	5'-6'	7	ea	200.00	Not in scope		
134	329000	00008	3 Gallon	16	ea	90.00	Not in scope		
135	329000	00008	24"-36" ht	72	ea	350.00	Not in scope		
136	329000	00008	Perennial, Groundcover and Grasses						
137	329000	00008	Fountain grass, 1 gallon	173	ea	65.00	Not in scope		
138	329000	00008	Vinca Minor, 4" pots	159	ea	35.00	Not in scope		
139			SUBTOTAL				23,835		
140									
141	<b>TOTAL, DIVISION 32 - EXTERIOR IMPROVEMENTS</b>							<b>\$378,970</b>	
142									
143									
144	<b>33 UTILITIES</b>								
145									
146									
147	334000	000009	334000 STORM DRAINAGE						
148	334000	000009	Maintain and protect drain pipes and hydrants	1	ls	1,500.00	1,500		
149	334000	000009	12" Drain line	500	lf	80.00	40,000		
150	334000	000009	WQU	1	ea	9,000.00	9,000		
151	334000	000009	DMH	2	ea	4,200.00	8,400		
152	334000	000009	Clean-out	7	ea	800.00	5,600		
153	334000	000009	Roof drain connections	4	ea	500.00	2,000		
154	334000	000009	Connecting to existing	1	loc	3,000.00	3,000		
155	334000	000009	Allowance to maintain and protect existing piping and inspect condition of ETR	1	ls	3,000.00	3,000		
156			SUBTOTAL				72,500		
157									
158	331000	000009	331000 WATER SERVICE AND FIRE MAINS						
159	331000	000009	6" Water/Fire line	288	lf	100.00	28,800		
160	331000	000009	2" Domestic Water line	66	lf	75.00	4,950		
161	331000	000009	PIV	1	ea	1,500.00	1,500		
162	331000	000009	Gats valves - allow	2	ea	750.00	1,500		
163	331000	000009	Connect to existing	1	loc	6,000.00	6,000		
164	331000	000009	FD connection	1	ea	2,000.00	2,000		
165	331000	000009	Protect existing fire hydrant	1	ea	1,000.00	1,000		
166			SUBTOTAL				45,750		
167									
168	333000	000009	333000 SANITARY SEWERAGE						
169	333000	000009	2" Force main; pumping station to leaching field	70	lf	110.00	7,700		
170	333000	000009	4" DI Sewer line	15	lf	90.00	1,350		
171	333000	000009	4" PVC line	5	lf	40.00	200		
172	333000	000009	3000 gal Septic tank	1	ea	20,000.00	20,000		
173	333000	000009	Pump station	1	ea	6,500.00	6,500		
174	333000	000009	Leaching bed; 20'x73', including excavation & backfill	1,460	sf	35.00	51,100		
175	333000	000009	Distribution box	1	ea	included above			
176	333000	000009	4" Perforated pipe, schedule 80 on 5" stone base	365	lf	included above			
177	333000	000009	12" Gravel	54	cy	included above			
178	333000	000009	2" Pea stone cover	11	cy	included above			
179	333000	000009	Clean-out	10	ea	included above			
180	333000	000009	Inspection port	1	ea	included above			
181			SUBTOTAL				86,850		
182									
183	335000		335000 GAS SERVICES				N/A		
184			SUBTOTAL				-		
185	<b>TOTAL, DIVISION 33 - UTILITIES</b>							<b>\$205,100</b>	
186									
187									
188	<b>26 ELECTRICAL UTILITIES</b>								
189									
190									
191			<b>ELECTRICAL UTILITIES</b>						
192	312000		Civil						
193	312000	000007	Excavation & backfill:						
194	312000	000007	Ductbanks - primary	100	lf	18.00	1,800		
195	312000	Alt 1	Ductbanks - secondary	60	lf	19.00	1,140		
			Ductbanks - generator	100	lf	20.00	Alternate		





CSI CODE	ALA CARTEITEM	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
<b>SITework</b>								
196	312000	000007		Ductbanks - telecom	150	lf	21.00	3,150
197	312000	000009		Site lighting allow	850	lf	10.00	8,500
198	312000	000009		Concrete:				
199	033000	000007		Ductbanks - primary	100	lf	18.00	1,800
200	033000	000007		Ductbanks - secondary	60	lf	19.00	1,140
201	033000	All 1		Ductbanks - generator	100	lf	20.00	Alternate
202	033000	000007		Ductbanks - telecom	150	lf	21.00	3,150
203	033000	000009		Transformer pad	1	ea		w/ site concrete
204	033000	000009		Pole base	9	ea	500.00	Eliminated
205		000009		<u>Site Demolition</u>				
206	311000	000009		Site demolition and make safe	1	ls	2,500.00	2,500
207		000009		<u>Power</u>				
208	260000	000007		Utility co. back charges	1	ls		Separate budget
209	260000	000007		New riser (electrical)	1	ea	2,000.00	2,000
210	260000	000007		Primary service ductbank, 2-4" empty, allow (not depicted on Civil or Elec. Plans)	100	lf	40.00	4,000
211	260000	000009		Pad mounted transformer				By Utility Co.
212	260000	000007		Secondary service ductbank with 800A feeder including (1) spare 4" conduit (per Civil plans)	60	lf	280.00	16,800
213	260000	All 1		Generator ductbank	100	lf	350.00	Alternate
214	260000	000009		Power and feed to motorized sliding gate	1	ls	7,000.00	Not in scope
215	260000	000009		<u>Communications</u>				
216	260000	000007		New riser	1	ea	1,000.00	1,000
217	260000	000007		Telecom ductbank 4-4", empty, allow (not depicted on Civil or Elec. Plans)	150	lf	80.00	12,000
218	260000	000009		<u>Site Lighting (Civil Plan)</u>				
219	260000	000009		Refurbish pole mtd fixture at building entrance	2	ea	3,000.00	Not in scope
220	260000	000009		Pole light	9	ea	2,000.00	Not in scope
221	260000	000009		Pole base Grounding	9	ea	150.00	Not in scope
222	260000	000009		Site lighting circuitry - empty conduit for future	850	lf	15.00	12,750
223				SUBTOTAL				71,730
224								
225				<b>TOTAL, DIVISION 26 - ELECTRICAL UTILITIES</b>				<b>\$71,730</b>
226								
227				<b>TOTAL - SITE DEVELOPMENT</b>				<b>\$738,614</b>

## Laurie Wilson

---

**From:** Laurie Wilson  
**Sent:** Friday, March 10, 2023 9:58 AM  
**To:** Joe Domelowicz  
**Subject:** FW: External Email Warning RE: schedule a Special Town Meeting in June

For March 20<sup>th</sup>.

Both Wednesday June 14 and Thursday June 15 are available in the High School Auditorium.

---

**From:** Laurie Wilson  
**Sent:** Friday, March 10, 2023 9:55 AM  
**To:** Maidment, Patricia <[p.maidment@hwschools.net](mailto:p.maidment@hwschools.net)>  
**Subject:** RE: External Email Warning RE: schedule a Special Town Meeting in June

Hi Trish,

That's ok! Can we hold them until March 21<sup>st</sup>?  
The Select Board will be discussing at their March 20<sup>th</sup> meeting.

Thank you!  
Laurie

---

**From:** Maidment, Patricia <[p.maidment@hwschools.net](mailto:p.maidment@hwschools.net)>  
**Sent:** Friday, March 10, 2023 9:52 AM  
**To:** Laurie Wilson <[lwilson@hamiltonma.gov](mailto:lwilson@hamiltonma.gov)>; Geary, Thomas <[t.geary@hwschools.net](mailto:t.geary@hwschools.net)>  
**Subject:** External Email Warning RE: schedule a Special Town Meeting in June

Hi Laurie,  
I apologize for the delay.

Both dates are available. Let me know what you would like to do. Thank you!

*Tricia Maidment*  
*Administrative Assistant to the Athletic Director*  
*District Building Use Coordinator*  
Hamilton Wenham Regional Schools  
[p.maidment@hwschools.net](mailto:p.maidment@hwschools.net)  
(978) 468-0439

---

**From:** Laurie Wilson  
**Sent:** Wednesday, March 8, 2023 9:01 AM  
**To:** Patricia Maidment <[p.maidment@hwschools.net](mailto:p.maidment@hwschools.net)>  
**Subject:** schedule a Special Town Meeting in June

Hi Trish,

We need to schedule a Special Town Meeting in June, and it does not need to be on a Saturday. I would like to check on Wednesday June 14 or Thursday June 15 at 7 pm in the auditorium. Are either of these nights available? Then I will complete the building use form.

Thank you,  
Laurie

*Laurie Wilson*

Assistant to the Town Manager/  
Community Preservation Coordinator  
Town of Hamilton  
577 Bay Rd, P.O. Box 429  
Hamilton, MA 01936  
[lwilson@hamiltonma.gov](mailto:lwilson@hamiltonma.gov)  
Phone: 978-626-5202

## Joe Domelowicz

---

**From:** Sean Timmons  
**Sent:** Monday, March 13, 2023 12:51 PM  
**To:** Tim Olson  
**Cc:** Joe Domelowicz  
**Subject:** FW: External Email Warning megan@cband.com sent you Patton draft report via WeTransfer  
**Attachments:** 2023-03-10\_Hamilton\_Phased Cost Estimate.pdf; 2023-03-07\_Master Plan Revisions.pdf; Hamilton Patton Park Master Plan Report-simple cost estimate.pdf; 2023-03-10\_Master Plan.pdf

Joe,

Below is a link to the full report to download. Attached are various files from the plans. Feel free to send of the Select Board. If they have questions prior to 3/20, they can certainly reach out.

Sean

Sean Timmons  
Hamilton-Wenham Recreation Director  
16 Union St.  
Hamilton, MA 01982  
[stimmons@hamiltonma.gov](mailto:stimmons@hamiltonma.gov)  
978-468-2178

<http://www.hwrecreation.com/>

["Like" us on Facebook](#)

[Follow us on Instagram](#)

**From:** WeTransfer <noreply@wetransfer.com>  
**Sent:** Friday, March 10, 2023 9:21 PM  
**To:** Sean Timmons <stimmons@hamiltonma.gov>  
**Subject:** External Email Warning megan@cband.com sent you Patton draft report via WeTransfer

1/1



megan@cband.com  
sent you Patton draft report

1 item, 19.1 MB in total · Expires on 18 March, 2023

**Patton draft report** Here is the draft report (digital version) for the Patton Master Plan.

Get your files

### Download link

<https://wettransfer.com/downloads/d04bbec31191e798d9dfb98e6269e74220230311022034/038ae89bd6babbed9b989fd72a1285f20230311022055/926534>

### 1 item

20230310\_Hamilton Patton Park Master Plan Report-draft.pdf  
19.1 MB

To make sure our emails arrive, please add [noreply@wettransfer.com](mailto:noreply@wettransfer.com) to your contacts.

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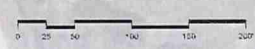
# FINAL MASTER PLAN: Costs

## Estimated Construction Costs:

The following cost breakdown gives a sense of cost division amongst the various elements for the Master Plan design. Please note: All costs include bond, overhead and profit, and contingency and miscellaneous expenses; design fee and cost escalation are not included.

\* Phase B1 and B2 are either/or options, they are not meant to be combined.

<b>Phase</b>	<b>Estimated Cost</b>
A Path System and Correct Flooding Areas: _____	\$590,000.
• Loop path around pond and connecting path system; correct site drainage near pond and baseball field; site furniture; shade trees	
B1 Replacement of Restroom Only Building*: _____	\$405,000.
• Demolish existing restroom building; construct new restroom only building; new septic field, electrical, water, and storm drainage utilities	
B2 Replacement of Restroom Building with Combined Use Building*: _____	\$1,138,000.
• Demolish existing restroom building; construct new combined restroom/concession/pavilion building; new septic field, electrical, water, and storm drainage utilities	
C Paving the Vehicular Drive along the Ball Fields: _____	\$438,000.
• Pave existing driveway and create new paved parallel parking spaces; shade trees	
D Shift the Little League Field and Replace Backstop, etc.: _____	\$334,000.
• Pave existing driveway and create new paved parallel parking spaces; shade trees	
E Gazebo Repair and Refurbishment: _____	\$ 77,000.
F Seating Plaza Near Playground: _____	\$108,000.
• Paved plaza; open-sided shade structure, site furniture	
G Picnic Area Near Playground Under Existing Trees: _____	\$ 66,000.
• Stonedust surface gathering area, site furniture	
H New Fire Pit Plaza Near South Side of Pond: _____	\$166,000.
• New stone fire pit; paved plaza; open-sided shade structure; install site furniture; sensory garden with a focus on native pollinator species.	
I Refurbish Existing Fire Pit Plaza Near East Side of Pond: _____	\$134,000.
• Rebuild existing stone fire pit; refurbish existing stone paving; paved plaza; open-sided shade structure; site furniture	
J Picnic Area at Pine Tree Grove: _____	\$ 55,000.
• Stonedust gathering area; site furniture	
K Pedestrian Scale Light Poles and Fixtures Along Main Paths: _____	\$211,000.



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# PATTON PARK MASTER PLAN

Hamilton, MA  
Master Plan

DATE: 03-07-2023  
SCALE: 1"=50'-0"  
FILE: Hamilton\_Park\_MasterPlan.dwg  
DWN BY: PCS  
CHK BY: MNT  
PROJ. #: 2229





Drainage Improvements at Baseball Field

Space for Informal Event Overflow Parking (9) 45° Lawn Parking Spaces)

Old Bathroom Building Removed

2,500 SF ± Building/Open Air Pavilion with Bathroom Facilities and Concessions OR 720 SF Bathrooms Only Building

Little League Field Reoriented with first base foul line parallel to access road (S/SE Batter Orientation)

If Little League Field is Reoriented, Space for Informal Event Overflow Parking - (9) Angled Lawn Parking Spaces

New Parallel Parking Spaces - Quantity and Location of Spaces Shown is Approximate, 17 Spaces Shown

'Pocket Forest' with Native Canopy Trees and Understory Plantings

Woodland Picnic Grove with Stone Dust Surface and Seating

Stonedust Path

Pond Loop Path with 6 Benches and New Waterfront Trees

Existing DPW Building To Remain

Drought Tolerant Hardy Native Plantings

Gathering Space with 16'x28' Shade Structure, Renovate Existing Fire Pit, Expand Stone Paved Area

Sidewalk along Parking

Path Access to Gazebo with Accessible Seating; Gazebo to be Renovated

Gathering Space with Fire Pit, 10'x20' Shade Structure, Stone Dust Surface, Interpretive Signage, and Sensory Garden with Native Pollinator Plant Species

Picnic Grove with Stone Dust Surface and Seating

Drainage Improvements Between Playground and Pond

Gathering Space with 16'x20' Shade Shelter, Seating, and Interpretive Signage

Wayfinding Signage Along Main Paths Between Parking Areas

20 Pedestrian Scale Light Poles Along Path Between Parking Areas

Main Park Entrance Stone Markers and Sign

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 413.253.1234 | www.cba-landscape.com | cba@ca-landscape.com  
 landscape architecture urban design master planning

**PATTON PARK MASTER PLAN**  
 Hamilton, MA  
 Master Plan

DATE: 03-07-2023  
 SCALE: 1"=50'-0"  
 FILE: Patton\_Park\_Master\_Plan.dwg  
 DWN BY: PCS  
 CKD BY: MNT  
 PROJ. #: 2229

**MP**

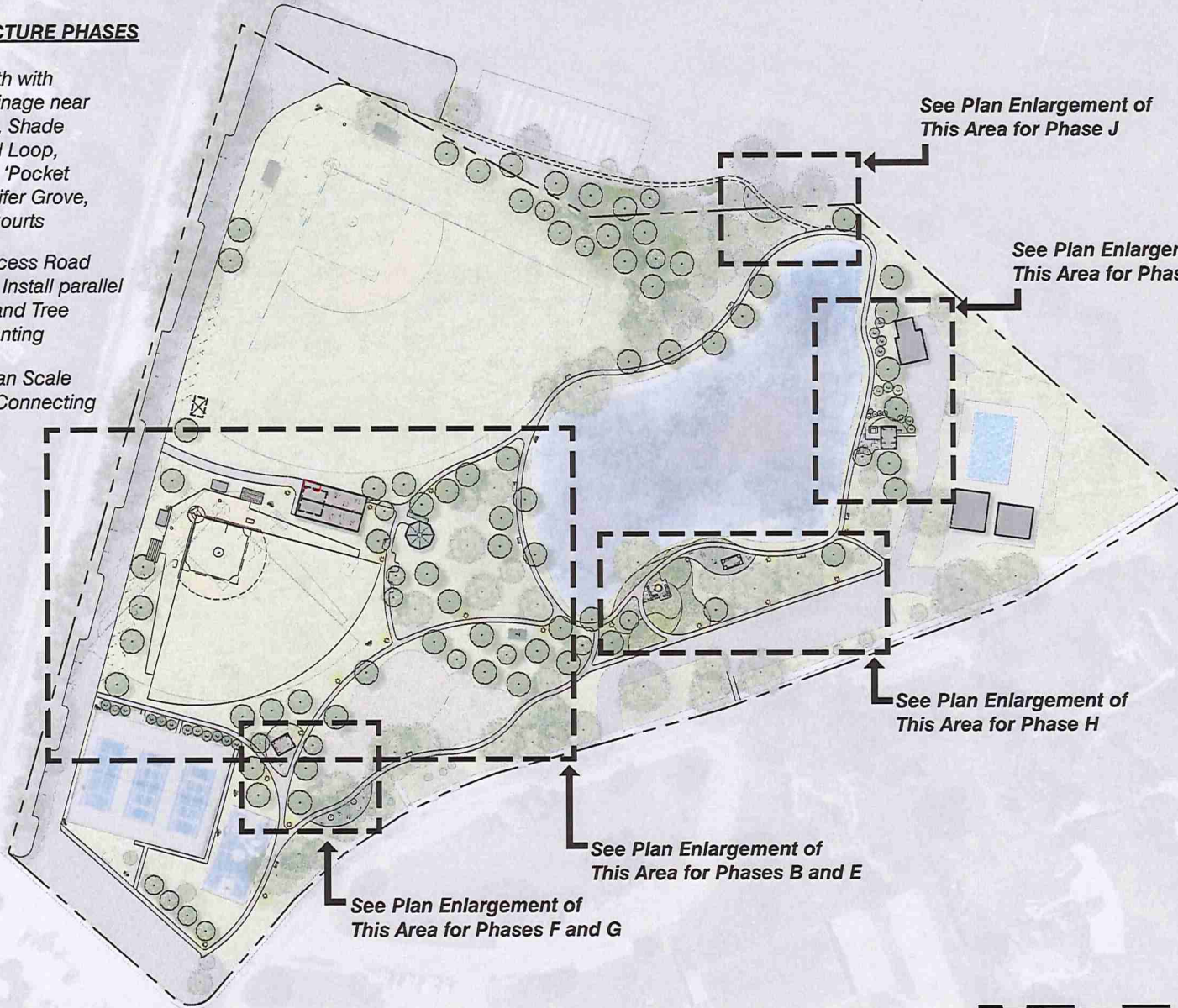


**PARK-WIDE INFRASTRUCTURE PHASES**

**Phase A Scope:** Loop Path with Benches, Correct site Drainage near Pond and in baseball field, Shade Tree Planting around Pond Loop, Playground, and Gazebo, 'Pocket Forest' Along Path by Conifer Grove, Planted Buffer by Tennis Courts

**Phase C Scope:** Pave Access Road parallel to Commuter Rail, Install parallel parking spaces; Grading and Tree Removals/Pruning and planting

**Phase K Scope:** Pedestrian Scale Lighting along Main Path Connecting Parking Areas



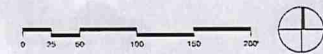
See Plan Enlargement of This Area for Phase J

See Plan Enlargement of This Area for Phase I

See Plan Enlargement of This Area for Phase H

See Plan Enlargement of This Area for Phases B and E

See Plan Enlargement of This Area for Phases F and G

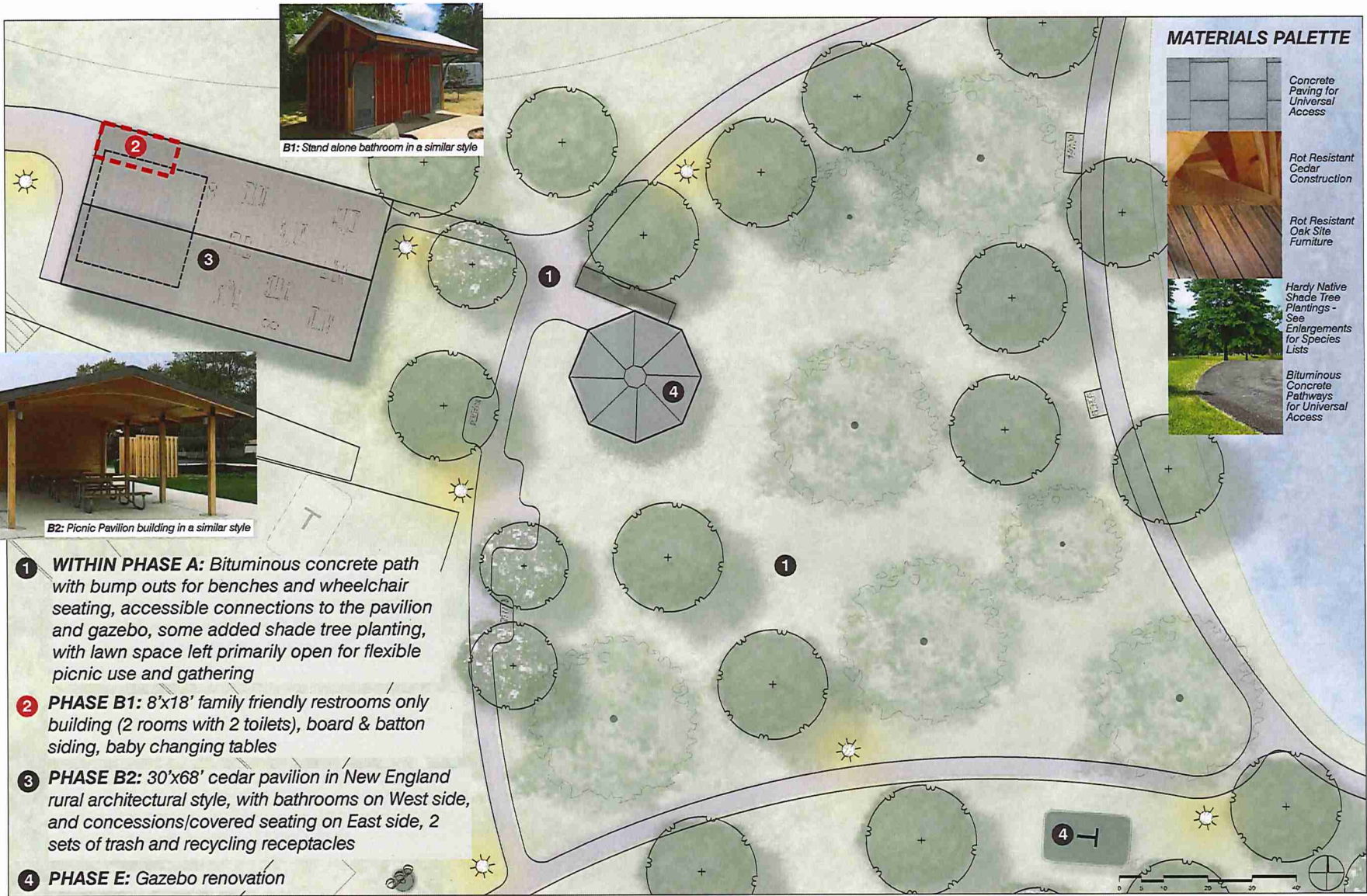


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**PATTON PARK MASTER PLAN**  
Hamilton, MA  
Master Plan

DATE: 03-07-2023  
SCALE: 1"=50'-0"  
FILE: Hamilton\_Park\_MP.dwg  
DWN BY: PCS  
CKD BY: MNT  
PROJ. #: 2229

**MP**



B1: Stand alone bathroom in a similar style



B2: Picnic Pavilion building in a similar style

**MATERIALS PALETTE**

-  Concrete Paving for Universal Access
-  Rot Resistant Cedar Construction
-  Rot Resistant Oak Site Furniture
-  Hardy Native Shade Tree Plantings - See Enlargements for Species Lists
-  Bituminous Concrete Pathways for Universal Access

- 1 WITHIN PHASE A:** Bituminous concrete path with bump outs for benches and wheelchair seating, accessible connections to the pavilion and gazebo, some added shade tree planting, with lawn space left primarily open for flexible picnic use and gathering
- 2 PHASE B1:** 8'x18' family friendly restrooms only building (2 rooms with 2 toilets), board & batton siding, baby changing tables
- 3 PHASE B2:** 30'x68' cedar pavilion in New England rural architectural style, with bathrooms on West side, and concessions/covered seating on East side, 2 sets of trash and recycling receptacles
- 4 PHASE E:** Gazebo renovation

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**PATTON PARK MASTER PLAN**  
 Hamilton, MA  
 Enlargement - Central Gathering Space

DATE: 02-24-2023  
 SCALE: 1"=10'-0"  
 FILE: Hamilton\_Park\_Site.dwg  
 DWN BY: PCS  
 CKD BY: MNT  
 PROJ. #: 2229

**SITE FURNISHINGS**



Thermally Modified Red Oak and Steel Picnic Tables



Picnic Table (plan view)



ADA Picnic Table



Thermally Modified Red Oak and Steel Park Benches

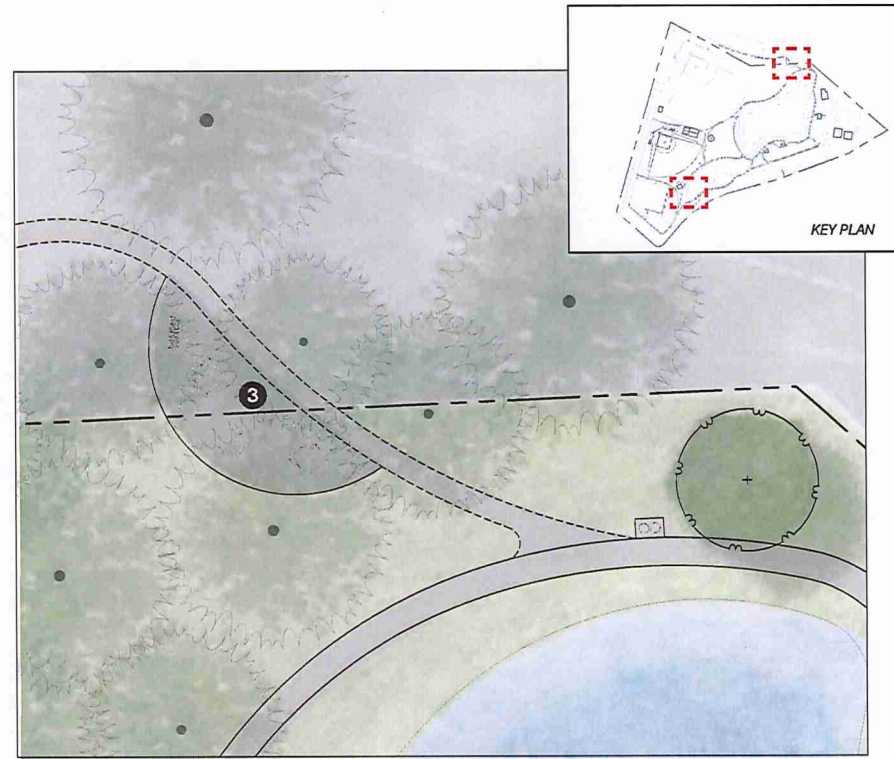
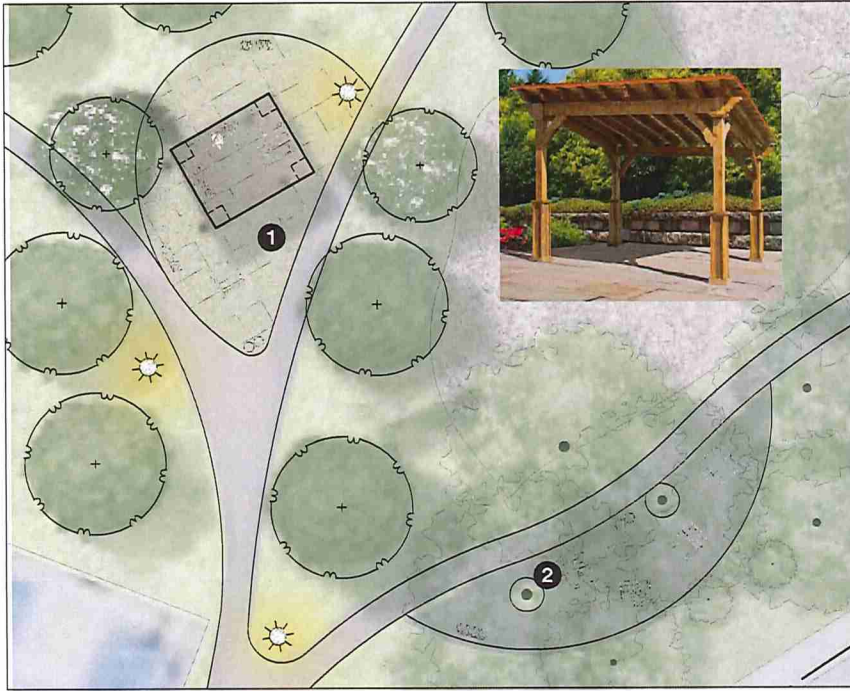


Steel Waste Receptacles With Covered Tops for Rain Protection



Family of Cohesive Park Wayfinding and Interpretive Signage

A, B, E



**1 PHASE F:** ~1,500 sf paved plaza with 10'x20' monoslope cedar pavilion in New England rural architectural style, accessible wood picnic tables and benches, trash and recycling receptacles, accessible connections to new asphalt paved park path system, shade trees, and flowering tree plantings



**2 PHASE G:** ~1,000 sf stabilized stone dust picnic grove along path, with accessible picnic tables, trash and recycling receptacles



Picnic Table (plan view)



ADA Picnic Table

**3 PHASE J:** ~700 sf stabilized stone dust picnic grove with accessible picnic tables



Picnic Table (plan view)



ADA Picnic Table

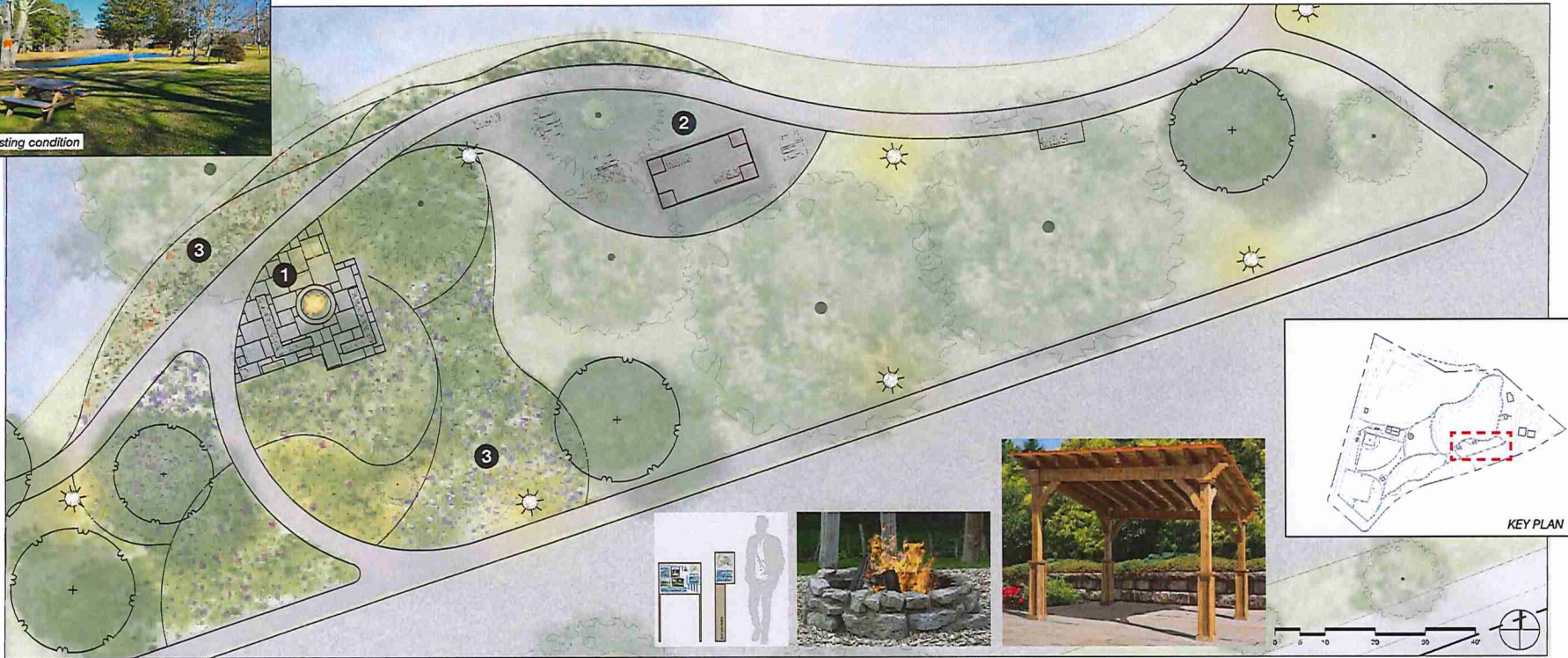


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 phone: 617.318.9780 | www.cbausa.com | cba@cbausa.com  
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**PATTON PARK MASTER PLAN**  
 Hamilton, MA  
 Enlargements - Gathering Spaces

DATE: 02-24-2023  
 SCALE: 1"=10'-0"  
 FILE: Hamilton\_Sew\_31.01.dwg  
 DWN BY: PCS  
 CKD BY: MNT  
 PROJ #: 2229

F, G,  
 J



**1 PHASE H:** Stone fire pit location to avoid existing conifers, ~600 sf plaza on recycled granite pavers, seat walls with bench toppers, trash and recycling receptacles



**2 PHASE H:** ~1,500 sf stabilized stonedust gathering space with 10'x20' monoslope cedar pavilion in New England rural architectural style, accessible wood picnic tables and benches, trash and recycling receptacles, path connections to parking lot and pond loop path, interpretive signage



**3 PHASE H:** Pond shoreline plantings, and sensory/pollinator garden, planted and maintained in partnership with the Northshore Garden Club

Example species: *Zizia aurea*, *Asclepias tuberosa*, *Monarda fistulosa*, *Agastache*, *Clethra alnifolia*, *Salvia nemorosa*, *Deschampsia flexuosa*, *Chelone glabra*, *Schizachyrium scoparium*, *Pycnanthemum tenuifolium*



*Zizia aurea*



*Asclepias tuberosa*



*Monarda fistulosa*



*Salvia nemorosa*



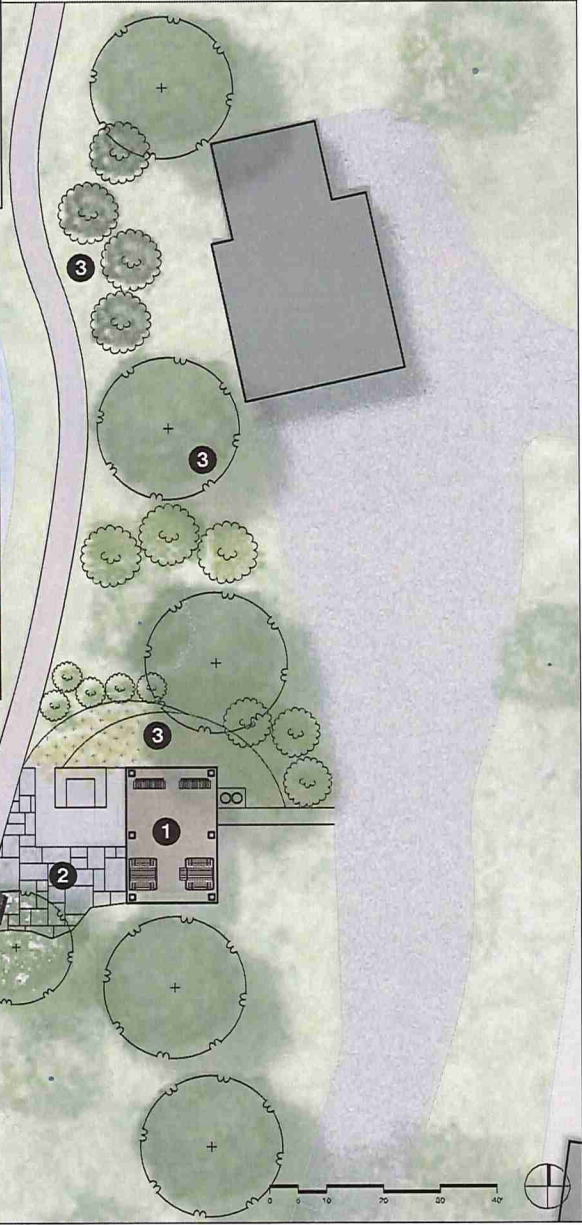
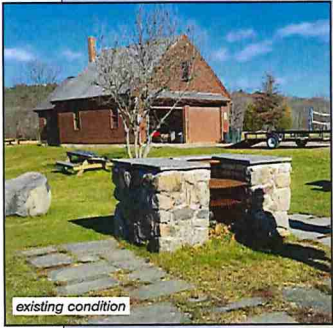
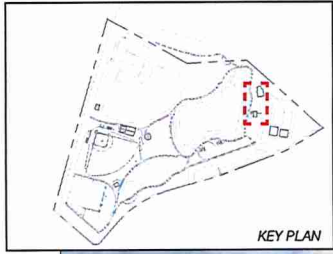
*Clethra alnifolia*



*Deschampsia flexuosa*



*Agastache 'Black Adder'*



1 16'x28' cedar pavilion in New England rural architectural style, accessible picnic tables and benches, trash and recycling receptacles, paved path connection to driveway



2 Existing stone grill, existing stone paving renovated and extended to gathering space between pavilion and pond loop path (~600 sf total)



3 Tall and bushy planted buffer between gathering space and DPW building; mix of drought, salt, and wet tolerant native grasses, shrubs, and small trees

Example species: *Amelanchier canadensis*, *Cornus florida*, *Rhododendron viscosum*, *Alnus incana*, *Andropogon gerardii*, *Andropogon glomeratus*



*Andropogon glomeratus*



*Amelanchier canadensis*



*Alnus incana*



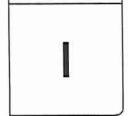
*Rhododendron viscosum*



*Andropogon gerardii*



*Cornus florida*





Sassafras albidum

**1** 'Pocket forest' in community with existing conifer grove - new plantings to include diverse native shade trees and short (4' and under) understory plantings for visibility throughout the area

Example species: *Quercus alba*, *Quercus coccinea*, *Sassafras albidum*, *Betula lenta*, *Liriodendron tulipifera*, *Cephalanthus occidentalis*, *Rosa carolina*, *Viburnum acerifolium*, *Vaccinium angustifolium*, *Clethra alnifolia*, *Dasiphora floribunda*, *Ilex verticillata*



Quercus coccinea



Betula lenta



Cephalanthus occidentalis



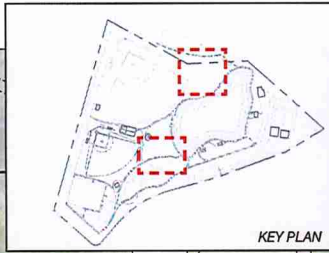
Rosa carolina



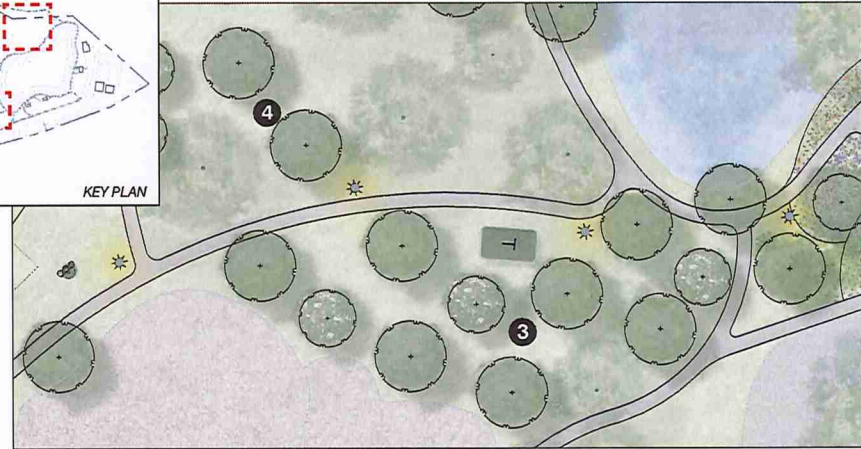
Ilex verticillata



Dasiphora floribunda



KEY PLAN



**2** Pond loop native shade tree plantings that tolerate wet soils, including some willow trees to speak to historic willows planted by the pond  
example species: *Salix nigra*, *Sassafras albidum*, *Nyssa sylvatica*, *Betula nigra*



Salix nigra



Sassafras albidum



Nyssa sylvatica



Betula nigra

**3** Following drainage improvements, native shade and flowering tree plantings that tolerate wet soils and maintain visibility in playground area

Example species: *Sassafras albidum*, *Nyssa sylvatica*, *Gleditsia triacanthos inermis*, *Acer rubrum*, *Tilia americana*, *Oxydendrum arboreum*

**4** For planted areas other than those near the pond, native shade and flowering tree plantings that are drought and compaction tolerant

Example species: *Platanus x acerifolia*, *Quercus velutina*, *Quercus palustris*, *Ulmus americana*, *Carya ovata*, *Carya glabra*, *Cornus florida*, *Amelanchier canadensis*, *Ostrya virginiana*



Quercus velutina



Amelanchier canadensis



Carya ovata



Platanus x acerifolia

## Joe Domelowicz

---

**From:** Laurie Wilson  
**Sent:** Wednesday, March 15, 2023 12:12 PM  
**To:** Joe Domelowicz  
**Subject:** Patton Park Master Plan  
**Attachments:** 23.03 Patton Park Master Plan Report.pdf

<https://www.hamiltonma.gov/wp-content/uploads/2023/03/23.03-Patton-Park-Master-Plan-Report.pdf>

### *Laurie Wilson*

Assistant to the Town Manager/  
Community Preservation Coordinator  
Town of Hamilton  
577 Bay Rd, P.O. Box 429  
Hamilton, MA 01936  
[lwilson@hamiltonma.gov](mailto:lwilson@hamiltonma.gov)  
Phone: 978-626-5202



**Annual Town Meeting**

April 1, 2023  
9:00 a.m.

Hamilton-Wenham Regional High School  
Auditorium

**1. The constable has confirmed that the warrant for this ATM has been properly posted. The Town Clerk has informed me there is a quorum present.**

**This Annual Town Meeting of the Town of Hamilton is now open.**

**2. Good morning, my name is William Bowler, and I'm the Town Moderator. Welcome to the April 1, 2023 Annual Town Meeting, and thank you for coming.**

**3. To assist me with vote counting if necessary I have appointed five tellers, who have been properly sworn as follows:**

\_\_\_\_\_ [names of tellers]

**4. We will start as we always do by saying the Pledge of Allegiance.**



**5. I'd like to start with some general reminders:**

**First, if you are a registered voter in Hamilton you should have picked up a voting clicker, which looks like this. If you haven't and wish to vote, then I ask you to get one now.**

**Second, please turn your cell phone to silent. If you need to take or make a call, please leave the meeting to do so.**

**Third, we welcome non-voters to the Town Meeting, but do ask that you sit in the visitors' area, which is located in the back left section of the auditorium, so it will be easier to know who is able to vote and who is not.**

**6. I'd like to introduce the people who are sitting up front so you all know who they are.**

<b>Tom McEnaney</b>	<b>KP Law, Town Counsel</b>
<b>Carin A. Kale</b>	<b>Town Clerk</b>
<b>Joe Domelowicz</b>	<b>Town Manager</b>
<hr/>	<b>Finance Director</b>
<b>Shawn Farrell</b>	<b>Select Board Chair</b>
<b>Jamie Knudsen</b>	<b>Select Board</b>
<b>Caroline Beaulieu</b>	<b>Select Board</b>
<b>Bill Olson</b>	<b>Select Board</b>
<b>Tom Myers</b>	<b>Select Board</b>
<b>Christina Schenk Hargrove</b>	<b>FINCOM Chair</b>
<b>John Pruellage</b>	<b>FINCOM</b>
<b>Harry Philip</b>	<b>FINCOM</b>
<b>David Wanger</b>	<b>FINCOM</b>
<b>John McGrath</b>	<b>FINCOM</b>

**I have asked non-resident Town officials and those assisting the Select Board or Finance Committee to be present here so they may be available to answer questions. Members of the press [and the video crew] have also been allowed to be present.**

**7. I hope you all read and brought your copy of the Warrant. If you did not, there may still be some extra copies. Please let me know. The agenda for the meeting is the Warrant. It was prepared by the Select Board.**

**To bring an agenda item before the meeting, I will recognize a member of the sponsoring board, committee, or individual so they can make a motion. If the motion is seconded, I will recognize the proponent to speak to you about it. Once they are done, I will open discussion up to you.**

**If you wish to speak, you must first ask me to recognize you. To save time, I ask that you already be standing at one of the microphones.**

**Once you're recognized, please state your name and street address. You may then make comments or ask questions about the motion. You will have 3 minutes to do so.**

**Your comments and questions must be within what we call “the 4 corners of the motion.” Please do not make comments about any person who is in favor of or against the motion, just comment on the merits of the motion.**

**Please, no applause.**

**All motions to amend must be submitted to the Town Clerk in writing. If you need assistance in framing a motion to amend, Town Counsel will provide you with some assistance.**

**No more than 1 amendment may be pending at the same time. A vote is first taken on the amendment and then on the main motion.**

**As I mentioned, when a vote is taken, we will be using the electronic voting clickers. Joe Domelowicz will demonstrate the use of the clickers in just a moment. In the unlikely event that we have trouble with the new technology, we will revert to the use of voter cards, and I will ask you to raise your voter cards and I will then decide visually whether there is the necessary majority or 2/3 vote. If I am in doubt, or 7 voters question the vote immediately after I declare the outcome, I will have the vote counted by the tellers.**

**Allow Joe Domelowicz to demonstrate the use of the clickers.**

8. **OK, we will now begin going through the Articles in the warrant.**

**SECTION 1: ELECTIONS, REPORTS, PROCEDURES**

<p><b>ARTICLE 2023/4 1-2</b></p> <p align="center"><i>Reports</i></p>	<p>To hear reports of Town Officers and selected committees and to take action thereon or relative thereto. Reports will appear in the Town Report for Fiscal Year 2022 and be posted to the Town of Hamilton website.</p> <p><b>MODERATOR: I recognize _____</b></p> <p><b><u>Motion of</u></b>  <b>I move that the reports of Town Officers and Committees be received and placed on file.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p> <p><b>Reports from Patton Homestead working group and Planning Board.</b></p>
<p><b>ARTICLE 2023/4 1-3</b></p> <p align="center"><i>Articles for Consent Motion</i></p>	<p>To see if the Town will consolidate in one consent motion containing the motions for those articles that, in the opinion of the Moderator, are not controversial and can be passed without debate, or take any action thereon or relative thereto.</p> <p>Expected Consent Motion to include articles: ARTICLES 2-1, 2-6, 2-7, 2-8, 2-9, 2-11, 2-12, and 3-2.</p> <p><b>Moderator: I will now read the list of articles to be taken up and voted on as one motion. If you want to ask questions or make comments on an article, shout out "Hold" as the list is read. Any article that is held will be deleted from the Consent Motion and taken up and considered according to its place on the warrant: ARTICLES 2-1, 2-6, 2-7, 2-8, 2-9, 2-11, 2-12, and 3-2.</b></p> <p><b><u>Motion of</u></b>  <b>I move that the articles included on the List of Articles for Consent Motion for this 2023 Annual Town Meeting, a copy of which has been delivered to the Town Clerk to be filed with the minutes of this meeting, be approved by one vote, each motion to be deemed a separate action under the Warrant Article having the same corresponding number, [excepting those motions held.]</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p> <p><b>As we typically do at every Town Meeting, we seek to include a number of routine but necessary articles that are not controversial in one consent motion. This allows us to limit the duration of the meeting, so that we can give more time to issues that are more likely to engender debate.</b></p>

Commented [TME1]: This is the language that was used in the past. Please confirm.

**SECTION 2: FINANCIAL ACTIONS**

<p><b>ARTICLE 2023/4 2-1</b>  <i>Compensation/ Classification Table</i></p>	<p>To see if the Town will amend the Personnel Bylaw by adopting changes to the classification and compensation table as set forth in Appendix A, or take any action thereon or relative thereto.</p> <p>[The Proposed Compensation/Classification Table appears as <b>Appendix A</b> to the 2023 Appendix Book.]</p> <p><i><b>Brief Summary:</b> The Classification/Compensation table reflects a cost of living increase for settled contracts and non-union employees. Collective Bargaining Agreements under negotiation are identified as such and do not reflect any cost of living increases. Anticipated increases are currently budgeted in a salary reserve account to accommodate for prospective increases for unsettled union contracts.</i></p> <p><i><b>Fiscal Year 2024 Tax Rate Impact:</b> The tax rate impact of this article is reflected in Article 2-3, the Town budget article, as the Classification/Compensation Table is only one part of a formula used to determine the various wages and salaries contained within the Town budget.</i></p> <p><i>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p align="center"><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR:</b> I recognize _____ (Fin Comm)</p> <p><u><b>Motion of _____ (Fin Comm)</b></u></p> <p><b>I move that the Town amend the Personnel By-law by adopting changes to the classification and compensation table as set forth in Appendix A to the 2023 Appendix Book.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-2</b>  <i>Prior Year Bills</i></p>	<p>To see if the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to pay any unpaid bills incurred in prior years, or take any action thereon or relative thereto. <i>(Expected request \$1,575.01)</i></p> <p><i>A 4/5 vote is required to approve this article.</i></p> <p><i><b>Brief Summary:</b> This article provides for payment of prior year bills which were not submitted or processed prior to the fiscal year ending on June 30, 2022. It is anticipated that currently available funds in the DPW – Consultative Services account and the Finance Department Consultative Services account will be utilized for these appropriations.</i></p>

	<p><i>Fiscal Year 2024 Tax Rate Impact: Payment of these bills will have no effect on the tax rate.</i></p> <p><i>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>MODERATOR: I recognize _____ (Fin Comm)</b></p> <p><b><u>Motion of _____ (Fin Comm)</u></b></p> <p><b>I move that the Town transfer the sum of \$ _____ from DPW -- Consultative Services account and \$ _____ from Finance Committee -- Consultative Services account to pay unpaid bills for _____ [insert names of vendors], respectively.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-3</b></p> <p><i>General Town Departmental Appropriations</i></p>	<p>To see if the Town will raise and appropriate, or transfer from available funds, a sum of money to defray the expenses of schools and all other Town expenses for the Fiscal Year beginning July 1, 2023, or take any action thereon or relative thereto. <i>(Expected requests Town - \$13,904,365 and all educational expenses, including HWRSD and ENSATSD - \$23,396,950)</i></p> <p>[The proposed budget appears as <b>Appendix B</b> to the 2023 Appendix Book.] [The approved school budget appears as <b>Appendix C</b> to the 2023 Appendix Book.]</p> <p><i><b>Brief Summary:</b> This article is to approve the general operating budget for the Town and Schools, which totals \$37,301,315. The total FY24 budget represents an increase of 9.09% over FY23. This article does not include the portions of the Town or School budgets that are funded in separate warrant articles.</i></p> <p><i>The HWRSD budget request represents an increase of total school spending by \$902,115-- an increase of 3.91% or \$854,831 for Hamilton. The Hamilton increase includes the adjustment for the enrollment shift.</i></p> <p><i>The ENSATSD budget represents a decrease in total school spending of \$307,458-- a decrease of 2.9% or \$9,154 for Hamilton. This is due to enrollment at ENSATSD dropping from 19 students to 18 students, with modest increases in per-pupil costs, and a slight reduction in debt service.</i></p> <p><i>The Select Board recommends (5-0) favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>MODERATOR: Don't read the article, just say, "this is our annual general town and school omnibus appropriations article."</b></p>

I will now recognize Eric Tracy, Superintendent of Schools, to report on the School District budget.

I will now recognize Joe Domelowicz, Town Manager, to report on the Town budget.

I will now read each appropriation and for any item a voter would like to discuss separately, please shout out HOLD:

- \$ \_\_\_\_\_ for General Town Government
- \$ \_\_\_\_\_ for Public Safety
- \$ \_\_\_\_\_ for Hamilton-Wenham Regional School District
- \$ \_\_\_\_\_ for Essex North Shore Agricultural & Technical School District
- \$ \_\_\_\_\_ for Department of Public Works
- \$ \_\_\_\_\_ for Health and Human Services
- \$ \_\_\_\_\_ for Culture and Recreation
- \$ \_\_\_\_\_ for Unclassified

Totaling \$ \_\_\_\_\_

MODERATOR: I recognize \_\_\_\_\_ (Fin Comm)

Motion of \_\_\_\_\_ (Fin Comm)

I move that the Town raise and appropriate the sums read by the Moderator for schools and all other Town expenses which are set forth in the 2024 Fiscal Year Budget in Appendix B of the 2023 Appendix Book and Appendix C of the 2023 Appendix Book with the corrections read by the Moderator excepting those items held.

Is there a Second?

Discussion:

For each held item:

MODERATOR:

Motion of \_\_\_\_\_ (Fin Comm)

I move that the Town raise and appropriate \$ \_\_\_\_\_ for \_\_\_\_\_

Is there a Second?

Discussion: \_\_\_\_\_



ARTICLE 2023/4 2-4  
Capital Expenditures

To see if the Town will raise and appropriate, borrow or transfer from available funds a sum of money for the purpose of funding capital expenditures and further, to authorize the Town Manager to administer and expend funds from said accounts, or take any action thereon or relative thereto. (Expected request \$1,466,050)

*Brief Summary: This article would provide funds for various projects contained within the Fiscal Year 2024 Capital Projects Plan.*

[Please refer to **Appendix D** to the 2023 Appendix Book.]

*Fiscal Year 2024 Tax Rate Impact: The request if funded by taxation would represent approximately \$0.61 per \$1,000 assessed valuation, or \$438 tax assessment on the average home valued at \$713,000. However, it is expected that Free Cash, retained earnings, water enterprise debt (no impact on tax rate) and other available funding sources will be utilized for these appropriations; therefore, this should have no impact on the FY2024 tax rate.*

*The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.*

MODERATOR: I will now recognize [redacted] to report on this article.

Motion of

I move that the Town vote to transfer the sum of \$1,096,050 from Free Cash to fund the following purchases and projects identified in the Fiscal Year 2024 Capital Projects Plan which is set forth in Appendix D of the 2023 Appendix Book:

DPW Sander	\$215,000
Radio Upgrade	\$70,000
Fuel Station	\$395,000
DPW Garage Doors	\$75,000
Library HVAC	\$200,000
Library Security	\$13,050
HPD Cruiser	\$70,000
ECO Cameras	\$58,000

And further, to appropriate \$105,000 from Water Department retained earnings to purchase and equip a Water Department Utility truck also as set forth in Appendix D of the 2023 Appendix Book.

Is there a Second?

Discussion: \_\_\_\_\_

Commented [TME2]: Is Joe going to report on the article?

Commented [TME3]: I note that 2 projects indicate that they will be funded with ARPA funds. In my opinion, Town Meeting authorization is not required to appropriate these monies, and instead, the Select Board may simply allocate their use for qualified projects/expenditures.

Also, I note that 2 projects indicate that they will be funded by borrowing. However, it was my understanding that the Town was not borrowing any funds for capital items. Please advise.

ARTICLE 2023/4 2-5

To see if the Town will appropriate a sum of money to purchase and equip a new fire truck, and to determine whether this amount shall be raised by transfer from

<p><i>Fire Engine Purchase</i></p>	<p>available funds, including but not limited to reserved bond sale premiums, or otherwise provided; or take any action thereon or relative thereto. (<i>Expected request \$760,000</i>)</p> <p><i>A 2/3 vote will be required to approve this article if funds are appropriated from the Stablization Fund.</i></p> <p><b>Brief Summary:</b> <i>This article seeks to appropriate funds to purchase and equip a new fire truck. The proposed funding sources for the fire truck include old capital premiums which have been sitting idle for over 5 years, totaling \$114,569; and \$645,431 from Capital Stablization Fund. The current value of the Capital Stabilization Fund, \$1,465,840, less \$645,431 in anticipated usage, will need to be replenished by \$258,868 in either FY25 or FY26 budgets to meet the Town's financial policy of carrying the previous year's capital depreciation amount. In FY22, that amount was \$1,079,277. This purchase is being made now, because the lead time on a new fire engine is more than two years.</i></p> <p>[Please refer to <b>Appendix E</b> to the 2023 Appendix Book.]</p> <p><b>Fiscal Year 2024 Tax Rate Impact:</b> <i>This article will have no impact on the 2024 tax rate.</i></p> <p><b>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</b></p> <p><b>MODERATOR:</b> I will now recognize [redacted] to report on this article.</p> <p><b>Motion of</b>  <b>I move that the Town appropriate the sum of \$760,000 to purchase and equip a new fire truck, and that to meet this appropriation, transfer the sum of \$114,569.00 from reserved bond sale premiums and \$645,431.00 from the Capital Stabilization Fund.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b> _____</p>
<p><b>ARTICLE 2023/4 2-6</b>  <i>Water Enterprise Budget</i></p>	<p>To see if the Town will approve the FY2024 Water Enterprise Budget, as set forth in Appendix F, or take any action thereon or relative thereto. (<i>Expected request \$2,285,703</i>)</p> <p>[The proposed budget appears as <b>Appendix F</b> to the 2023 Appendix Book.]</p>

Commented [TME4]: Is Joe going to report on the article?

Commented [TME5]: I recommend that you forward the Motion to bond counsel for review and approval.

Also, since the Motion contemplates an appropriation from the Capital Stabilization Fund, a 2/3 vote is required.

	<p><b>Brief Summary:</b> <i>The FY24 operating budget for the Water Enterprise represents an increase of \$262,829 or 12.99%. Retained earnings were not used to balance the budget this year.</i></p> <p><b>Fiscal Year 2024 Tax Rate Impact:</b> <i>The Water Department is supported by water fees; adoption of the budget will not impact the tax rate.</i></p> <p><b>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</b></p> <p style="text-align: center;"><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR:</b> I recognize _____ (Fin Comm)</p> <p><b>Motion of</b> _____ (Fin Comm)</p> <p><b>I move that the Town approve the FY2024 Water Enterprise Budget, as set forth in Appendix F to the 2023 Appendix Book.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-7</b></p> <p><i>Annual Financial Actions</i></p>	<p>To see if the Town will authorize the following financial actions, or take any action thereon or relative thereto.</p> <ul style="list-style-type: none"> <li>A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to the General Fund to be used for cemetery purposes;</li> <li>B. To transfer \$457,313 from the Water Enterprise Fund to the General Fund to be used for indirect expenses;</li> <li>C. To transfer \$ 2,668.36 from the interest of the Clark Fund to the Conservation Trust fund for conservation related expenses.</li> </ul> <p><b>Brief Summary:</b> <i>This article occurs annually as part of the budget process.</i></p> <p><b>Fiscal Year 2024 Tax Rate Impact:</b> <i>The proposed transfers will reduce the estimated tax rate by approximately \$0.19 per \$1,000 assessed valuation, or \$137 tax assessment on the average home valued at \$713,000.</i></p> <p><b>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</b></p> <p style="text-align: center;"><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR:</b> I recognize _____ (Fin Comm)</p> <p><b>Motion of</b> _____ (Fin Comm)</p> <p><b>I move that the Town authorize the following financial transfers:</b></p> <ul style="list-style-type: none"> <li>A. Transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to the General Fund to be used for cemetery purposes;</li> </ul>

	<p><b>B. Transfer \$457,313 from the Water Enterprise Fund to the General Fund to be used for indirect expenses;</b>  <b>C. Transfer \$2,668.36 from the Clark Fund to the Conservation Trust Fund to be used for conservation related expenses.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-8</b>  <i>Hamilton Development Corporation</i></p>	<p>To see if the Town will raise and appropriate the sum of \$58,000 to the Hamilton Development Corporation, or take any action thereon or relative thereto.  <i>(Expected request is \$58,000)</i></p> <p><i>Brief Summary: At the 2010 Annual Town Meeting, the Town accepted the provisions of M.G.L. c.64L, Section 2(a) to impose a local meals excise tax. At the same meeting, the Town approved that such funds were to be used for the purpose of supporting economic development in the downtown commercially zoned district.</i></p> <p><i>Fiscal Year 2024 Tax Rate Impact: The proposed transfer means that funds generated by the meals tax cannot be applied to other projects or programs in the Town's annual budget. As a result, the estimated tax rate will increase by approximately \$.02 per \$1,000 assessed valuation, or \$17 tax assessment on the average home valued at \$713,000.</i></p> <p><i>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p style="text-align: center;"><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR: I recognize _____ (Fin Comm)</b></p> <p><b><u>Motion of _____ (Fin Comm)</u></b>  <b>I move that the Town raise and appropriate \$58,000 to the Hamilton Development Corporation.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-9</b>  <i>OPEB Trust Fund</i></p>	<p>To see if the Town will raise and appropriate the sum of \$125,000 for the purpose of funding the Other Post-Employment Benefits (OPEB) Liability Trust Fund, or take any action thereon or relative thereto.</p> <p><i>Brief Summary: This article proposes to appropriate \$125,000 towards the Town's unfunded liability for health and life insurance benefits of both current</i></p>

and future retired employees. Appropriations for this liability were first made at the 2010 Annual Town Meeting. Governmental Accounting Standards requires all local governments to account for other post-employment benefits (OPEB) using an accrual methodology over participants' active working career. The Town's most recent actuarial study (as of July 1, 2022) indicated that the Town had an actuarially determined unfunded liability of approximately \$5.6 million. The Town has already set aside approximately \$984,816 for this long-term liability.

**Fiscal Year 2024 Tax Rate Impact:** The allocation of these funds to the OPEB Trust Fund will increase the estimated tax rate by approximately \$0.05 per \$1,000 assessed valuation, or \$37 tax assessment on the average home valued at \$713,000.

*The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.*

**ONLY READ IF HELD FROM CONSENT MOTION**

**MODERATOR:** I recognize \_\_\_\_\_ (Fin Comm)

**Motion of \_\_\_\_\_ (Fin Comm)**

**I move that the Town raise and appropriate \$125,000 for the purpose of funding the OPEB Liability Trust Fund.**

**Is there a Second?**

**Discussion:**

**ARTICLE 2023/4 2-10**  
*Stabilization Fund*

To see if the Town will transfer \$57,541 from Free Cash to the General Stabilization Fund, or take any action thereon or relative thereto. *(Expected request is \$57,541)*

**Brief Summary:** *This article requests an appropriation to be added to the Stabilization Fund. This fund may be used for any purpose in the future, but requires a vote of Town Meeting in order to transfer and spend any of these funds. The Town has approved a policy to maintain a minimum balance of 5% of the current general fund operating budget in its general stabilization fund and to annually appropriate a minimum of 5% of general fund operating revenues to this fund until the target minimum balance is met. The requested amount represents 0.14% of the general fund operating revenues. The Town has already set aside approximately \$1,939,867 to this fund, representing 4.9% of general fund operating revenues.*

*A 2/3 vote is required to approve this Article pursuant to Chapter II, Section 5 of the Town's General Bylaws.*

**Fiscal Year 2024 Tax Rate Impact:** *None, as it is anticipated that the funds will come from Free Cash.*

	<p><i>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>MODERATOR: I recognize _____ (Fin Comm)</b></p> <p><b>Motion of _____ (Fin Comm)</b></p> <p><b>I move that the Town transfer the sum of \$57,541.00 from Free Cash to the Stabilization Fund.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-11</b></p> <p><i>Revolving Fund Establish Expenditure Limits</i></p>	<p>To see if the Town will vote to establish the annual spending limit for the Recreation and Emergency Dispensing Services and Clinics Revolving Funds as set forth below in accordance with G.L. c.44, §53E ½, with such updated expenditure limit to be applicable for each fiscal year until such time as Town Meeting votes prior to July 1 in any year, to increase the same for the ensuing fiscal year, provided that at the request of the entity authorized to expend such funds the Select Board may increase such limit for that fiscal year only; or take any action thereon or relative thereto.</p> <p>A. Recreation Revolving Fund - \$750,000 B. EDS &amp; Clinics Revolving Fund - \$200,000</p> <p><i>Brief Summary: This Article seeks to increase the annual spending limits for the Recreation Revolving Fund and EDS &amp; Clinics Revolving Fund, which are currently set at \$600,000 and \$30,000, respectively. These funds utilize user fees to provide the programming and no tax revenue is used in these funds.</i></p> <p><i>Fiscal Year 2024 Tax Rate Impact: None.</i></p> <p><i>The Select Board recommends favorable action (5-0). The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR: I recognize _____</b></p> <p><b>Motion of _____</b></p> <p><b>I move that the Town approve Article 2-11 as printed in the Warrant.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-12</b></p>	<p>To see if the Town will act on the Report of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and specified other projects and appropriate or reserve for later appropriation monies</p>

<p><i>Community Preservation Budget</i></p>	<p>from community preservation fund annual revenues, specific reserves or other available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, as set forth in Appendix G, or take any action thereon or relative thereto.</p> <p>[The Budget appears in <b>Appendix G</b> of the 2023 Appendix Book.]</p> <p><i><b>Brief Summary:</b> The Community Preservation Budget supports many requests made by different groups and organizations each year. Please refer to Warrant Appendices for list of projects.</i></p> <p><i><b>Fiscal Year 2024 Tax Rate Impact:</b> The Community Preservation Budget is funded from a 2% surcharge on to the property tax plus State matching funds. This is noted as a separate line item on your tax bill.</i></p> <p><i>The Select Board recommends favorable action (5-0). The CPC recommends favorable action (0-0). The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR: I recognize Jay Butler</b></p> <p><b><u>Motion of Jay Butler</u></b></p> <p><b>I move that the Town approve Article 2-12 as printed in the Warrant.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-13</b></p> <p><i>Community Preservation – School Athletic Fields</i></p>	<p>To see if the Town will vote, pursuant to G.L. c.44B, to appropriate \$800,000 from the Community Preservation Fund Undesignated Reserve Fund Account for the purpose of funding a portion of the design, construction, reconstruction, improvement and equipping of the athletic and recreational facilities located at the Hamilton-Wenham Regional High School, 775 Bay Road, Hamilton, MA, including all incidental and related costs, as set forth in an application on file with the Town Clerk dated December 22, 2022 approved by the Community Preservation Committee on February 16, 2023; provided, however, that the expenditure of said funds shall not be authorized if Town Meeting fails to approve Articles 2023/4 2-14; the Town of Wenham fails to appropriate its share of the costs for said project; or construction of the project fails to commence by April 6, 2025, or take any action thereon or relative thereto.</p> <p>[This project appears in <b>Appendix H</b> of the 2023 Appendix Book.]</p>

	<p><b>Brief Summary:</b> <i>This article seeks to allocate funds set aside in the Community Preservation Undesignated Reserve Fund Account for the purpose of funding a portion of the costs of the athletic and recreational facilities project. The CPC funds would only be used for the purposes of funding a portion of the site preparation and drainage work and would not be used by the purchase or installation of any artificial turf, as set forth the application approved by the CPC.</i></p> <p><b>Fiscal Year 2024 Tax Rate Impact:</b> <i>The Community Preservation Budget is allocated from a 2% surcharge on to the property tax plus State matching funds. This is noted as a separate line item on your tax bill.</i></p> <p><i>The Select Board (5-0) recommends favorable action. The CPC (7-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>MODERATOR:</b> I recognize Jay Butler</p> <p><b>Motion of Jay Butler</b></p> <hr/> <p>I move that the Town approve Article 2-13 as printed in the Warrant.</p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 2-14</b></p> <p><i>School Athletic Fields Project – Approval of Borrowing</i></p>	<p>To see if the Town will vote to approve the debt authorized by the Hamilton-Wenham Regional School Committee in the amount of Fifteen Million Dollars (\$15,000,000) for the purpose of designing, constructing, reconstructing, making improvements to and equipping the athletic and recreational facilities located at Hamilton-Wenham Regional High School, 775 Bay Road, Hamilton, MA, including the payment of all costs incidental or related thereto; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of the Town at an election to exclude from the limits imposed by Proposition 2 ½, the amounts needed to pay for the Town’s allocated share of the principal and interest on such debt, and that the total amount authorized to be expended by the Regional School District under the Regional School Committee bond authorization and this vote shall be reduced by any grants or gifts received for such purposes, or take any action thereon or relative thereto. <i>(Expected request \$15,000,000.)</i></p> <p><i>A 2/3 vote is required to approve this Article.</i></p> <p><b>Brief Summary:</b> <i>This article seeks to approve a borrowing voted by the Hamilton Wenham Regional School District Committee for the purpose of funding the costs of athletic and recreational facilities project. The borrowing is contingent upon the passage of a Proposition 2 ½ debt exclusion question on the ballot.</i></p> <p><b>Fiscal Year 2024 Tax Rate Impact:</b> <i>This article seeks a future borrowing, which</i></p>



*will have no impact on the the FY2024 tax rate. However, future years tax rate will be dramatically impacted by the amount of the borrowing and the town's allocable share of the School District's debt service.*

*The Select Board will make a recommendation on the Town Meeting floor. The Finance and Advisory Committee (5-0) recommends unfavorable action.*

**MODERATOR:** I recognize \_\_\_\_\_

**Motion of**

**I move that the Town approve the debt authorized by the Hamilton-Wenham Regional School Committee in the amount of Fifteen Million Dollars (\$15,000,000) for the purpose of designing, constructing, reconstructing, making improvements to and equipping the athletic and recreational facilities located at Hamilton-Wenham Regional High School, 775 Bay Road, South Hamilton, MA, including the payment of all costs incidental or related thereto; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of the Town at an election to exclude from the limits imposed by Proposition 2 ½, the amounts needed to pay for the Town's allocated share of the principal and interest on such debt, and, further, that the total amount authorized to be expended by the Regional School District under the Regional School Committee bond authorization and this vote shall be reduced by any grants or gifts received for such purposes and any amounts allocated to the project from the Excess and Deficiency Fund.**

**Is there a Second?**

**Discussion:**

Commented [TME6]: I recommend that you forward a copy of this Motion to bond counsel and the Regional School District for review and approval.

**SECTION 3: OTHER APPROPRIATIONS AND ACTIONS**

<p><b>ARTICLE 2023/4 3-1</b></p> <p><i>General Bylaws – Amendment to Conservation Bylaw</i></p>	<p>To see if the Town will vote to amend the Chapter XVII of the Town’s General Bylaws, Conservation, by deleting the language shown in strike-through and inserting the language shown in bold, as set forth in Appendix H, or take any action thereon or relative thereto.</p> <p>[The Proposed Conservation Bylaw amendments appear as <b>Appendix H</b> to the 2023 Appendix Book.]</p> <p><i>Brief Summary: This article seeks to amend Chapter XVII of the Town’s General Bylaws as set forth in Appendix H.</i></p> <p><i>Fiscal Year 2024 Tax Rate Impact: None.</i></p> <p><i>The Select Board (4-0-1) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p><b>MODERATOR: I recognize _____.</b></p> <p><b><u>Motion of</u></b> _____</p> <p><b>I move that the Town approve Article 3-1 as printed in the Warrant.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 3-2</b></p> <p><i>Senior Property Tax Work-Off Program – Increase Amount of Allowable Reduction</i></p>	<p>To see if the Town will vote pursuant to the last paragraph of G.L. c.59, §5K to allow the maximum reduction of real property taxes for the Senior Tax Work-off Program to be based on 125 volunteer service hours in a given tax year, rather than \$1,500.00, or take any action thereon or relative thereto.</p> <p><i>Brief Summary: This article seeks authorization to increase the maximum reduction of real property taxes allowable under the Senior Property Tax Work-Off Program so that the amount of the reduction would be based on 125 volunteer hours, rather than \$1,500.00.</i></p> <p><i>Fiscal Year 2024 Tax Rate Impact: None.</i></p> <p><i>The Select Board (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p> <p align="center"><b>ONLY READ IF HELD FROM CONSENT MOTION</b></p> <p><b>MODERATOR: I recognize _____.</b></p> <p><b><u>Motion of</u></b> _____</p>

	<p><b>I move that the Town approve Article 3-2 as printed in the Warrant.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>
<p><b>ARTICLE 2023/4 3-3</b></p> <p><i>Citizens' Petition – Conservation Restriction on Parcels, South Area of Patton Gift</i></p>	<p>To see if the Town will vote to ask the Select Board to create a Conservation Restriction (CR) on 19 acres total, more or less, on three adjacent Town-owned parcels at the southern end of the Patton gift of 2012: the Conservancy, parcel number 27-0006 (632 Asbury Street, 9.09 acres), Patton Wells, parcel number 27-0001 (0 Asbury Street, 3.9 acres), and the southern/westernmost portion of what is commonly referred to as Patton Homestead, parcel 19-0001 (650 Asbury Street, approximately 6.0 acres, the northern boundary of which to be determined by survey, see Map in Appendix I), or take any action thereon or relative thereto.</p> <p>[The Map referenced above and included with the petitioned article appears as Appendix 1 to the 2023 Appendix Book.]</p> <p><i>Brief Summary: This would recommend, but not require, the Select Board to place land into Conservation Restriction at the Patton Homestead, which may or may not compromise the operation of the Patton Homestead.</i></p> <p><i>Fiscal Year 2024 Tax Rate Impact: None.</i></p> <p><i>The Select Board (5-0) recommends unfavorable action. The Finance and Advisory Committee (5-0) recommends unfavorable action.</i></p> <p><b>MODERATOR: I recognize _____.</b></p> <p><b><u>Motion of</u></b>  <b>I move that the Town approve Article 3-3 as printed in the Warrant.</b></p> <p><b>Is there a Second?</b></p> <p><b>Discussion:</b></p>

**ADJOURNMENT**

**MODERATOR: I will now accept a Motion to dissolve.**

**Second?**

**This Annual Town Meeting is now dissolved.**

## 2022-2023 Town Manager/Select Board Goals and Priorities

Goal Category	Specific Measurable Outcome	Timeline	Specific Actions Town Manager can take
Water	Complete pre/post-Treatment	Fall 2022	Support PW Director in completion of project
	Salem Beverly	Summer/Fall 2023	Using SWMI Report, and working with Senator Tarr's task force Town Manager will rank options for improving water security for Hamilton
	Manchester Plant	Summer/Fall 2023	See Above
	North Costal Basin	Spring 2023	See Above
Data Report on Renewable Energy	Benchmarking financial impacts	End of 2022	Work with Energy Manager and new HEIC to complete this task and report back to SB
Second cell tower at PSB	Determine next steps	Fall 2022	Review prior reports and report back to SB next steps
Schools	Collaborate on Operating costs	On-going	
	Reduce campuses - Feasibility Study	Spring 2024	Town Manager will serve on the School Building Committee
	Update Regional Agreement - facilitate process	Fall 2022	Town Manager will work with the Superintendent to engage the HWRSC on this item
Patton Homestead	Study Group report/recommendations	Fall 2022	
Town Hall	Next steps		Town Manager will work to develop options for both short and long-term solutions to the facility deficiencies at Town Hall
Regionalization		On-going	Identify potential additional Regionalized programs or services the town can investigate
Sidewalks ??			
Communication	Website		
	Outreach		
	Follow-up on Flash Survey		

Brick Ends contract	offer alternative to town hall drop off	Summer/Fall 2022	
Schooling Field Lease	Update with Myopia	Summer/Fall 2022	
Patton Park Master Plan	facilitate and add flag pole	Summer/Fall 2022	
MPSC	More involvement TM and SB	Summer/Fall 2022	
Minutes	help facilitate new policy	Summer/Fall 2022	
Board Binders	Help facilitate/rollout	Summer/Fall 2022	Work with Town staff to accomplish this
Developable Land	Map available developable land in Hamlton	Summer 2022	Work with Planning to accomplish this
Emergency Response Plans	Work with public safety chiefs - maximizing Code Red and encourage students to utilize	Summer 2022	
Environmental initiatives	Implement policies of SB		

<b>Town Manager Evaluation Form for Fiscal Year 2023</b>					
<b>Evaluation Date:</b>					
		NOT APPLICABLE	EXCEEDS GOALS	MEETS GOALS	NEEDS IMPROVEMENT
<b>1</b>	<b>General Management and Communication</b>				
1	A Prepares and distributes materials, information and reporting to Town Boards Committees, Staff and Residents including posting this information on website				
1	B Provides recommendations to assist the Select Board, Finance Committee, and Town Meeting in policy development and decision making				
1	C Demonstrates ability to successfully execute provisions of Mass. General Laws, Town Charter & By-laws, Town Meeting votes, and votes of the Board of Selectmen per the Special Act.				
1	D Effectively oversees Town's interests in all matters of litigation and delegates proper and efficient use of our town counsel.				
1	E Keeps abreast of current developments in the field of public administration.				
<b>2</b>	<b>Personnel Management</b>				
2	A Exercises leadership that promotes a positive, effective and productive work environment for all town staff.				
2	B Instructs staff on town policies and properly supports their implementation				
2	C Provides leadership in negotiating collective bargaining agreements with employees.				
2	D Develops departmental objectives and relates them to the Town Manager's goals as established by the Select Board.				
2	E Develops and maintains a system for senior staff performance evaluations and merit pay.				
2	F Properly manages staff, sets goals, gives good direction, has continuous follow thru as well as promotes training and personal improvement goals for all employees with the result of attracting and maintaining effective employees				
<b>3</b>	<b>Financial Management</b>				
3	A Plans and organizes the preparation of annual budget that provides financial plan for all Town departments & activities.				

3	B	Continually modifies and improves the long and short term budgeting process utilizing our financial policies.				
3	C	Works with Capital Committee and Develops and updates capital improvement plans to appropriately address Town infrastructure needs. Creates yearly report.				
3	D	Aggressively pursues, researches, reviews and submits on available Federal, State, and private grants in support of prioritized Town operational and capital needs.				
3	E	As Chief Financial Officer properly oversees integrity of Town funds, properly solicits funds and makes informed decisions.				
3	F	Effectively supervises bids and proposals, negotiates and awards contracts in the best interest of the Town.				
4	<b>Planning</b>					
4	A	Anticipates the needs of the Town and develops a proactive approach to developing plans and proposals to meet current and future town needs				
4	B	Follow master plan in determining and planning for future space and facility needs to operate Town government effectively				
4	C	Plans for the timely repair and maintenance of all Town-owned facilities.				
4	D	Demonstrates the ability to successfully deal with unforeseen and uncontrollable local, regional or global events affecting the Town's financial, physical and/or social well being.				
4	E	Periodically reviews and suggests improvements to Town policies and procedures.				
5	<b>Interorganizational Cooperation</b>					
5	A	Works effectively with Federal, State, County, Government representatives, Regional communities, and the HWRSD Committee.				
5	B	Properly Monitors, manages, and works effectively with our Regional and Wenham Shared Services, Employees, and Departments.				
5	C	Maintains good working relationships with other areas of government to, including public safety departments to maximize coordination and economy of service delivery effectively.				
6	<b>Professional Growth and Goals</b>					
6	A	Actively pursues own professional development by attending and participating in professional meetings and training.				

6	B	Models effective management practice through delegation.				
6	C	Properly communicates to the Board of Selectmen, future needs and requirements required to continuously improve job performance as well as town deliverables				
7	<b>Community Outreach</b>					
7	A	Implements town policies and develops plans to gain public support and consensus for them.				
7	B	Does the current Weekly town manager report an effective system of reporting to the public the current plans and activities of the and present to Select Board & Town staff.				
7	C	Promotes effective and open communications with the public, making full use of all media and personal visibility in representing the Town				
7	D	Demonstrates sensitivity and responsiveness to individuals in accessing Town services.				
7	E	Supports and recognizes the efforts of volunteer in the community including both town and local organizations, and invites them to share and communicate their progress and objectives.				
7	F	Instills an open door, customer friendly attitude on behalf of Town government toward citizen concerns and manages a response to all requests in a timely and professional manner				
8	<b>Priority Goals for Fiscal 2023</b>					
			<b>MET</b>	<b>NOT MET</b>		
1	<b>Water</b>					
1	A	Complete pre/post-Treatment Project				
	B	Explore Salem/Beverly option for improving water security and present to Select Board				
	C	Explore Manchester Plant option for improving water security and present to Select Board				
	D	Explore North Coastal Basin option for improving water security and present to Select Board				
2	<b>Data Report on Renewable Energy</b>					
2	A	Benchmark financial impacts by working with Energy Manager and new HEIC and present to Select Board				
3	<b>Second Cell Tower</b>					



3	A	Review prior reports and report back to Select Board on next steps		
4		<b>Schools</b>		
4	A	Demomstrable collaboration with Superintendent and School Committee on operatring costs		
	B	Initiation of Feasability Study for school building project		
	C	Initiate process for updating Regional Agreement		
5		<b>Patton Homstead</b>		
5	A	Present study group report/recommendations to Select Board		
6		<b>Town Hall</b>		
6	A	Present short and long term recommendations to Select Board		
7		<b>Regionalization</b>		
7	A	Present to Select Board potential additional Regionalized programs or services the town can investigate		
8		<b>Sidewalks</b>		
8	A	Work with DPW Director to improve Town sidewalks and present recommendations to Select Board		
9		<b>Communication</b>		
9	A	Investigate additional communication and outreach strategies to futher more effective town communication and present to Select Board		
	B	Present findings of Flash Survey to Select Board		
10		<b>Brick Ends Contract</b>		
10	A	Develop alternative drop off locations and present recommendation to Select Board		
11		<b>School Field Lease</b>		
11	A	Update School Field lease with Myopia		
12		<b>Patton Park Master Plan</b>		
12	A	Present update to Select Board		
	B	Add additonal flag pole		
13		<b>Master Plan Steering Committee</b>		
13	A	Demonstrable engagement in Master Plan steering committee from Town Manager		
14		<b>Board Minutes</b>		

14	A	Implement New Policy for Board Minutes			
15		<b>Board Binders</b>			
15	A	Develop and roll out new Board Binders			
16		<b>Developable Land</b>			
16	A	Create map of developable land in Hamilton and distribute to applicable Boards/Committees			
17		<b>Emergency Response Plan</b>			
17	A	Colloborate with public safety chiefs on development and roll out emergenc response plan			
18		<b>Enviromental Initiatives</b>			
18	A	Implement enviromental policies at the direction of the Select Board			