



Town of Hamilton
Select Board
Monday, July 17, 2022

- Shawn Farrell, Chair
- Bill Wilson
- 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/85815529419?pwd=aE42WlpUdXgzNVFiZkhKSDEvODdGZz09>

Meeting ID: 858 1552 9419
Passcode: 872325

One tap mobile
+13126266799,,85815529419#,,,,*872325# US (Chicago)
+16469313860,,85815529419#,,,,*872325# US

Dial by your location

- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)

7:00 p.m.	Call to order - Memorial Room
ANNOUNCEMENTS & BOARD OPENINGS	
	<p>Board and Committee openings:</p> <ul style="list-style-type: none"> • Conservation Commission - 2 openings for 3 year terms • Council on Aging - 1 opening for a 3 year term and 2 associate openings • Finance and Advisory Committee - 1 associate opening • Historic District Commission - 2 openings for 3 year terms, 2 openings for 2 year terms (one must be a resident of the Historic District and one must be a resident Realtor) • Human Rights Commission - 1 opening Hamilton Housing Authority resident • Planning Board - 1 associate opening • Zoning Board of Appeals – 1 Associate opening
	Public Comment (3 minutes on topics not already on the agenda)

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.

7:05 p.m.	<p>National Grid Utility Hearing</p> <ul style="list-style-type: none"> To consider a request by Massachusetts Electric Company d/b/a National Grid to run electric conduit under the road on Tally Ho Dr.
CONSENT AGENDA	
<ul style="list-style-type: none"> Approve minutes of January 9, 2023 Select Board meeting Approve minutes of February 6, 2023 Select Board meeting Approve minutes of March 6, 2023 Select Board meeting Approve minutes of March 20, 2023 Select Board meeting Declare as surplus exercise equipment and shelving at the Hamilton Senior Center Approve use of Patton Park for ECTA 5K Trail Run on Sat. Nov. 25, 2023 Approve Coast to the Cure Bike Ride for Saturday, Sep. 9, 2023 	
AGENDA	
7:15 p.m.	<ul style="list-style-type: none"> Annual Joint Meeting with the Community Preservation Committee <ul style="list-style-type: none"> CPC Chairman Jay Butler to provide annual report to the Select Board Approve asset limits for FY'24 Chapter 91 Senior Exemption Approve appointment of Lee McCoy to the Conservation Commission for a three year-term ending June 30, 2026 Approve appointment of Alternate Zoning Board of Appeals members Andy Phillip and Steven Derocher to be full members and Approve appointment of ZBA Member David Perinchief as an Alternate Member Approve plan for Local HW Fall Festival on Sunday, Sep. 17, 2023 – Shelby Thompson on behalf of Local HW Review proposed plan for Town Hall Renovations with net-zero carbon goals – Bill Garbati of ESG and Energy Manager Vicky Masone Approve funding for Master Plan Implementation Phase with proposed funding source ARPA (\$31,500) Approve plan to provide partial match funding to MCC Cultural Facilities Grant for Pavilion at Patton Homestead with proposed funding source ARPA (\$50,000) Approve Re-organization of Master Plan Steering Committee for Implementation Open Warrant for Special Town Meeting on Monday, November 6, at 7 p.m. at Hamilton-Wenham Regional High School Auditorium New Business

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.

Joe Domelowicz

From: Loguidice, Vincent <Vincent.Loguidice@nationalgrid.com>
Sent: Tuesday, June 13, 2023 1:17 PM
To: Laurie Wilson; Joe Domelowicz
Subject: External Email Warning New Petition
Attachments: Scanned from a Xerox Multifunction Printer.pdf

Good Afternoon Laurie

How is it going? Here is a new petition for you. You let me have the hearing date, time and link, when you are ready. Great evening. Vinny.

Vinny LoGuidice
Work Support NE North
North Andover
Vincent.LoGuidice@Nationalgrid.com
978-725-1392

This e-mail, and any attachments are strictly confidential and intended for the addressee(s) only. The content may also contain legal, professional or other privileged information. If you are not the intended recipient, please notify the sender immediately and then delete the e-mail and any attachments. You should not disclose, copy or take any action in reliance on this transmission.

You may report the matter by contacting us via our [UK Contacts Page](#) or our [US Contacts Page](#) (accessed by clicking on the appropriate link)

Please ensure you have adequate virus protection before you open or detach any documents from this transmission. National Grid plc and its affiliates do not accept any liability for viruses. An e-mail reply to this address may be subject to monitoring for operational reasons or lawful business practices.

For the registered information on the UK operating companies within the National Grid group please use the attached link: <https://www.nationalgrid.com/group/about-us/corporate-registrations>

nationalgrid

June 13, 2023

Town of Hamilton

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit please contact:

If this petition meets with your approval, please return an executed copy to:

National Grid Contact: Vincent LoGuidice; 1101 Turnpike Street; North Andover, MA 01845
Phone 978-725-1392.

Very truly yours,

Bob Coulter

Bob Coulter
Supervisor, Distribution Design

Enclosures

Questions contact – Michael Kazadi 978-288-6962

Petition of the Massachusetts Electric Company d/b/a National Grid
Of NORTH ANDOVER, MASSACHUSETTS
For Electric conduit Location:

To the Board of Selectmen of Hamilton, Massachusetts

Respectfully represents the Massachusetts Electric Company d/b/a National Grid of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked: Tally Ho Dr - Hamilton - Massachusetts.

The following are the streets and highways referred to:
Plan # 30795551 Tally Ho Dr - National Grid to install beginning at a point approximately 430 feet south of the centerline of the intersection of Horseshoe Ln and Tally Ho Dr and continuing approximately 20 feet in an east direction. Install 5ft +/- of 1-3" conduit from Pole # 2174 to customer's property.

Location approximately as shown on plan attached

Massachusetts Electric Company d/b/a
NATIONAL GRID *Bob Coulter*
BY _____
Engineering Department

Dated: June 13, 2023

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 13th day of June, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Tally Ho Dr - Hamilton - Massachusetts. Plan # 30795551.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Tally Ho Dr - National Grid to install beginning at a point approximately 430 feet south of the centerline of the intersection of Horseshoe Ln and Tally Ho Dr and continuing approximately 20 feet in an east direction. Install 5ft +/- of 1-3” conduit from Pole # 2174 to customer’s property.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20
....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o’clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground
electric conduits described in the order herewith recorded, and that I mailed at least seven days
before said hearing a written notice of the time and place of said hearing to each of the owners of
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to construct the underground electric conduits under
said order. And that thereupon said order was duly adopted.

.....
.....
.....

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 13th day of June, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Tally Ho Dr - Hamilton - Massachusetts. Plan # 30795551.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Tally Ho Dr - National Grid to install beginning at a point approximately 430 feet south of the centerline of the intersection of Horseshoe Ln and Tally Ho Dr and continuing approximately 20 feet in an east direction. Install 5ft +/- of 1-3" conduit from Pole # 2174 to customer's property.

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at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground
electric conduits described in the order herewith recorded, and that I mailed at least seven days
before said hearing a written notice of the time and place of said hearing to each of the owners of
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to construct the underground electric conduits under
said order. And that thereupon said order was duly adopted.

.....
.....
.....



100 feet Abutters List Report

Hamilton, MA
June 13, 2023

Subject Property:

Parcel Number: 62-0045
CAMA Number: 62-000-0045
Property Address: 29 TALLY HO DR

Mailing Address: SUDBAY JR DONALD E SUDBAY
JEANNE M
3 DOCTOR'S RUN
ROCKPORT, MA 01966

Abutters:

Parcel Number: 56-0040
CAMA Number: 56-000-0040
Property Address: 38 TALLY HO DR

Mailing Address: JACKLING MATTHEW JAMIE
38 TALLY HO DR
SOUTH HAMILTON, MA 01982

Parcel Number: 56-0045
CAMA Number: 56-000-0045
Property Address: 35 TALLY HO DR

Mailing Address: KEEGAN STEPHEN E KEEGAN KELLY
35 TALLY HO DR
SOUTH HAMILTON, MA 01982

Parcel Number: 56-0046
CAMA Number: 56-000-0046
Property Address: 72 FOX RUN RD

Mailing Address: STONE-MCLAUGHLIN KAREN J
72 FOX RUN RD
SOUTH HAMILTON, MA 01982

Parcel Number: 56-0047
CAMA Number: 56-000-0047
Property Address: 78 FOX RUN RD

Mailing Address: WHELAN WILLIAM J JEAN M
78 FOX RUN RD
SOUTH HAMILTON, MA 01982

Parcel Number: 56-0048
CAMA Number: 56-000-0048
Property Address: 82 FOX RUN RD

Mailing Address: JOHANSEN JOEN T JOHANSEN
KRISTEN S
82 FOX RUN RD
SOUTH HAMILTON, MA 01982

Parcel Number: 62-0042
CAMA Number: 62-000-0042
Property Address: 24 TALLY HO DR

Mailing Address: KOHLER RAINER HANS YAN XU TE
24 TALLY HO DR
SOUTH HAMILTON, MA 01982

Parcel Number: 62-0043
CAMA Number: 62-000-0043
Property Address: 30 TALLY HO DR

Mailing Address: MCKENNA GREGORY F THOMPSON
CHERYL A
30 TALLY HO DR
SOUTH HAMILTON, MA 01982

Parcel Number: 62-0044
CAMA Number: 62-000-0044
Property Address: 34 TALLY HO DR

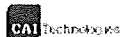
Mailing Address: KNELLER BRIA MARIE KNELLER
DANIEL WALTER
34 TALLY HO DR
SOUTH HAMILTON, MA 01982

Parcel Number: 62-0046
CAMA Number: 62-000-0046
Property Address: 17 TALLY HO DR

Mailing Address: FLEURY JOSHUA A ALISON B
17 TALLY HO DR
SOUTH HAMILTON, MA 01982

Parcel Number: 62-0047
CAMA Number: 62-000-0047
Property Address: 3 TALLY HO DR

Mailing Address: MELICK JEFFREY C
3 TALLY HO DR
SOUTH HAMILTON, MA 01982



www.cai-tech.com

6/13/2023

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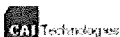
100 feet Abutters List Report

Hamilton, MA

June 13, 2023

Parcel Number: 62-0048
CAMA Number: 62-000-0048
Property Address: 66 FOX RUN RD

Mailing Address: SHIJIAN LUO DONGHUI YANG TE
66 FOX RUN RD
SOUTH HAMILTON, MA 01982



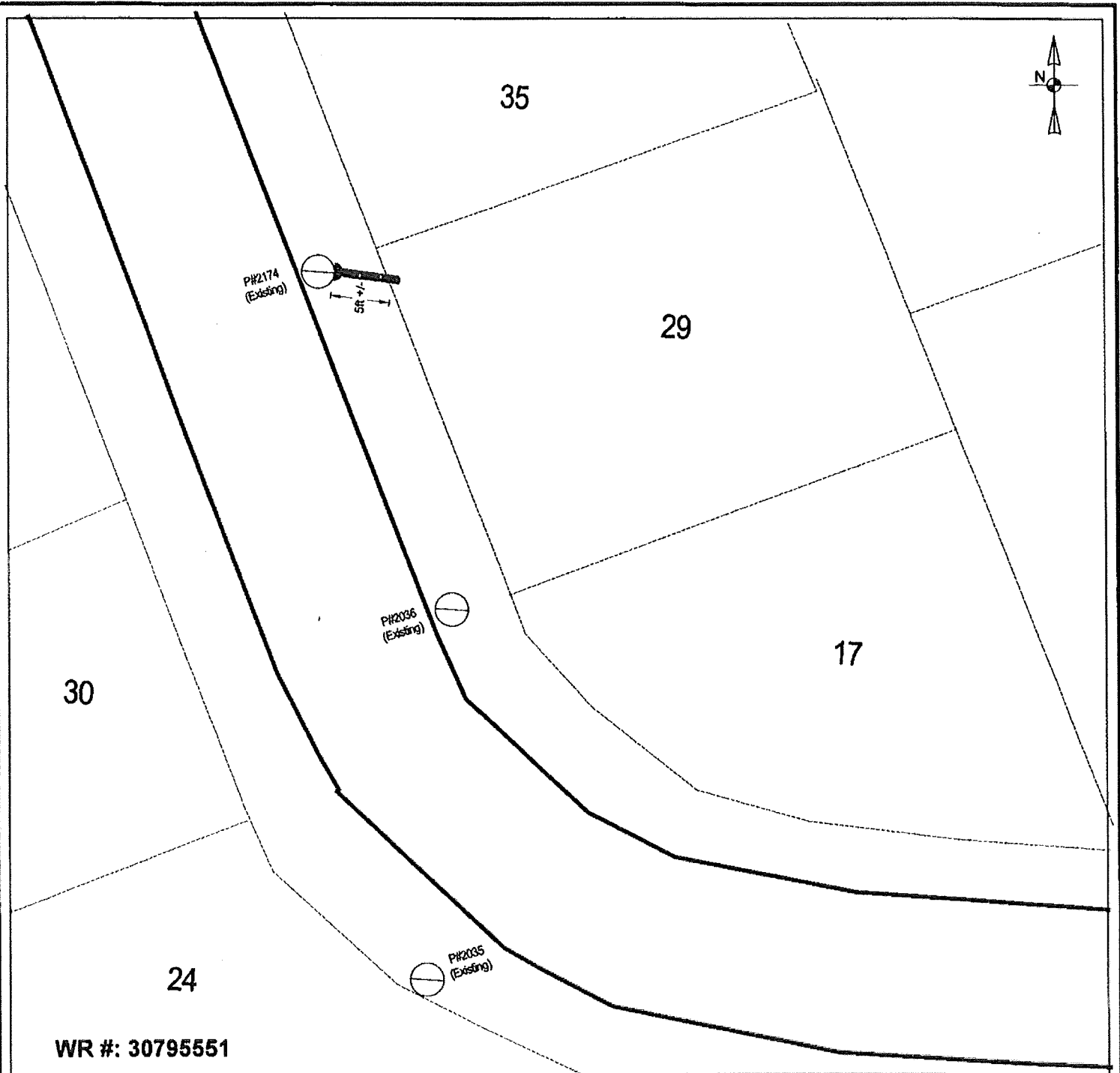
www.cal-tech.com

6/13/2023

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Abutters List Report - Hamilton, MA



WR #: 30795551

UNDERGROUND PETITION

nationalgrid

⊙ JO POLE

 PROPOSED CONDUIT 1-3"

Date: 06-13-2023

Job description
 - NGRID is Petitioning to install approximately 5ft +/- of 1-3" conduit from pole# 2174 to the customers property.

WORK REQUEST: #30795551

To The: Town Of Hamilton

For Proposed: 1 - 3" PVC Conduit Location: 29 Tally-Ho Dr

Drawn By: Michael Kazadi

DISTANCES ARE APPROXIMATE

THE TOWN OF HAMILTON

Select Board

Monday, January 9, 2023

7:00 pm

SELECT BOARD MEMBERS PRESENT:

James Knudsen, Vice-Chair
Caroline Beaulieu, Clerk
William Olson
Tom Myers

OTHERS PRESENT: Town Manager Joseph Domelowicz Jr., Tom Myers (via Zoom), Finance Manager Alex Magee (via Zoom), Drew DiMartino (via Zoom), John Spong (via Zoom)

I. CALL TO ORDER BY CHAIR

Mr. Knudsen called the meeting to order at 7:00 pm, and the Pledge of Allegiance was recited.

II. BOARD AND COMMITTEE OPENINGS

Mr. Knudsen gave an overview of the Board and Committee Openings in the Town. They are Historic District Commission (2 openings), Conservation Commission (2 openings), Hamilton Housing Authority, Human Rights Commission, Hamilton Environmental Impact Committee (1 opening), Hamilton Council on Aging (2 Associate Member Openings), and Hamilton Finance and Advisory Committee (2 Associate members).

III. PUBLIC COMMENT

There weren't any comments from the public.

IV. SELECT BOARD MEMBERS/TOWN MANAGER REPORTS

Mr. Olson would like Town Manager Domelowicz to summarize the schedule for the elected office openings and give an overview of all the Select Board meetings for the following week.

Mr. Domelowicz gave an overview of the ten offices and their terms which are up for election. Nomination papers are available on January 10th, 2023, the last day to submit completed papers is February 16, and the last day to object or withdraw papers is March 6. The Annual Town Meeting is April 1, the last day to register to vote in Town Elections is March 22, and the Annual Town Election is April 6.

The Select Board will meet with the five boards, which are Hamilton's and Wenham's FinComs and Select Boards, and the School Board on Wednesday evening at 6:30, and the Joint Session with Fincom is Saturday at 9 am. There is also a Planning meeting on the 17th and another Select Board meeting on the 23rd.

Ms. Beaulieu gave an update on the Master Plan Steering Committee, including what actions have been taken and an update on new committee members. There will be more outreach over the next weeks and months. She also updated the Select Board on Green Burials by the Board of Health. They will have information and recommendations sometime in mid-February.

Mr. Myers gave a brief update on the Conservation Bylaws. Things are moving nicely, and there will be two public feedback sessions to gather public information. They will be on January 31 from 6-8 pm and February 11 from 10 am to noon at the Hamilton-Wenham Public Library.

Mr. Domelowicz gave a preview of the Budget meeting on Saturday and let everyone know the Annual Christmas Tree Collection is taking place at the back of Patton Park behind the ballfields. The deadline is the end of the day on January 14th.

V. APPOINT NEW MEMBER TO HAMILTON ENVIRONMENTAL IMPACT COMMITTEE

Mr. Knudsen informed the Board there was one applicant for the Committee. However, there is a slight complication. Mr. Domelowicz informed the Board the applicant is a registrar of voters, and by state law, he can't serve on another Town Committee. He is willing to resign his position to serve on the Environmental Impact Committee but won't be able to resign until after the election. He would like the Board to appoint him effective February 9th.

MOTION 1: Mr. Olson moved to appoint Walter Lezynski to the Environmental Impact Committee with an effective date of February 9th, 2023. Ms. Beaulieu seconded. The motion passed (4/0/0).

VI. APPOINTMENT OF NEW ASSOCIATE MEMBER TO FINANCE AND ADVISORY COMMITTEE

Mr. Knudsen gave a brief overview of Drew DiMartino and then allowed him to introduce himself to the Board. There weren't any questions from the Select Board.

MOTION 2: Mr. Olson moved to appoint Drew DiMartino as an Associate Member to the Finance and Advisory Committee. Ms. Beaulieu seconded. The motion passed (4/0/0).

VII. OPEN ANNUAL TOWN MEETING WARRANT – REVIEW POTENTIAL ARTICLES

MOTION 3: Mr. Olson moved to open the Annual Town Meeting Warrant. Ms. Beaulieu seconded. The motion passed (4/0/0).

Mr. Domelowicz listed off the articles for the Warrant. They are: A School Budget article, an article for the school stabilization fund, an article on school capital projects, three articles related to athletic fields, a request from the Hamilton Historic District for a Bylaw update,

an article to fund the stabilization fund, an article on the Enterprise fund, bills from the previous year, amend the limit of the Senior workout program, Town Budget, approval of revolving funds, approval of the FY2024 Capital Plan, a potential zoning bylaw amendment. There may be others added in the future, but this is the complete list as of now.

There were a few questions from the Board. However, at this time, nothing was added to the list of topics for the Warrant. Also, there aren't any citizen petitions to be added to the Warrant now.

MOTION 4: Mr. Olson moved to open the Annual Town Meeting Warrant. Ms. Beaulieu seconded. The motion passed (4/0/0).

VIII. APPROVALS OF NEW COMMON VICTUALLER LICENSE

Mr. Domelowicz informed the Board that A&M Motors (the applicant) had passed all inspections and is ready to proceed.

MOTION 5: Mr. Olson moved to approve A&M Motors, under the applicant Sarah Johanson, for a Common Victualler License. Ms. Beaulieu seconded. The motion passed (4/0/0).

IX. SALE OF TOWN-OWNED PROPERTY ON BAKER AVENUE

Mr. Domelowicz believes the Town was granted authority to sell the property in 2003; however, it hasn't been confirmed yet. Town Council is suggesting getting approval once more just to be safe. If the Board wishes to sell, the path of least resistance would be to send it to auction.

Mr. John Spong was in attendance via Zoom and spoke regarding the property and how it impacts his frontage. He and his family are considering selling their entire property and relocating or purchasing this property on Baker and adding a mother-in-law suite to their property.

There was some further discussion by the Board and questions from Mr. Spong.

MOTION 6: Mr. Olson moved to authorize Town Manager Domelowicz to submit the property on Baker Ave. for a public auction. Ms. Beaulieu seconded. The motion passed (4/0/0).

X. ANNUAL WATER RATE SETTING

Finance Manager Magee gave the Board an overview of the process and spoke about a water rate increase. Over the years, retained earnings have been supplementing lower water rates, which isn't a great way to manage the rates. He is also planning for increases

in the future, which would prevent borrowing in the future and saves money on interest. More information will be presented at the next meeting or the first meeting in February, with multiple options for the Board to consider.

XI. REVIEW TOWN BANNER POLICY

This item was tabled to a future meeting.

XII. GOAL SETTING FOR THE TOWN MANAGER

The Board discussed the goals, rubric, rating system, and due date of all the goals for the Town Manager. There are a few minor changes Ms. Beaulieu will go over with Mr. Domelowicz sometime in the next couple of weeks.

MOTION 7: Ms. Beaulieu moved to approve the presented rubric for the Town Manager Goal Setting and review, contingent upon final content. Mr. Myers seconded. The motion passed (4/0/0).

XIII. NEW BUSINESS

No new business was presented.

XIV. ADJOURNMENT

MOTION 8: Mr. Olson moved to adjourn the meeting. Mr. Beaulieu seconded. The motion passed (4/0/0).

The meeting was adjourned at 8:25 pm by unanimous consent.

Respectfully submitted by Chris Astrella, MPA, WCPC
Minutes Services, LLC

THE TOWN OF HAMILTON

Select Board Minutes

Monday, February 6, 2023

7:00 pm

SELECT BOARD MEMBERS PRESENT:

Shawn Farrell, Chair

James Farrell, Vice-Chair

Caroline Beaulieu, Clerk

William Olson

Tom Myers

OTHERS PRESENT: Town Manager Joseph Domelowicz Jr., Tom Myers (via Zoom), David Smith, Dr. Jean Ramsey, Tim Olson, Anna Siedzic (via Zoom)

I. CALL TO ORDER BY CHAIR

Mr. Farrell called the meeting to order at 7:00 pm, and the Pledge of Allegiance was recited.

II. BOARD AND COMMITTEE OPENINGS

Mr. Farrell gave an overview of the Board and Committee Openings in the Town. They are Historic District Commission (2 openings), Conservation Commission (2 openings), Hamilton Housing Authority, Human Rights Commission, Hamilton Environmental Impact Committee (1 opening), and Hamilton Council on Aging (1 Associate Member Opening).

III. PUBLIC COMMENT

Jack Davis asked about 5G cell service from the cell tower behind the Town Hall and if there was an update. Town Manager Domelowicz said the service is live but believes the service is LTE right now, not 5G.

IV. CONSENT AGENDA

- Approve Yukon Run Fast Half Marathon Road Race on May 7, 2023
- Approve appointment of Kathy St. Pierre to the Conservation Commission
- Approve appointment of Lindsey Peabody to the Cultural Council

MOTION 1: Mr. Olson moved to approve the consent agenda as presented. Ms. Beaulieu seconded. The Select Board allowed the two appointees to introduce themselves before approval. The motion passed (5/0/0).

Before moving to the agenda, Mr. Farrell gave an overview of the elected positions available in the Town and when nomination papers are due. The Annual Town Election will occur on April 6. Additionally, members of the Select Board shared updates on committees and commissions they are serving on.

V. NATIONAL GRID POLE HEARING FOR NEW POLE ON ESSEX ST. AT CHEBACCO ROAD

Michael Kazadi attended to speak on behalf of National Grid regarding moving the pole.

MOTION 2: Ms. Beaulieu moved to approve moving the pole on Essex St. Mr. Olson seconded. The motion passed (5/0/0).

VI. BOARD OF HEALTH CHAIR DAVID SMITH – PROVIDE UPDATE TO SELECT BOARD ON PROPOSAL FOR GREEN BURIALS

Mr. Smith introduced Dr. Jean Ramsey to give an overview of the Green Burial research done and its impacts on Hamilton. She also explained what a Green Burial is. Once finished, she turned the presentation back over to Mr. Smith with the Board of Health.

Mr. Smith gave an overview of the cemetery and how Green Burials would impact the Town and some information on rules and regulations from the State which govern Green Burials. He also noted Green Burials are allowed in Wenham's cemetery. However, there has been minimal demand for them.

Once the presentations were complete, there was discussion among the Board and how to move forward with discovering if Green Burials would even be appropriate in Hamilton's cemetery. Mr. Farrell suggested that the HEIC and Board of Health research costs and the next steps, then come back to the Select Board with a report.

VII. AMENDMENT TO CONSERVATION RESTRICTION ON LAND ON BAY ROAD

Chris LaPointe from Essex County Green Belt was in attendance to give a summary of the request and answer questions from the Select Board as needed. It was noted this would be a permanent restriction.

MOTION 3: Mr. Myers moved to approve the amendment as presented. Mr. Olson seconded. The motion passed (5/0/0).

VIII. PROPOSED WATER RATE ADJUSTMENT – PRESENTATION BY DPW DIRECTOR TIM OLSON

Mr. Domelowicz informed the Select Board since this is the first they are seeing of the proposed water rate adjustments, they should ask DPW Director Olson questions and clarifications tonight, and a vote would take place at a future meeting. Director Olson presented four options for potential rate adjustments and was available for questions from the Select Board.

Town Manager Domelowicz pointed out to the Board that miles of water pipes will need to be replaced, and a rate adjustment would generate a million dollars of revenue to replace those pipes every couple of years. The numbers can be adjusted based on what the Select Board would like, but a rate increase is almost necessary. The Board took no action, but this

topic will appear on a future agenda.

IX. REQUEST FOR FLAG RAISINGS FOR JUNETEENTH AND PRIDE MONTH BY JAMIE KNUDSEN

Mr. Knudsen would like to have a ceremony for each event if the Board approves them tonight.

MOTION 4: Ms. Beaulieu moved to approve flag raisings for Juneteenth and Pride Month. Mr. Olson seconded. The motion passed (5/0/0).

X. UPDATE ON TOWN MEETING PREPARATION AND VOTE TO CLOSE THE WARRANT

Mr. Domelowicz informed the Board a copy of the Warrant was sent to the Board today, and there were two changes that need to be made. Besides the changes, all articles approved at prior meetings are in the Warrant.

Anna Siedzik asked some clarifying questions regarding the Warrant articles. Mr. Domelowicz explained why some articles were there and gave background information on them. Mr. Farrell read each topic in the Warrant for those who may not have the packet in front of them.

MOTION 5: Mr. Knudsen moved to close the Warrant excluding article 2-6 and including the revolving fund. Ms. Beaulieu seconded. Mr. Knudsen moved to amend the motion to also remove article 3-2. Ms. Beaulieu seconded. The motion passed (5/0/0).

XI. REVIEW TOWN BANNER POLICY

Mr. Olson gave an overview of the Town's Banner policy and examples of policies from other municipalities. He asked Board members to review the samples he gathered and share their thoughts. He will then craft a policy and bring it back to the Select Board at a future meeting.

XII. NEW BUSINESS

Mr. Olson would like an Executive Session or two regarding the Gordon Seminary on a future agenda.

XIII. ADJOURNMENT

MOTION 6: Mr. Myers moved to adjourn the meeting. Mr. Olson seconded. The motion passed (5/0/0).

The meeting was adjourned at 9:07 pm by unanimous consent.

Respectfully submitted by Chris Astrella, MPA, WCPC
Minutes Services, LLC

THE TOWN OF HAMILTON

Select Board

Monday, March 6, 2023

7:00 pm

SELECT BOARD MEMBERS PRESENT:

Shawn Farrell, Chair

James Knudsen, Vice-Chair

Caroline Beaulieu, Clerk

William Olson

Tom Myers

OTHERS PRESENT: Town Manager Joseph Domelowicz Jr., Anne Gero (via Zoom),

I. BOARD AND COMMITTEE OPENINGS

Mr. Farrell listed the Board and Committee openings in the Town. They are Historic District Commission (2 openings), Conservation Commission (2 openings), Hamilton Housing Authority, Human Rights Commission, Hamilton Environmental Impact Committee (1 opening), and Hamilton Council on Aging (1 Associate Member Opening).

II. PUBLIC COMMENT

There weren't any comments from the public.

III. SELECT BOARD MEMBERS/TOWN MANAGER REPORTS

State Representative Kristin Kassner presented and discussed legislative priorities for the town. She provided updates on current bills, funding opportunities, and the town's involvement in state-level initiatives. Board members and the town manager discussed with Rep. Kassner about potential collaboration and support for town projects and initiatives.

IV. RE-OPEN 2023 ANNUAL TOWN MEETING WARRANT TO REMOVE ARTICLES

MOTION 1: Mr. Olson moved to open the Town Warrant. Mr. Myers seconded. The motion passed (5/0/0).

The Select Board discussed the 2023 Annual Town Meeting Warrant to remove additional articles. After discussion, the Board agreed to remove some of the articles.

MOTION 2: Mr. Knudsen moved to remove article 2023/4 2-10, Patton Homestead operating budget in Appendix G. Mr. Myers seconded. The motion passed (5/0/0).

MOTION 3: Mr. Olson moved to remove article 2023/4 3-2 General Bylaws, Amendment to Zoning, Bylaw, and Appendix J. Mr. Myers seconded. The motion passed (5/0/0).

MOTION 4: Mr. Knudsen moved to remove 2023/4 2-15 School Athletic Fields Project Stabilization Fund Transfer. Mr. Myers Seconded. The motion passed (5/0/0).

MOTION 5: Mr. Myers moved to close the Warrant. Mr. Olson seconded. The motion passed (5/0/0).

V. RE-APPOINT KATHRYN TENSEN TO THE BOARD OF REGISTRARS OF VOTERS

MOTION 6: Mr. Olson moved to re-appoint Kathryn Tensen to the Board of Registrars of Voters. Close the Warrant. Mr. Myers seconded. The motion passed (5/0/0).

VI. APPOINT PHILIP STEVENS AS CONSTABLE

MOTION 7: Mr. Olson moved to appoint Philip Stevens as Constable. Mr. Knudsen seconded. The motion passed (5/0/0)

VII. APPOINT MARTHA FARRELL AND DAVID WANGER TO THE HAMILTON FOUNDATION

The Board discussed the appointment of Martha Farrell and David Wanger to the Hamilton Foundation. Chair Farrell noted that David Wanger withdrew his application, and he would be abstaining from the vote since he is married to Martha Farrell.

MOTION 8: Mr. Olson moved to appoint Martha Farrell to the Hamilton Foundation. Mr. Myers seconded. The motion passed (4/0/1).

VIII. APPOINT MATTHEW HAMEL AS ASSOCIATE MEMBER OF THE PLANNING BOARD

MOTION 9: Mr. Myers moved to appoint Matthew Hamel as Associate Member of the Planning Board. Mr. Olson seconded. The motion passed (5/0/0).

IX. SPONSORSHIP BANNERS FOR BASEBALL

Little League President Tim Fazio attended to speak regarding the sponsorship banners and answer questions from the Select Board. Before approving, the Select Board would like to see mockups and examples of what these banners would look like and what the dimensions are. Tim will report back at a future board meeting. The Board took no action at this time.

Before opening the joint meeting with the Finance and Advisory Committee, Mr. Farrell asked if the Select Board would move New Business before the joint meeting. Without objection, the Select Board addressed items in New Business.

X. OPEN JOINT MEETING WITH THE FINANCE AND ADVISORY COMMITTEE

Chair Schenk-Hargrove of the Finance and Advisory Committee called the meeting to order at 7:56 pm. John McGrath was in attendance via Zoom, as were Christina Schenk-Hargrove and David Wanger. Harry Phillip and John Pruellage were in attendance in-person.

MOTION 10: Mr. Knudsen moved to recommend favorable action on Article 2023/4 2-1 in the Warrant. Mr. Olson seconded. The motion passed (5/0/0).

MOTION 11: Mr. Olson moved to recommend favorable action on Article 2023/4 2-2 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 12: Mr. Phillip moved to recommend favorable action on Article 2023/4 2-2 in the Warrant. Mr. Pruellage seconded. The motion passed (5/0/0).

MOTION 13: Mr. Knudsen moved to recommend favorable action on Article 2023/4 2-3 in the Warrant. Mr. Olson seconded. The motion passed (5/0/0).

MOTION 14: Mr. Phillip moved to recommend favorable action on Article 2023/4 2-3 in the Warrant. Mr. Pruellage seconded. The motion passed (5/0/0).

MOTION 15: Mr. Myers moved to recommend favorable action on Article 2023/4 2-4 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 16: Mr. Pruellage moved to recommend favorable action on Article 2023/4 2-4 in the Warrant. Mr. Phillip seconded. The motion passed (5/0/0).

MOTION 17: Mr. Olson moved to recommend favorable action on Article 2023/4 2-5 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 18: Mr. Knudsen moved to recommend favorable action on Article 2023/4 2-6 in the Warrant. Mr. Olson seconded. The motion passed (5/0/0).

MOTION 19: Mr. Knudsen moved to recommend favorable action on Article 2023/4 2-7 in the Warrant. Mr. Myers seconded. The motion passed (5/0/0).

MOTION 20: Mr. Pruellage moved to recommend favorable action on Article 2023/4 2-7 in the Warrant. Mr. Phillip seconded. The motion passed (5/0/0).

MOTION 21: Mr. Myers moved to recommend favorable action on Article 2023/4 2-8 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 22: Mr. Myers moved to recommend favorable action on Article 2023/4 2-9 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 23: Mr. Olson moved to recommend favorable action on Article 2023/4 2-9 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 24: Mr. Myers moved to recommend favorable action on Article 2023/4 2-10 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 25: Mr. Knudsen moved to recommend favorable action on Article 2023/4 2-11 in the Warrant. Mr. Myers seconded. The motion passed (5/0/0).

MOTION 26: Mr. Knudsen moved to recommend favorable action on Article 2023/4 2-12 in the Warrant. Mr. Olson seconded. The motion passed (5/0/0).

MOTION 27: Mr. Olson moved to recommend favorable action on Article 2023/4 2-13 in the Warrant. Mr. Knudsen seconded. The motion passed (5/0/0).

Chair Schenk-Hargrove noted that FinCom did not support favorable action on Article 2023/4 2-14 regarding the School Athletic Fields in the Warrant unanimously. The Committee would prefer this project be done in phases instead of all at once. The Select Board allowed members of the public to share their thoughts on article 2-14, and there was much discussion between members of the Select Board and members of FinComm.

The Select Board did not make a recommendation on Article 2023/4 2-14 but will make a recommendation on the Town Meeting floor.

MOTION 28: Mr. Myers moved to recommend favorable action on Article 2023/4 3-1 in the Warrant. Mr. Olson seconded. The motion passed (4/0/1).

MOTION 29: Mr. Myers moved to recommend favorable action on Article 2023/4 3-2 in the Warrant. Mr. Olson seconded. The motion passed (5/0/0).

Chair Schenk-Hargrove noted that FinCom did not support favorable action on Article 3-3.

MOTION 30: Mr. Olson moved to recommend unfavorable action on Article 2023/4 3-3 in the Warrant. Mr. Myers seconded. The motion passed (5/0/0).

XI. NEW BUSINESS

- Anne Gero attended to speak regarding signs she wants to post regarding information sessions to be held at the Senior Center and Patton Park. The sessions are on Solar (Solar 101) and Heat Pumps (Heat Pumps 101). Anne will have ten signs per event but only two signs on Hamilton property.

MOTION 9: Mr. Knudsen moved to approve the signs as presented. Mr. Olson seconded. The motion passed (5/0/0).

XII. ADJOURNMENT

MOTION 31: Mr. McGrath moved to adjourn the meeting. Mr. Phillip seconded. The motion passed (5/0/0).

MOTION 32: Mr. Knudsen moved to adjourn the meeting. Mr. Myers seconded. The motion passed (5/0/0).

The meeting was adjourned at 9:57 pm by unanimous consent.

Respectfully submitted by Chris Astrella, MPA, WCPC
Minutes Services, LLC

THE TOWN OF HAMILTON

Select Board

Monday, March 20, 2023

7:00 pm

SELECT BOARD MEMBERS PRESENT:

Shawn Farrell, Chair

James Knudsen, Vice-Chair

Caroline Beaulieu, Clerk

William Olson

Tom Myers

OTHERS PRESENT: Town Manager Joseph Domelowicz Jr., and via Zoom Tyler Henseler, Sean Timmons, Victoria Masone, Public Works Director Tim Olson, Drayton Fair, & Megan Tomkins.

I. PUBLIC HEARING OF THE HAMILTON LICENSING BOARD (SELECT BOARD)

- 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 the On-Premises Sale of Beer & Wine

MOTION 1: Mr. Knudsen moved to open the Public Hearing. Ms. Beaulieu seconded. The motion passed (5/0/0).

Attorney Tyler Henseler was in attendance virtually, along with the owners, to discuss what the proposed changes are and the impact on the community. They were also available for questions from the Select Board. There were also some comments from members of the community who attended the Public Hearing in person.

MOTION 2: Mr. Olson moved to approve the license as presented. Ms. Beaulieu seconded. After more discussion, the motion was rescinded.

MOTION 3: Mr. Olson moved to approve the license as presented with the following conditions: outdoor seating is limited to 8 people; hours of operation are from morning until 9 pm. Ms. Beaulieu seconded. The motion passed (5/0/0).

MOTION 4: Mr. Knudsen moved to close the Public Hearing. Ms. Beaulieu seconded. The motion passed (5/0/0).

II. BOARD AND COMMITTEE OPENINGS

Mr. Farrell listed the Board and Committee openings in the Town. They are Historic District Commission (2 openings), Conservation Commission (1 opening), Human Rights

Commission, Hamilton Environmental Impact Committee (1 opening), and Hamilton Council on Aging (1 Associate Member Opening).

III. PUBLIC COMMENT

There weren't any comments from the public.

IV. SELECT BOARD MEMBERS/TOWN MANAGER REPORTS

Ms. Beaulieu shared that Wednesday night, she and Mr. Myers will be hosting a Wine and Warrant, a non-partisan discussion about articles in the Warrant.

Mr. Domelowicz introduced Wendy Markiewicz to the Select Board and invited her to share a few words.

Town Clerk Carrin Kale shared key Election Dates and the date for the Town Meeting. The last day to register to vote is March 22nd at 5 pm. Ballots are in the office and sample ballots are posted in the office, on the website, and around town.

V. CONSENT AGENDA

- Approve request for Little League banners at Patton Park
- Approve Youth Football request for banner on tennis courts fence

Both items were pulled from the Consent Agenda and discussed individually.

MOTION 5: Mr. Olsen moved to approve 10 banners not larger than 3 x 10 for the fence at Patton Park. Mr. Knudsen seconded. The motion passed (5/0/0).

MOTION 6: Mr. Olsen moved to approve a banner not larger than 3 x 6 on the Tennis Courts fence for a maximum of four weeks. Mr. Myers seconded. The motion passed (5/0/0).

VI. AMEND POWER PURCHASE AND LEASE AGREEMENTS FOR CHEBACCO ROAD SOLAR LLC

Victoria Masone gave an update on the lease and agreements for Chebacco Road and was available for questions from the Select Board.

MOTION 7: Mr. Knudsen moved to approve the power purchase and lease agreements as presented. Ms. Beaulieu seconded. The motion passed (5/0/0).

VII. ADOPT PROPOSED FEE STRUCTURE FOR ELECTRIC VEHICLE CHARGING STATIONS

Victoria Masone shared an explanation regarding the proposed fee structure changes, with the goal of being budget neutral. She also was available for any questions.

MOTION 8: Mr. Olson moved to approve the proposed fee structure. Mr. Knudsen seconded. The motion passed (5/0/0).

VIII. REVIEW AMENDED PLAN FOR TOWN HALL RENOVATIONS AND CODE COMPLIANCE WITH LLB ARCHITECTS

Drayton Fair, from LLB Architects, gave a presentation regarding the preservation and proposed construction of the Hamilton Town Hall, along with an updated project total. Public Works Supervisor Olson, Town Manager Domelowicz, and the Select Board shared their thoughts on the amended plan.

IX. SCHEDULE A SPECIAL TOWN MEETING FOR JUNE 2023

Town Manager Domelowicz is asking for a Special Town Meeting on June 14 or 15 to talk about Gordon Conwell and potentially talk about the Town Hall Project as well. Public Works Supervisor Olson also mentioned the proposal for the Town Hall presumes a fall time frame for starting.

MOTION 9: Mr. Olson moved to have a Special Town Meeting on June 14, 2023, at 7pm. Mr. Myers seconded. The motion passed (5/0/0).

X. REVIEW PATTON PARK MASTER PLAN REPORT WITH CBA LANDSCAPE ARCHITECTS

Megan Tomkins from CBA Landscape Architects stepped through an overview of the Patton Park Master Plan, which included proposed construction costs as well. Megan also answered questions from the Select Board and members of the public.

XI. REVIEW AND FINALIZE ANNUAL TOWN MEETING SCRIPT

Town Manager Domelowicz and Town Counsel went through the script for each article of the Warrant, which will be presented at the Town Meeting.

MOTION 10: Mr. Olson moved to recommend favorable action on article 2-14 in the Warrant. Mr. Knudsen seconded. The Select Board discussed article 2-14 before voting. The motion passed (2/1/2).

XII. NEW BUSINESS

- Town Manager review document and timeline
Ms. Beaulieu emailed the review document to Mr. Farrell and Town Manager Domelowicz. The Select Board reviewed the Excel spreadsheet to ensure its accuracy. The Select Board reviewed the timeline and agreed to share their comments with Mr. Farrell by April 24th. Mr. Farrell will compile everything, and the Town Manager Review will be sometime during the first week of April.
- Discuss rescheduling second Select Board meeting in April
The Boar decided to reschedule the second Select Board meeting to April 10th.

XIII. ADJOURNMENT

MOTION 11: Mr. Beaulieu moved to adjourn the meeting. Mr. Olson seconded. The motion passed (5/0/0).

The meeting was adjourned at 9:57 pm by unanimous consent.

Respectfully submitted by Chris Astrella, MPA, WCPC
Minutes Services, LLC

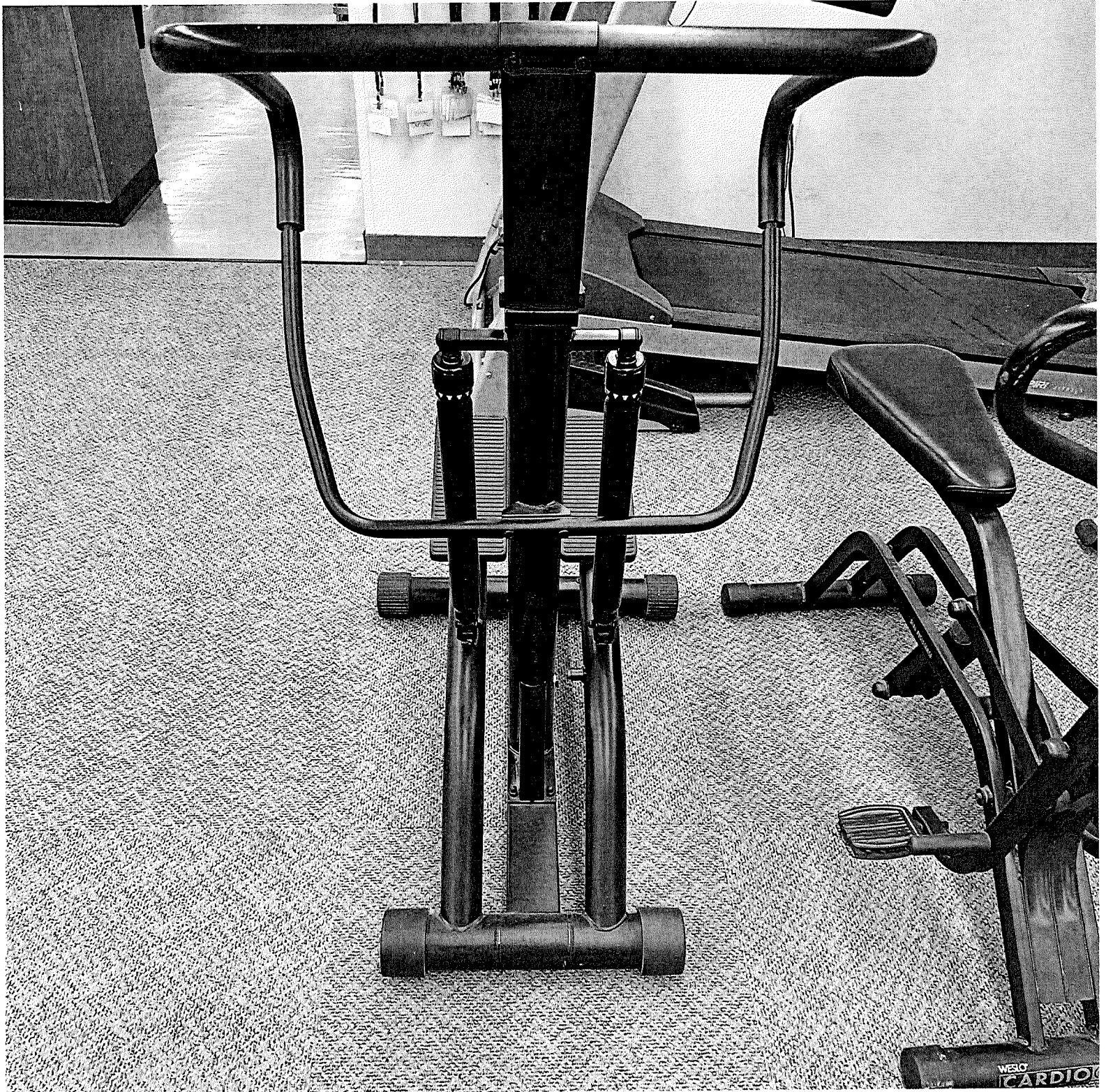
Joe Domelowicz

From: Theresa Woodbury
Sent: Thursday, June 22, 2023 2:11 PM
To: Joe Domelowicz
Subject: Exercise equipment.
Attachments: exercise 2.jpg; exercise 1.jpg

Here are the two pieces of exercise equipment that we would like to have declared as surplus.
Thank you!
Theresa

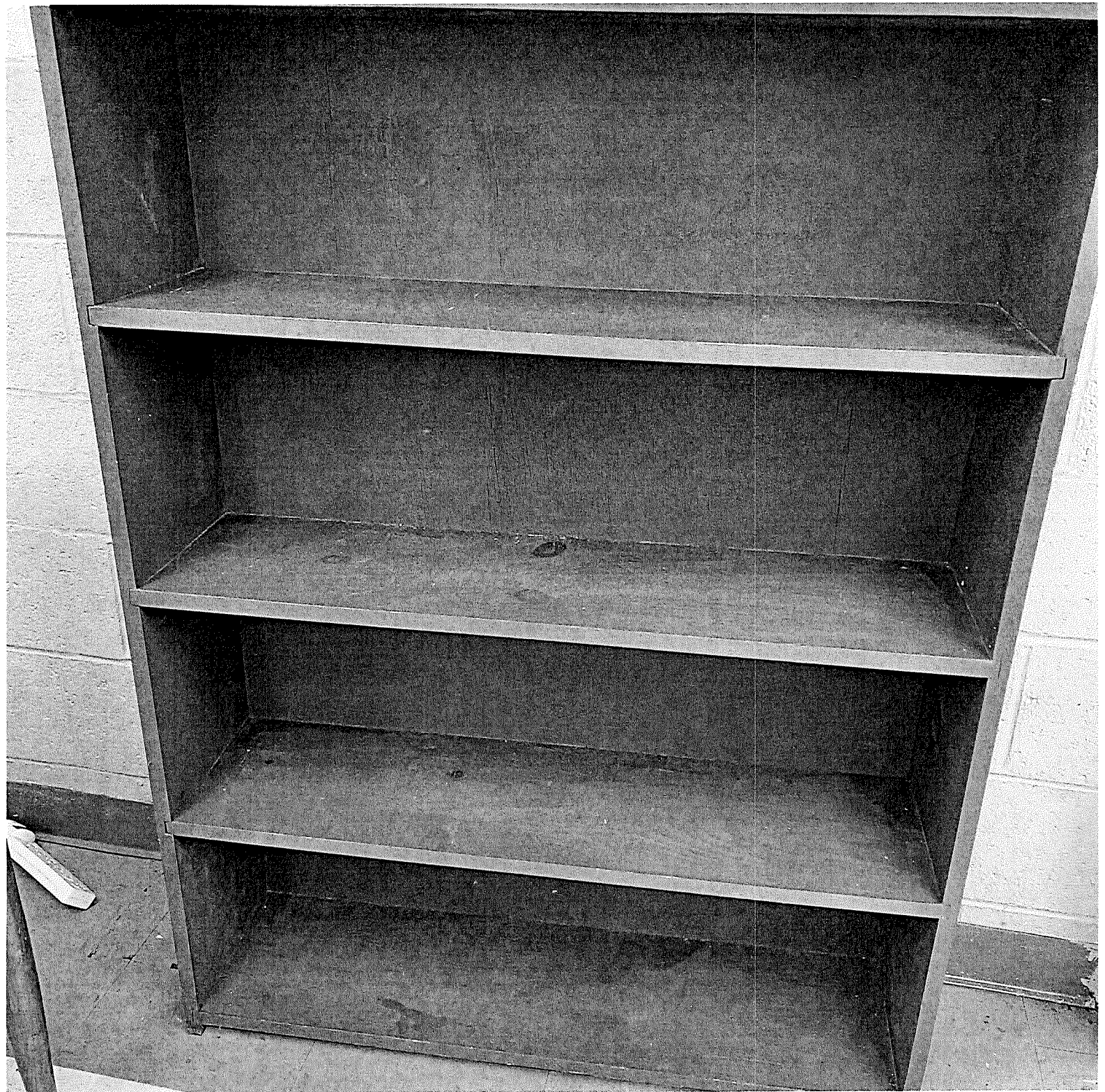
Theresa Woodbury, MS.M

Director
Council on Aging
Town of Hamilton
299 Bay Rd, P.O. Box 429
Hamilton, MA 01936
twoodbury@hamiltonma.gov
Phone: 978-468-5595



WELCO
CARDIO





Joe Domelowicz

From: Laurie Wilson
Sent: Thursday, July 6, 2023 3:01 PM
To: Joe Domelowicz
Subject: FW: External Email Warning Patton Park Use form
Attachments: TFFT Patton Park Use Form 2023.pdf

From: Carin Kale <ckale@hamiltonma.gov>
Sent: Thursday, July 6, 2023 2:28 PM
To: office@ectaonline.org
Cc: Laurie Wilson <lwilson@hamiltonma.gov>
Subject: FW: External Email Warning Patton Park Use form

Hi Stacie. I am forwarding this to Laurie Wilson in the Town Manager's Office. They are responsible for the agenda for the Select Board meetings.

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; Register to Vote www.registertovotema.com

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

From: office@ectaonline.org <office@ectaonline.org>
Sent: Thursday, July 06, 2023 2:20 PM
To: Carin Kale <ckale@hamiltonma.gov>
Subject: External Email Warning Patton Park Use form

Hello Carin,

Attached is a Patton Park use form for our annual Thanks for the Trails 5k on Saturday November 25, 2023. I'll have the COI shortly and will get it to you asap. Hopefully, we can get on the July Select Board agenda, if not then August.

Thank you!

Stacie Capotosto
Essex County Trail Association
Outreach Coordinator
978-468-1133



Virus-free. www.avast.com

Town of Hamilton

Town Hall
Hamilton, Massachusetts 01936
978-468-5570

Park Director: _____
Recreation Director: _____
Police Chief: RMS
Fire Chief: RB

REQUEST FOR USE OF PATTON PARK FACILITIES (Submit to Town Clerk, Hamilton Town Hall)

Today's Date 7/6/2023

Organization Name Essex County Trail Association

Organization Address PO Box 358, Hamilton, MA 01936

Date of Event 11/25/2023 Time 8:00a-12:00p

Type of Event Park Recreation School Town

Description of Event 5k trail run

Area/Field you are requesting Patton Park

Number of Attendants 200

ECTA Name accepts full responsibility to comply with and abide by all regulations of the Town of

Hamilton governing the use of Patton Park and to hold harmless and to defend the Town of Hamilton against claims of any type whatsoever arising in any way from use by our organization of the park and its facilities. The town requires a certificate of insurance naming the Town of Hamilton as an additionally insured party for a minimum of \$1,000,000 per incident general liability coverage and \$3,000,000 aggregate general liability coverage.

It is understood that the use of alcoholic beverages, marijuana, or illegal substances on park property is prohibited. It is further understood that parking is only permitted in designated parking areas and never permitted on the grass or other lawn areas. All litter and refuse of any kind shall be removed and the park returned to its condition before use. If the Town incurs any expense due to our failure to comply with the above terms, we agree to be responsible and to pay the Town's expenses forthwith.

We agree to notify the Hamilton Police Department to inform them of the event and to pay for a police detail if required.

Signature Stacie Capotosto

Print Name Stacie Capotosto

Date 7/6/2023

Approval for the Town _____ Date: _____

Laurie Wilson

From: Sean Timmons
Sent: Friday, July 14, 2023 10:20 AM
To: Laurie Wilson
Subject: RE: Patton Park Use on Sat. November 25 race

All set.

Sean

Sean Timmons
Hamilton-Wenham Recreation Director
16 Union St.
Hamilton, MA 01982
stimmons@hamiltonma.gov
978-468-2178

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

["Like" us on Facebook](#)

[Follow us on Instagram](#)

From: Laurie Wilson
Sent: Friday, July 14, 2023 8:52 AM
To: Sean Timmons <stimmons@hamiltonma.gov>
Subject: Patton Park Use on Sat. November 25 race

Hi Sean,

I know you're busy with camp!
But the Select Board has the approval of this race on their agenda for Monday night. I would like to have your ok, or not, to add to the packet today.

Many thanks,
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
Phone: 978-626-5202

Laurie Wilson

From: Russell Stevens
Sent: Tuesday, July 11, 2023 8:50 AM
To: Ray Brunet; Laurie Wilson; Sean Timmons
Subject: Re: External Email Warning Patton Park Use form

Hi Laurie,

Not an issue with us.

RMS

Get [Outlook for iOS](#)

From: Ray Brunet <rbrunet@hamiltonma.gov>
Sent: Tuesday, July 11, 2023 7:21:23 AM
To: Laurie Wilson <lwilson@hamiltonma.gov>; Sean Timmons <stimmons@hamiltonma.gov>; Russell Stevens <rstevens@hamiltonma.gov>
Subject: RE: External Email Warning Patton Park Use form

Hi,

Fire has NO issues with the date change!

Ray

From: Laurie Wilson
Sent: Monday, July 10, 2023 5:05 PM
To: Sean Timmons <stimmons@hamiltonma.gov>; Russell Stevens <rstevens@hamiltonma.gov>; Ray Brunet <rbrunet@hamiltonma.gov>
Subject: FW: External Email Warning Patton Park Use form
Importance: High

Hi all,

The attached Patton Park use form is for the Essex County Trail Association run, which used to be Gabe's Run. A difference on this year's application is that they want to schedule the event on the Saturday after Thanksgiving instead of the Friday.

Please let me know if this is ok.

Also, when you stop by Town Hall, could you please stop by my office to initial the request.

Many thanks,
Laurie

From: Carin Kale <ckale@hamiltonma.gov>
Sent: Thursday, July 6, 2023 2:28 PM
To: office@ectaonline.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

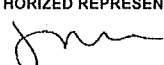
PRODUCER Alliant Insurance Services, Inc. 4530 Walney Rd Ste 200 Chantilly, VA 20151-2285	CONTACT NAME: Edye Lewis PHONE (A/C, No, Ext): (703) 397-0977 E-MAIL ADDRESS: edye.lewis@alliant.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Essex County Trail Association, Inc. PO Box 358 Hamilton, MA 01936	INSURER A: Federal Insurance Company	NAIC # 20281
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		3536-06-07 EUC	8/25/2023	8/25/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ Included
								\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			3536-06-07 EUC	8/25/2023	8/25/2024	COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$ 1,000,000
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	(24) 7183-39-73	3/15/2023	3/15/2024	PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$ 100,000
							E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Fall Race
Location: Patton Park, Bay Road, Hamilton, MA
Date of Event: November 25, 2023
 Kevin and Rosemarie Bottomley is included as an Additional Insured for the above mentioned event.

CERTIFICATE HOLDER Kevin and Rosemarie Bottomley 480 Bay Road South Hamilton, MA 01982	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Joe Domelowicz

From: Laurie Wilson
Sent: Thursday, June 29, 2023 8:59 AM
To: Joe Domelowicz
Subject: FW: External Email Warning Coast to the Cure NF Bike Ride 2023 - Hamilton

From: Kim Trainor <ktrainor@nfnortheast.org>
Sent: Monday, June 5, 2023 5:23 PM
To: Laurie Wilson <lwilson@hamiltonma.gov>; jcarleo@hwschools.net
Subject: External Email Warning Coast to the Cure NF Bike Ride 2023 - Hamilton

Good afternoon!

On behalf of Neurofibromatosis Northeast, I am seeking permission to include Hamilton once again on the route for the 12th Annual Coast to the Cure bike ride to benefit Neurofibromatosis Northeast. Coast to the Cure takes place on Saturday, September 9, 2023. The ride starts and finishes at Stage Fort Park in Gloucester. The event consists of three routes (24, 40, and 66 miles) encompassing Hamilton and 12 other communities

I can assure you that all participants will wear helmets, travel in an organized fashion on public roads, never on private property, and will obey the rules of the road. The cyclists will leave Stage Fort Park in staggered starts beginning at 7am. We anticipate approximately 50 riders in total traveling in packs of 3-6 people over a period of two hours through your community. The following streets in Hamilton are on the route: Walnut Road, Bay Road, Highland Street and Asbury Street

In addition to including Hamilton on the 40 mile and 66 mile routes, I am also seeking permission to set up a rest stop at the Hamilton Cutler School as we did last year.

Proceeds from the event benefit Neurofibromatosis Northeast and support our mission of finding a cure and treatment for neurofibromatosis by promoting scientific research, creating awareness, and supporting those who are affected by NF.

Please don't hesitate to contact me if you have questions. I can be reached at (617) 797-5575 or ktrainor@nfnortheast.org.

Thanks so much for your consideration.

Sincerely,

Kim

Kim Trainor
Neurofibromatosis Northeast
9 Bedford Street
Burlington, MA 01803
Tel. 617-797-5575
www.nfnortheast.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER TF Ward Insurance LLC 403 Franklin St. Melrose MA 02176	CONTACT NAME: Commercial Lines	
	PHONE (A/C, No, Ext): (781) 665-2990 FAX (A/C, No): (781) 665-8703 E-MAIL ADDRESS:	
INSURED Neurofibromatosis Inc. 9 Bedford St. Burlington MA 01803	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Mount Vernon Fire Insurance Co	26522
	INSURER B: Twin City Fire Insurance	29459
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: CL2351151831 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NBP2556654	05/10/2023	05/10/2024	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			XL 2562245	05/10/2023	05/10/2024	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	08WECKH3323	06/27/2023	06/27/2024	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

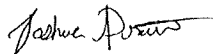
With respect to insured's ongoing operations and required in written and signed contract, the following are included as additional insureds in regard to General Liability per form BP-145 NPP 06/10:

-Town of Hamilton

Please refer to actual policy for all other terms, conditions and exclusions.

CERTIFICATE HOLDER

CANCELLATION

Town of Hamilton P.O. Box 429 577 Bay Rd. South Hamilton MA 01982	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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Joe Domelowicz

From: Laurie Wilson
Sent: Wednesday, May 24, 2023 8:35 AM
To: Joe Domelowicz
Subject: CPC annual public hearing

Jay Butler would like to schedule the CPC annual public hearing for the Select Board meeting on July 17.

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
Phone: 978-626-5202



Hamilton Community Preservation Committee (CPC)

**2023 Joint Annual Meeting
CPC, Select Board, and Finance and Advisory Committee
July 17, 2023
Jay Butler, Chair, CPC**

Hamilton CPC 2023 Annual Meeting

Hamilton CPC Committee – 9 members

- Coordinator - Laurie Wilson
- Jay Butler - at-large - Chair
- Robert Preston – at-large - Vice-Chair
- Kim Dietel - at-large
- Rick Johanson - at-large
- **Vacant** - Historic District Commission Rep.
- Sandy Coddling - Conservation Commission Rep.
- **Vacant** - Planning Board Rep.
- Michelle Horgan - Housing Authority Rep.
- Shawn Farrell – Select Board Rep.
- Recently Leaving the Committee: Richard Boroff & Kristin Bridier

Hamilton CPC 2023 Annual Meeting

MA Community Preservation Act (CPA)

- CPA signed into law in MA in September 2000 by Governor Paul Cellucci.
- Hamilton adopted the CPA in May 2005 with a 2% surcharge via ballot at the polls. A previous attempt for a 3% surcharge failed.
- 195 of 351 or 56% of MA communities now participate.
- Communities adopting the CPA choose from a 1% to 3% surcharge on their property taxes, billed quarterly with the property tax bill.
- The CPA Trust Fund is managed by the MA Dept. of Revenue (DOR) which sets the state match and distributes the funds in November.
- The CPA Trust Fund monies come from the 21 Registry of Deeds offices via property transaction fees, and any potential year-end state budget surplus voted by the MA legislature.

Hamilton CPC 2023 Annual Meeting

Essex County Communities CPA Status

- **No Participation** – Amesbury, Andover, Danvers, Haverhill, Ipswich, Lawrence, Lynn, Lynnfield, Marblehead, Merrimac, Methuen, Newbury, Salisbury, Swampscott, Topsfield
- **1% Surcharge** – Beverly, Gloucester, Middleton, Peabody, Salem
- **1.5% Surcharge** – Essex, Manchester, Tewksbury
- **2% Surcharge** – **Hamilton**, Newburyport
- **3% Surcharge** – Boxford, Georgetown, Groveland, Nahant, North Andover, Rockport, Rowley, **Wenham**, West Newbury

Hamilton CPC 2023 Annual Meeting

Select Essex County Communities 2023 Tax Rate (CPA Info)

- **Highest** – Wenham @ \$17.35 (3% surcharge)
- **2nd Highest** – Hamilton @ \$16.34 (2% surcharge) and Amesbury @ \$16.34 (0% surcharge)
- **3rd Highest** – Topsfield @ \$15.20 (0% surcharge)

- **Lowest** – Newbury @ \$8.67 (0% surcharge)
- **2nd Lowest** – Nahant @ \$9.09 (3% surcharge)
- **3rd Lowest** – Rockport @ \$9.43 (3% surcharge)

- **Highest in MA** – Longmeadow @ \$22.11 (1% surcharge)
- **Lowest in MA** – Edgartown @ \$2.52 (3% surcharge)

Hamilton CPC 2023 Annual Meeting Historical CPA Trust Fund Distributions

CPA Trust Distribution Years	Number of Communities	State Match
2002 - 2007	34 - 113	100%
2008	127	67.62%
2009 - 2012	135 -148	34.81% - 26.83%
2013	148	52.23% (includes \$25M state match)
2014	155	31.46% (includes \$11.4M state match)
2015	156	29.67% (includes \$10M state match)
2016-2017	157 -162	20.58% - 17.2%
2018	172	19.01% (includes \$10M state match)
2019	173	23.9%
2020	176	28.63%
2021	177	43.84% (includes \$10M state match)
2022	187	38.51% (includes \$20M state match)

Hamilton CPC 2023 Annual Meeting

Hamilton CPA Surcharge and State Match Revenues History				
Year	Local Surcharge	State Match	% State Match	Total
FY06	\$287,075	\$0	N/A	\$287,075
FY07	\$306,399	\$287,075	100%	\$593,474
FY08	\$323,332	\$306,399	100%	\$629,731
FY09	\$351,809	\$218,638	68%	\$570,447
FY10	\$352,154	\$122,482	35%	\$474,636
FY11	\$355,452	\$95,793	27%	\$451,245
FY12	\$345,568	\$94,689	27%	\$440,257
FY13	\$340,816	\$92,731	27%	\$433,547
FY14	\$351,527	\$177,992	52%	\$529,519
FY15	\$365,041	\$110,608	32%	\$475,649
FY16	\$394,876	\$108,237	30%	\$503,113
FY17	\$405,380	\$81,253	21%	\$486,633
FY18	\$414,402	\$69,734	17%	\$484,136
FY19	\$454,083	\$78,798	19%	\$532,881
FY20	\$480,851	\$108,610	24%	\$589,461
FY21	\$493,937	\$137,651	29%	\$631,588
FY22	\$523,025	\$216,540	44%	\$739,565
FY23	\$517,755	\$199,395	39%	\$717,150
Totals	\$7,063,482	\$2,506,625		\$9,570,107

Hamilton CPC 2023 Annual Meeting

Financial Trends Affecting State Match for 2023

- MA Registry of Deeds collections down 33.8% at the end of May 2023 compared to 2022
- MA Senate Budget Amendment #66 - Community Preservation Trust Fund
 - Adds \$30M from the state budget surplus funds to the CPA Trust Fund
 - Needs to survive Senate/House budget reconciliations in July 2023
 - Similar budget amendment in MA House previously failed

Hamilton CPC 2023 Annual Meeting

Hamilton 2022 CPA Trust Fund Distribution

- 2% Surcharge Revenue = \$517,755
- 38.51% State Match = \$199,395
- Total FY23 CPA Revenue = \$717,150

Wenham 2022 CPA Trust Fund Distribution

- 3% Surcharge Revenue = \$471,770
- 38.51% State Match = \$143,020
- Round 2 Distribution = \$87,032
- Round 3 Distribution = \$58,381
- Total FY23 CPA Revenue = \$760,203

Hamilton CPC 2023 Annual Meeting

CPA Surcharge Calculation

Property Assessed Valuation	Annual Property Tax at \$16.34 per Thousand	Annual 2% Surcharge
\$300k	\$4902	\$65
\$400k	\$6536	\$98
\$500k	\$8170	\$131
\$600k	\$9804	\$163
\$700k	\$11,438	\$196
\$800k	\$13,072	\$229
\$900k	\$14,706	\$261
\$1M	\$16,340	\$294
\$1.5M	\$24,510	\$458

CPC Surcharge Calculation

(Assessed Value - \$100k) x (Tax Rate/\$1k) x 2% Surcharge = Annual Surcharge

Hamilton CPC 2023 Annual Meeting

Exemptions in 2023 to CPA Surcharge

- CPA Residential exemption for all – first \$100k valuation of property
- Taxpayers over 65 who receive the annual \$1000 Elderly 41D exemption from the state (determined by residency requirements and annual income limits) – full CPA exemption
- Hamilton CPC Exemptions for seniors 60+ and low-income non-senior families - full CPA exemptions based on income limits

Hamilton CPC 2023 Annual Meeting

Hamilton Full Exemptions to CPA Surcharge

Property Owned by Low Income Non-Senior 2023 Income Limits:

- 1-Person Household: \$78,300
- 2-Person Household: \$89,480
- 3-Person Household: \$100,670
- 4-Person Household: \$111,850

Property Owned by Senior (60+) 2023 Income Limits:

- 1-Person Household: \$98,200
- 2-Person Household: \$112,200
- 3-Person Household: \$126,200
- 4-Person Household: \$140,200

Hamilton CPC 2023 Annual Meeting

CPA Accounting Requirements

- Five subaccounts of CPA reserve funds, i.e., **Historic Preservation, Open Space and Recreation, Community Housing, Unreserved, and Administration Expenses**
- An internal accounting transfer of 10% of the total CPA revenues must be made each year at the ATM to the three eligibility categories and 5% for administrative.
- The 10% transfer requirement is waived if a grant has been approved or a bond repayment is made in a category that satisfies the required amount of funds transfer.

Hamilton CPC 2023 Annual Meeting

CPA Reserves Approximated as of June 30, 2023:

- Open Space and Recreation = \$336,000.00
- Community Housing = \$239,945.00
- Historical Preservation = \$172,675.00
- Unreserved = \$822,205.38
- Administrative = \$434,552.94
- Total Available = \$2,005,379.14

- Open Grants from FY23 = \$0

- **CPA Reserves Investment** – MA Municipal Depository Trust (MMDT) - \$58,762 earned interest in FY23

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Hamilton CPC 2023 Annual Meeting

CPA Grant Application Process

- **Application for Eligibility – CPC vote requires 5 of 9 members**
 - Description of project, determination of project eligibility, and verification that the requestor can do the project
- **Application for Funding – CPC vote requires 5 of 9 members**
 - Review of cost estimate, determination of status of reserves, assessment of potential for bonding, and identification of additional sources of funding
- **Town Meeting Vote – requires simple majority if no bond**
 - CPC approved grants are placed on the warrant for the following Town Meeting
 - Subsequent reviews by the Select Board and Finance and Advisory Committee are advisory only
 - Approved grants require that work start within two years

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Hamilton CPC 2023 Annual Meeting

First Step of CPC Grant Application Process

Eligibility Determination

- Historic Preservation
- Community Housing
- Open Space and Recreation

CPC regular solicitation of advice

- Community Preservation Coalition: Executive Director, Stuart Saginor
- KP Law: Town Counsel, Tom McEnaney
- Advice received from both parties is often divergent

Hamilton CPC 2023 Annual Meeting

MA Community Preservation Coalition

- Boston based non-profit coalition of all communities who adopted the CPA – www.communitypreservation.org
 - Formed in 1990 to help passage of the CPA
 - Communities must pay annual dues and submit reports
 - Maintains data on all CPA adoptions, all approved grants, and information on all CPC's statewide
 - Helps communities with understanding, adoption, and implementation of the CPA, and advocates for the CPA at the state level
- **Support Organizations:** The Trust for Public Lands; MA Audubon; Citizens' Housing and Planning Alliance; MA Affordable Housing Alliance; Preservation MA; and The Trustees

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Hamilton CPC 2023 Annual Meeting

CPA Allowable Eligibility Categories

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	No (unless acquired or created with CPA \$\$)	Yes	Yes	No (unless acquired or created with CPA \$\$)

Hamilton CPC 2023 Annual Meeting

Second Step of CPC Application Process

Funding Determination for Projects

- The CPC typically explores and requires alternate sourcing of funds for a project as well identifying any portions of the project as not eligible for CPA funds
- Funds for approved grants must be taken first from one of the three appropriate subaccounts, then the unreserved subaccount, but funds may not be taken from any of the other subaccounts.
- If the CPC wishes to consider a bond, the amount to be bonded, and term length must be approved by the Finance Department

Hamilton CPC 2023 Annual Meeting

CPA Bonding Requirements

- Annual repayment premiums for bonds can only be paid from surcharge revenues (FY 2023 \$517k) and not from revenues from the state match.
- Approval at Town Meeting must be by a 2/3's vote. No required vote at the polls.
- The CPC must remain in existence until all bond repayments have been made, otherwise the bonds become the responsibility of the Town.

Hamilton CPC 2023 Annual Meeting

CPC Outstanding Bonds

- **Sagamore Hill (John J. Donovan Recreation Area)**
 - FY 2024 Premium = \$105.5k
 - Matures in 2032. Original 2015 Grant was a \$1.25M bond for 15 years plus \$500k in cash
- **Hamilton Town Hall Renovation, Addition, and Preservation Project**
 - Consists of a \$3M grant (2020 STM) and \$1M grant (2021 ATM) = \$4M grant.
 - First year full premium (FY 2025) for a \$4M, 4.5%, 30-year, municipal bond = \$313.3k

Hamilton CPC 2023 Annual Meeting

CPC Grants Closed out in FY23

- First Congregational Church of Hamilton Belfry and Clock Tower Restoration – Historical Preservation - \$75k
- HW Recreation Department Patton Park Master Plan – Open Space and Recreation - \$30k
- The Community House Centennial Park – Open Space and Recreation - \$150k

CPC Grants Approved for FY24

- Hamilton Wenham School Department Middle School/High School Athletic Facilities Improvement Project – Open Space and Recreation - \$800k
- Hamilton DPW Town Hall Renovation, Restoration, and Addition Project – Historic Preservation - \$500k pending Town Meeting approval at Fall 2023 STM

Hamilton CPC 2023 Annual Meeting

Historical Distribution of CPC Grants Since 2006

Category	Total Number of Grants	Per Cent of Total Number	Total Dollars of Grants	Per Cent of Total Dollars
Open Space and Recreation	33	35%	\$5,598,867	43%
Historic Preservation	46	49%	\$5,767,590	44%
Community Housing	14	15%	\$1,619,591	12%
Total	93	100%	\$12,986,048	100%

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Hamilton CPC 2023 Annual Meeting					
Ranking by Dollars	Organizations Receiving Grants since 2006	Total Grant Dollars	Per Cent of Total Dollars	Number of Grants	Per Cent of Total Number
1	Hamilton Department of Public Works	\$4,859,444	37%	22	24%
2	Hamilton Wenham Recreation Department	\$2,426,120	19%	12	13%
3	Essex County Greenbelt Association	\$1,750,000	13%	1	1%
4	Hamilton Affordable Housing Trust	\$1,075,000	8%	7	8%
5	HW School Department	\$894,647	7%	4	4%
6	Hamilton Housing Authority	\$514,591	4%	6	6%
7	The Community House	\$431,050	3%	7	8%
8	Patton Homestead	\$379,000	2%	5	5%
9	American Legion A.P. Gardner Post 194	\$204,300	2%	3	3%
10	Hamilton Council on Aging	\$134,125	1%	6	6%
11	First Congregational Church of Hamilton	\$86,000	1%	2	2%
12	Hamilton Historical Society	\$62,071		6	8%
13	Hamilton Conservation Commission	\$36,200		6	6%
14	Hamilton Planning Board	\$30,000		1	1%
15	Asbury Grove Camp Meeting Corporation	\$26,000		1	1%
16	Essex County Trails Association	\$25,000		1	1%
17	Chebacco Woods Land Management Committee	\$25,000		1	1%
18	Pleasant Pond Association	\$23,300		1	1%
19	Boy Scout Troop 35	\$4,200		1	
	Total	\$12,986,048	97%	93	100%

Hamilton CPC 2023 Annual Meeting

Historical Distribution of CPC Grants

- Number of grants = 93
- Dollars in grants = ~ \$13M
- Organizations receiving grants = 19
- Town organizations receiving grants = 11 (53%)
- Grants received by Town organizations = 76 (82%)
- Dollars received by Town organizations = \$10.4M (80%)

Hamilton CPC 2023 Annual Meeting

Future Anticipated Potential Grants

Anticipated Projects – Category A: Eligible Project, Good Cost Estimate, Strong Support

Category	Requestor	Project	Amount	Year
		NONE		

Hamilton CPC 2023 Annual Meeting

Future Anticipated Potential Grants

Anticipated Projects – Category B:

Some Question on Eligibility, Cost Guesstimate, Project Needs More Definition

Category	Requestor	Project	Amount	Year
Community Housing	Affordable Housing Trust	New Affordable Housing	\$250,000	2025
Historic Preservation	Fire Department	Building to House Ancient Hand Pumper	\$50,000	2025
Historic Preservation	Department of Public Works	Town Hall Heating System	\$500,000	2028

Hamilton CPC 2023 Annual Meeting

Future Anticipated Potential Grants

Anticipated Projects – Category C:

No Project, Costs Unclear, Project Support in Question

Project	Requestor	Project	Amount	Year
Open Space and Recreation	HW Recreation Department	Rec Project on Pingree Park Tennis Courts	\$50,000	2024
Historic Preservation	Post 194 American Legion	Roof for Legion Building	\$50,000	2025
Open Space and Recreation	HW Recreation Department	Patton Park Improvements	\$50,000	2026
Open Space and Recreation	Hamilton Development Corporation	Downtown Parklet	\$50,000	2025

Hamilton CPC 2023 Annual Meeting

Final Comments

- The CPC needs more advance information from organizations intending to apply for CPA grants.
- More detailed information on the CPA and CPC activities is available in the 2023 Annual CPC Report to be posted soon on the CPC web page.
- CPC Meetings are at 7:00 PM on the second Thursday of each month where public input is encouraged.

Thank you,

Jay Butler, Chair, CPC
jbutler@hamiltonma.gov

Joe Domelowicz

From: Jane Dooley
Sent: Monday, July 10, 2023 9:09 AM
To: Joe Domelowicz
Cc: Todd Laramie
Subject: Selectboard vote needed on increased asset limits for FY2024 Chapter 91 senior exemption
Attachments: Chapter 91 Special Act slide for Selectboard mtg 7-17-2023.pptx

Good morning Joe,

The Assessors office determines the income and asset limits for senior exemptions based on Social Security benefits and Optional Cost of Living Adjustment percentages for FY2024 as determined by the Commissioner of Revenue. This information is made available by the state in April 2023.

The Selectboard voted in December 2022 on income and asset limits for the FY2024 Chapter 91 senior exemption. This is the timeframe the Town has used historically for the Selectboard vote. The Town of Hamilton recently had updated legislation for this exemption approved at the state level enabling the Assessors office to process all exemptions on the same schedule for the new fiscal year. The legislation also included adding an asset limit as an applicant eligibility requirement for Chapter 91.

When we calculated the asset limit for all FY2024 exemptions, we realized that to be consistent across all exemptions, we need the Selectboard to vote again on the asset limit dollar amount for FY2024 Chapter 91 since it has increased from \$66,814 to \$71,156 for a single applicant and \$91,620 to \$97,575 for a married applicant.

Please see the attached slide which you can use for the Selectboard vote on an increase in the asset limit dollar amount for the FY2024 Chapter 91 exemption.

We are hoping this vote can be added to the Selectboard's July 17th agenda. Please let me know if this is possible.

Just let me know if you have any questions.

Thank you,
Jane Dooley
Assistant Assessor
Town of Hamilton
978-468-5574

Chapter 91 Special Act Senior Exemption – FY2024

The Selectboard vote needed on an increase
in the asset limits according to the
Commissioner of Revenue percentages:

Total household assets:

\$66,814 to \$71,156 for a single person

\$91,620 to \$97,575 for a married couple

Joe Domelowicz

From: Lauren Lynch
Sent: Thursday, June 22, 2023 4:02 PM
To: Laurie Wilson; Kathy Simons
Cc: Joe Domelowicz
Subject: Re: ConCom reappointment

Hi Laurie,

Apologies for the delay. Lee needed a few days to confirm his decision, and then I was out of town for a family matter until yesterday.

I am happy to now report that **Lee has confirmed his interest in being appointed to the Conservation Commission.** Based on both a bilateral conversation I had with him, and his participation in last week's full conservation commission meeting, I am confident that Lee will bring valuable experience as a former conservation professional, to the commission. **As such, I recommend to the Select Board that Lee McCoy be appointed to the Hamilton Conservation Commission at their next meeting.**

If you need additional information, please let me know.

Thank you!
Lauren

From: Laurie Wilson <lwilson@hamiltonma.gov>
Sent: 20 June 2023 08:46
To: Lauren Lynch <llynch@hamiltonma.gov>; Kathy Simons <ksimons@hamiltonma.gov>
Cc: Joe Domelowicz <jdomelowicz@hamiltonma.gov>
Subject: RE: ConCom reappointment

Good morning,

Did you want Lee McCoy to be appointed tonight? If so please send a recommendation to Joe and me.

Thank you,
Laurie

From: Lauren Lynch <llynch@hamiltonma.gov>
Sent: Wednesday, June 14, 2023 6:02 PM
To: Laurie Wilson <lwilson@hamiltonma.gov>
Subject: Re: ConCom reappointment

Hi Laurie,

Thank YOU for being so on top of things and supporting us. I think the whole process might fall apart without you these past few weeks 😊

TOWN OF HAMILTON
APPLICATION FOR BOARD/COMMITTEE MEMBERSHIP

Board/Committee of Interest:

1. Conservation Commission 2. _____
3. _____ 4. _____

Would you consider another Committee: yes no

For how long should we keep your application on file? 10 years

Full Name: Lee McCoy

Nickname: _____ Title (please circle) Mr./Ms./Mrs./Other: Mr.

Home Address: 56 Lois St

Length of Residence in Hamilton: 1 year 7 months

Occupation: Senior Data Scientist - Pfizer

Phone: Home _____ Cell 541-264-1821 Work _____

E-mail: Home leemccoy100@hotmail.com Work _____

If you currently serve on a Board or Committee, please identify:

None

Special Training, Interests, Qualifications: 15+ years as an ecologist working on population dynamics
threatened species, and natural resource management. Experience with GIS, remote sensing, data visualization

and analysis. Served on Planning Commission in Lincoln County, Oregon.

Have you been asked by a Committee to become a member?

No

How did you hear about the Committee?

Conversation with commission members

Please attach a current resume, if possible. Add any comments below or on a separate page.

Signature: Lee McCoy Date: 2023-05-31

Received by
Signature: _____ Date: _____

Lee M McCoy

56 Lois St
Hamilton, MA 01982

Mobile: 541-264-1821
Email: leemccoy100@hotmail.com

SUMMARY OF QUALIFICATIONS

- 10 years developing and delivering informatics solutions to facilitate data-driven decision making
- Expert at aggregating, compiling, interpreting, and presenting complex data
- Expert at data visualization using RMarkdown, ggplot, cowplot, and tidyverse
- Expert at automated reporting to meet reporting requirements
- 10 years of ETL experience with SQL and R to standardize, QC, and move data between sources
- Expert at applying statistical techniques to answer questions with data
- Experience developing and applying predictive models
- Built and maintained 6 production-level SQL Server databases that include over 145 relational tables
- Established and maintained a permission structure to protect data integrity and control access
- Established regular backups and archiving, ensuring data will be available and usable in the future
- Experience using version control (GIT, TFS) for scripted solutions
- Demonstrated leadership, facilitation, and teaching skills
- Started and directed the Northern Arizona R User Group
- 6 years of supervisory experience – 2 full-time employees, 3 technicians, 6+ interns
- Project management experience including balancing needs of several projects at once
- Excellent management, teamwork, and collaboration skills
- Friendly, motivated, and always learning new skills

RECENT WORK EXPERIENCE

Senior Data Scientist

Pfizer

04/2022-Present

1 Burt Rd
Andover, MA 01810

As a Senior Data Scientist for Pfizer Global Supply I provide data solutions to support Continuous Process Verification for drug production.

Environmental Scientist

Battelle

03/2021-03/2022

141 Longwater Drive, Suite 202
Norwell, MA 02061

As an environmental scientist for Battelle, I develop and script solutions to help scientists summarize, visualize, and report data from client datasets to facilitate data-driven decision making. I develop automated QA reports for validating chemical analysis results and calculations to replace hand entered and calculated processes. I troubleshoot and fix database issues including SQL code, queries, and views. I create and validate ETL scripts. I develop, maintain, and run scripts to standardize data from hundreds of public source datasets into a

centralized database. I created a script that runs in parallel on 32 processors to compare over 19 million chemistry result-set combinations to identify duplicate data from different sources.

Data Manager

**Southern Colorado Plateau Network
Inventory & Monitoring
National Park Service**
2255 N Gemini Drive
Flagstaff, AZ 86001

12/2014-03/2021
Series: 0401 Pay Plan: GS Grade: 12

As the data manager for the Southern Colorado Plateau Network of the Inventory and Monitoring Division, I was singularly responsible for providing informatics solutions to allow data-driven decisions about natural resource management at the National Parks. This included creating and maintaining all project databases, developing all queries and views needed for reporting and analysis, performing data summary and visualization, and facilitating reporting solutions. I balanced the needs of each project and set work priorities for the data management team. I directly supervised three employees; a Data Specialist, a GIS Specialist, and a GIS and Data Management Technician.

Primary duties included:

- Understanding project objectives and data to build appropriate data models, views, and visualizations
- Planning, building, testing, and maintaining all network databases
- Transitioning data from dysfunctional databases to the new databases using ETL techniques in R
- Extracting and inserting data from multiple data sources using ODBC connections
- Creating data views and summaries to standardize formats and facilitate reporting
- Advising and training coworkers to use R for data management, data exploration, and data analysis
- Developing protocols, creating visualizations, and creating reports and manuscripts
- Managing the data team, including setting team priorities and balancing task loads
- Applying my experience to solve monitoring issues and facilitate reporting

Biological Science Technician

USDA-Agricultural Research Service
2111 SE Marine Science Dr
Newport, OR 97365

04/2005-12/2014

I spent a significant portion of my time organizing, summarizing, and analyzing data from remote sensing, mapping surveys, observational studies, and manipulative lab and field studies to promote sustainable and productive aquaculture practices. I collaborated with Federal, State, and Tribal researchers, oyster farmers, and the general public to set priorities, accomplish research objectives, and share the results of our research.

Primary duties included:

- acquiring, managing, analyzing, visualizing, documenting, and distributing spatial data including managing and processing several years of 4-band remote sensing data
- modeling relationship between oyster aquaculture and seagrass to determine aquaculture impacts
- preparing and reviewing protocols, analysis processes, and reports
- collaborating with researchers from a variety of government agencies (EPA, USGS, ODFW, WDFW) and universities (Univ. of Oregon State, Washington State University)
- supervising and training interns, students, and coworkers

- planning and conducting field visits, creating work plans, supervising team members, budgeting time and equipment, purchasing, managing, and maintaining equipment and supplies

RELEVANT EXPERIENCE

I am an expert at working with data using R and SQL.

DATA SOURCING

- Connecting to a variety of data sources including .csv, .txt, MS Excel, MS Access, MS SQL Server, Oracle, and web data services using R
- Writing complex SQL queries including WITH/AS statements, regular expressions, complex joins, and casts

DATA PROCESSING

- Using regular expressions to identify data patterns in strings
- Using simple and complex nested conditional statements
- Full string manipulation including substitutions, concatenation, padding, and separation
- Complete understanding and experience with different data types including factors and dates
- Performing calculations on continuous variables
- Working with lists, dataframes, and vectors
- Pivoting data wide and long
- Dataset expansion to include all combination of factors
All of the flavors of joins
- Summarizing data across variables
Writing functions, loops, and conditional statements
- Parallel processing

DATA ANALYSIS

- Innate understanding of statistics and how to use them
- Served as the interpreter between the Quantitative Ecologist and Field Ecologists because I understood the statistics and could break down and explain the steps and the process in easy-to-understand terms
- Experience performing a broad range of statistical analyses on data from simple t-tests to predictive modelling including training and testing
- Univariate: t-test, ANOVA, general linear models (regression), generalized linear models (binomial/logistic, Poisson), generalized additive models, mixed effects models
- Classification: machine learning, logistic regression, ordinal logistic regression, discriminate analysis
- Trend Analysis: survival analysis, temporal change
- Non-parametric: permutation tests, rank order
- Spatial: autocorrelation, interpolation with validation, kriging
- Model validation: testing/training, cross validation, AIC/BIC

DATA VISUALIZATION

- Regularly consulted for help in creating stunning and informative visualizations
- Expert with ggplot2 for figure creation including boxplots, lineplots, barplots, histograms, and with using faceting and combining multiple plot types
- Expert with DT for creating live tables that can be filtered, sorted, and subset without a connection to the data source

REPORTING

- Creating both html and pdf reports in RMarkdown that create and incorporate text, figures, graphs, tables, and images from a single source script
- Creating report templates in RMarkdown for rapid deployment of reports with variable sections and parameters

DATABASES

After working with hundreds of overlapping Microsoft Excel spreadsheets for years, I went looking for a solution to this common data management problem. I quickly realized the power of databases for managing complex relational data, and I taught myself how to build Microsoft Access databases. On my first try, I built a database to hold 20 years of shrimp population monitoring data and then built a user-friendly front end for easy data entry. I was hooked, and now I build databases as part of my work.

- Learned how to build SQL Server databases using SQL Server Data Tools in Visual Studio
- Created 6 production level databases with over 145 relational tables in SQL Server and transitioned data from Microsoft Access databases to these SQL Server to take advantage of the enhanced stability and functionality of SQL Server
- Scripted, tested, compared, and archived all schema and data changes and loads to ensure database integrity and maintain all scripts under version control (GIT)
- Created standardized views for reporting to remove the need for users to complete complex and error-prone table joins, transformations, fills, data expansions, and case completions

DOCUMENT PREPARATION

- Wrote comprehensive plans and protocols to optimize research, including event benchmarks to keep track of progress
- Conducted reviews for U. S. Environmental Protection Agency spatial products for compliance with EPA-FGDC metadata standards
- Experience preparing metadata, standard operating procedures, user guides, and other documents to help users of data products and tools
- Assisted with writing National Park Services monitoring protocols
- Spearheaded development of automated annual data summaries for National Park Services monitoring projects

MANAGEMENT

- Experience managing specialized teams: - setting priorities, assigning and managing workloads, establishing expectations and confirming employee performance with employee performance appraisal plans (EPAP)
- Take pride in understanding the skills and abilities of my staff to appropriately assign tasks and recommend training
- Enjoy working with project leads to determine data management needs, priorities, and established project timelines – managing several concurrent projects at once
- Directed interns, students, coworkers and graduate students in accomplishing field mapping and manipulative ecological field and lab experiments
- Capable of adapting to rapidly changing project needs
- Advised and enforced policies, procedures, and management directives

LEADERSHIP

- Created and directed the Northern Arizona R User Group

- Played an integral part in establishing the priorities and direction of National Park Services inventory and monitoring network, working with vegetation ecologist, botanist, hydrologist, aquatic ecologist, quantitative ecologists, and program manager
- Spearheaded the development of a network workplan detailing the status and direction of each network project to facilitate program manager transition
- Transitioned National Park Services to automated reported using R/RStudio to directly connect to SQL Server database summary views, create scripts to explore, visualize, and analyze the data, and generate automated reports (away from Excel spreadsheets exported from Access databases for data summary and analysis and Word and InDesign for report creation)

COLLABORATION

- Worked closely with collaborators from USGS, Northern Arizona University, Native American tribes, NPS Water Resources Division, and National Park staff to facilitate research and data requests
- Collaborated with numerous oyster growers, Washington and Oregon Departments of Natural Resources, Washington and Oregon Department of Fish and Wildlife, Oregon State University, University of Washington, Washington State University, and the Olympic Natural Resource Center to conduct estuarine ecosystem research
- Trained coworkers to use R both informally and formally
- Organized and presented at several statistical and spatial analysis workshops and trainings using R including the "Geospatial Statistics Symposium" and "Using R for Spatial Analysis"

EDUCATION

Masters of Science – Biology

May 2005 Arizona State University, Tempe, AZ

GPA: 3.8/4.0

Thesis: "Intrinsic Individual-Level Mechanisms Contributing to a Difference in Colony Growth Rate in Africanized and European Honey Bees"

Advisor: Dr. Jennifer Fewell

Bachelor of Science – Zoology

Dec 1997 Arizona State University, Tempe, AZ

GPA: 3.4/4.0

Associate of Arts

May 1993 Yavapai College, Prescott, AZ

GPA: 3.0/4.0

PAPERS, REPORTS, AND PROTOCOLS

Swan M, McCoy L, Veety C. 2020. *Wupatki National Monument loamy upland 2019 data summary: Southern Colorado Plateau Network integrated upland monitoring*. Natural Resource Data Series. NPS/SCPN/NRDS—2020/1302. National Park Service. Fort Collins, Colorado

Swan M, McCoy L, Veety C. 2020. *Petrified Forest National Park sandy loam upland 2019 data summary: Southern Colorado Plateau Network integrated upland monitoring*. Natural Resource Data Series. NPS/SCPN/NRDS—2020/1299. National Park Service. Fort Collins, Colorado

Swan M, McCoy L, Veety C. 2020. *Mesa Verde National Park loamy mesa-top pinyon-juniper 2019 data summary: Southern Colorado Plateau Network integrated upland monitoring*. Natural Resource Data Series. NPS/SCPN/NRDS—2020/1301. National Park Service. Fort Collins, Colorado

Swan M, McCoy L, Veety C. 2020. *Grand Canyon National Park mixed conifer 2019 data summary: Southern Colorado Plateau Network integrated upland monitoring*. Natural Resource Data Series. NPS/SCPN/NRDS—2020/1300. National Park Service. Fort Collins, Colorado

Swan M, McCoy L, Veety C. 2020. *Glen Canyon National Recreation Area desert sand 2019 data summary: Southern Colorado Plateau Network integrated upland monitoring*. Natural Resource Data Series. NPS/SCPN/NRDS—2020/1297. National Park Service. Fort Collins, Colorado

Swan M, McCoy L, Veety C. 2020. *Bandelier National Monument mesa-top pinyon-juniper 2019 data summary: Southern Colorado Plateau Network integrated upland monitoring*. Natural Resource Data Series. NPS/SCPN/NRDS—2020/1287. National Park Service. Fort Collins, Colorado

Swan, MC., McCoy, LM., Norris, JR. 2020. *Petrified Forest grasslands, status and trends: Vegetation and soils monitoring 2007-2018*. Natural Resource Report. NPS/SCPN/NRR-2020/2068. National Park Service. Fort Collins, Colorado

Dumbauld, B.R., McCoy, L.M., Dewitt, T.H., Chapman, J.W. 2021. Estimating long-term trends in population declines of two ecosystem engineering burrowing shrimps in Pacific Northwest (USA) estuaries. *Hydrobiologia*. 848. 993-1013.

Brett R. Dumbauld, Jessica R. Murphy, Lee McCoy, Nathaniel S. Lewis "A Comparison of the Juvenile Dungeness Crab *Metacarcinus magister* Habitat Provided by Contemporary Oyster Aquaculture Versus Historical Native Oysters in a U.S. West Coast Estuary," *Journal of Shellfish Research*, 40(1), 161-175, (3 May 2021)

Perkins DW and Others. 2018. *Riparian Monitoring Protocol Implementation Plan for park units in the Southern Colorado Plateau Network*. Natural Resource Report. NPS/SCPN/NRR—2018/1766. National Park Service. Fort Collins, Colorado

Perkins DW and Others. 2018. *Springs Monitoring Protocol Implementation Plan for park units in the Southern Colorado Plateau Network*. Natural Resource Report. NPS/SCPN/NRR—2018/1771. National Park Service. Fort Collins, Colorado

Upland Monitoring Annual Data Summaries, 2007-2018, Unpublished, communicated directly to park superintendents and resource managers

Dumbauld BR, McCoy LM (2015) Effect of oyster aquaculture on seagrass *Zostera marina* at the estuarine landscape scale in Willapa Bay, Washington (USA). *Aquacult Environ Interact* 7:29-47.

Lee II, H., Reusser, D.A., Frazier, M.R., McCoy, L.M., Clinton, P.J., and Clough, J.S. 2014. *Sea Level Affecting Marshes Model (SLAMM) - New Functionality for Predicting Changes in Distribution of Submerged Aquatic Vegetation in Response to Sea Level Rise. Version 1.0*. U.S. EPA, Office of Research and Development, National Health and Environmental Effects Research Laboratory, Western Ecology Division. EPA/600/R-14/007.

M.R. Frazier, D. A. Reusser, H. Lee II, L. M. McCoy, C. Brown and W. Nelson. 2013 *WestuRe: U.S. Pacific coast estuary/watershed data and R tools*. U.S. EPA, Office of Research and Development, National Health and Environmental Effects Research Laboratory, Western Ecology Division, EPA/500/R/13/067.

Rutowski, R., Demlong, M., McCoy, L., 2001. *Visual Mate Detection in a Territorial Male Butterfly (Asterocampa leilia): Effects of Distance and Perch Location*, Behaviour, 138:1 310-43

PRESENTATIONS

- 2019 **Presenter** – SQL Server Database Development Workflow Demo, IMR/IMD Data Management Call
- 2019 **Leader** – IMD Protected Data Discussion, IMD National Data Management Training, Burlington, VT
- 2019 **Poster** – *IMD Centralized Protected Data Database Proposal*, IMD National Data Management Training, Burlington, VT
- 2019 **Presenter** – *Slicing and dicing the Data Management Survey (using PowerBI & R)*, IMD National Data Management Training, Burlington, VT
- 2019 **Presenter** – *R we there yet?*, IMD National Data Management Training, Burlington, VT
- 2019 **Poster** – *Mortality and Thinning drive Pinon-Juniper Stand Structure changes at Bandelier National Monument*, Brandt, C., McCoy, L., Swan, M. REU Symposium 2019, Flagstaff, AZ
- 2018 **Instructor** – 4-hour training, *Automated Reporting with R*, I&M Data Manager Training, Fort Collins, CO
- 2018 **Presenter & Instructor** - *Automated Reporting with R*, I&M Ecologist Training, Grand Canyon, AZ
- 2018 **Presenter** – Introduction to the National Park Service Inventory & Monitoring Program, Flagstaff Festival of Science, Walnut Monument National Monument, AZ
- 2016 **Presenter** – Introduction to the National Park Service Inventory & Monitoring Program, Flagstaff Festival of Science, Walnut Monument National Monument, AZ
- 2016 **Founder & Director** –Northern Arizona R User Group
- 2016 **Presenter** – 3D Plotting using R, Northern Arizona R User Group, Flagstaff, AZ
- 2016 **Presenter** – Using RODBC to connect to databases, Northern Arizona R User Group, Flagstaff, AZ
- 2016 **Presenter** – Introduction to RMarkdown, Northern Arizona R User Group, Flagstaff, AZ
- 2014 **Poster** - Pacific Estuarine Research Society, *Quantifying the impacts of oyster aquaculture on seagrass (Zostera marina) at the landscape scale in Willapa Bay, Washington*, Newport, OR
- 2013 **Speaker & Organizer** - Central Coast GIS User Group, *2013 Geospatial Statistics Symposium, Techniques and challenges in model development, selection, and application*, Newport, OR
http://www.orurisa.org/Central_Oregon_Coast_Geospatial_Statistics_Symposium_2013
- 2013 **Organizer & Presenter** - Western Ecology Division EPA, *Using R for Spatial Analysis*, Newport, OR
- 2013 **Poster** - Pacific Estuarine Research Society, *Estimating production of juvenile Dungeness crab, Metacarcinus magister in Pacific oyster aquaculture versus native oysters and eelgrass habitat in Willapa Bay, Washington*, Delta, BC
- 2012 **Lead Organizer** – Central Coast GIS User Group, *2012 Web Mapping and GeoEnabled Tools*, Newport, OR
http://www.orurisa.org/2012_coastal_Web_Mapping_Meeting
- 2011 **Organizer** – Central Coast GIS User Group, *2011 Coastal LiDAR Meeting*, Newport, OR
http://www.orurisa.org/2011_Coastal_LiDAR_Meeting
- 2010 **Instructor** – *Introductory R Workshop*, 3 days, Arizona State University
- 2010 **Instructor** – *Introduction to R for Researchers*, 3 months, US EPA, Newport, OR
- 2010 **Presenter** - Central Coast GIS User Group, Newport, OR. *Distribution and Density Change Analysis Using Randomization*
- 2010 **Presenter** - Pacific County Marine Resources Committee, South Bend, WA *Review of mapping and research in Willapa Bay*
- 2010 **Presenter** - Burrowing Shrimp IPM Conference, Long Beach, WA. *Mapping the distribution of burrowing shrimp and their interactions with oyster aquaculture, eelgrass, and fish in Willapa Bay, WA*

- 2007 **Presenter** - Burrowing Shrimp IPM Conference, Long Beach, WA. *Mapping the distribution of burrowing shrimp and their interactions with oyster aquaculture, eelgrass, and fish in Willapa Bay, WA*
- 2005 **Presenter** - Puget Sound Georgia Basin Research Conference, Seattle, WA. *Feeding rate, prey preference, and prey size preference of two invasive predatory marine gastropods in Washington State*
- 2003 **Presenter** - Pacific Coast Shellfish Growers Association, Jantzen Beach, OR. *Life history and population dynamics of two invasive oyster drills*
- 2000 **Poster** - International Congress of Entomology XXI, Iguassu, Brazil. *Genetic Mechanisms Contributing to Differences in Colony Growth Rates Between African and European Honeybees*
- 1998 **Poster** - Entomological Society of America, Las Vegas, Nevada. *Behavioral and Physiological Differences Between African and European Honeybee Workers* - Poster

Joe Domelowicz

From: Patrick Reffett
Sent: Thursday, July 6, 2023 10:10 AM
To: Joe Domelowicz; Laurie Wilson
Cc: Carin Kale; Bill Wilson
Subject: ZBA Reorganization

Good Morning – At the beginning of the July 5, 2023 Hamilton Zoning Board of Appeals meeting last night a number of board votes took place to reform the Board. Their votes recommend to the Select Board the following:

Bruce Gingrich – Chair

Andrea Philip – Member

Steven Derocher – Member

David Perinchief – Associate Member

Please let me know if there are questions. Thank you for your assistance in this matter.

Regards,
Patrick Reffett
Director of Planning & inspections



Local HW Fall Festival

September 17, 2023 12PM-5PM
Railroad Avenue, Hamilton



Local HW

Dedicated to supporting and promoting the vibrancy of Hamilton and Wenham's businesses and entrepreneurs through marketing, promotions and engaging events that foster a sense of community. We are a non-profit 501c3, Main Street-certified organization that recognizes the power of shopping locally and we understand that businesses located in our towns, or businesses owned by the residents in our towns, are more likely to keep their dollars in our community and enrich our collective quality of life. We say 'yes' to new ideas.



Fall Festival

The Fall Festival provides a platform in which local business owners can become visible to the larger community and it's a great opportunity for the community to come together for some fun!

Date: Sunday, September 17th 12-5pm

Estimated attendance: 1,500



Why is it beneficial?

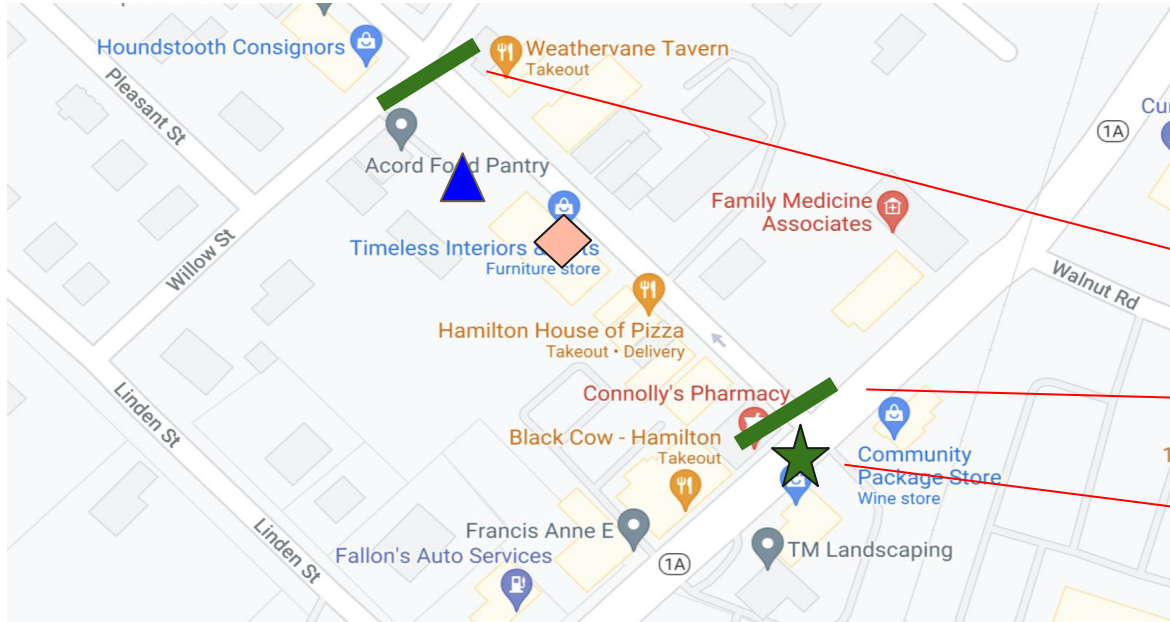
- It makes our business community visible to the people who can support them the most, providing them with a willing audience for their offerings; putting local businesses on their radar for their daily shopping choices.
- It connects our businesses with our community
- It promotes local exchanges that enrich our community and strengthen relationships



Event Programming

- Pop-up Vendors
- Music
- Beer & Wine
- Food & Desserts
- Entertainment

Hamilton Police and Fire Recommend:



Beer/Wine garden



Music

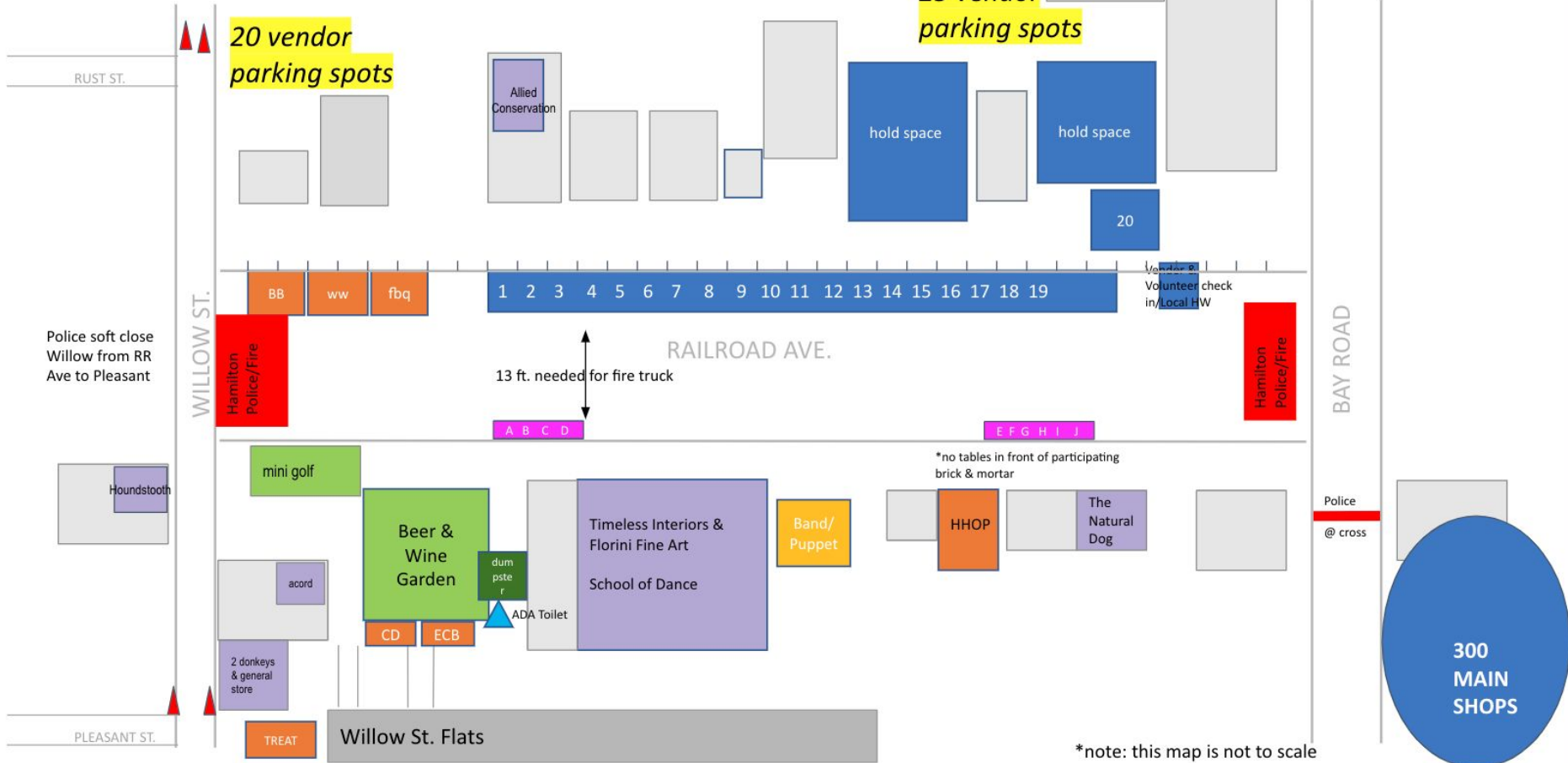
Police road blocks:

1. Intersection of Railroad and Willow;

2. Intersection of Railroad and 1A

Officer at crosswalk on 1A

2023 Local HW Fall Festival Event Map





We Ask....

- Permission to close off Railroad Ave. between 1A and Willow St.
- Approval of One-Day Liquor License for Essex County Brewing and Cellar Door to offer alcohol in a secured and gated 'beer garden' at the Willow/Railroad south west parking lot
- Champion this event and welcome the community



Questions?

Thank you for your time tonight!



Energy Systems Group (ESG), is pleased to be working with Hamilton on this Historic Town Hall Net Zero project that:

- Reduces energy use and carbon emissions while increasing resiliency.
- Leverages federal grants like IRA and 179D, state grants and utility rebates toward electrification goals.
- Provides alternative financing options that guarantee and leverage savings from energy efficiency projects.
- Meets the Town's timelines to complete the IGA and construction in support of grant funding deadlines.

ESG is committed to making this project a success, and helping Hamilton build on its strong record of environmental and financial stewardship. Our team is 110% driven by a tone and culture of collaboration, communication, and **YOUR priorities and goals**.

Our partnership demonstrates that our project team has the right New England experience. ESG's New England team has been **strategically assembled based on their experiences in this market**, and has access to all the resources ESG provides as a leading, NAESCO-certified, national energy service company. Our team has a truly unique perspective, as we bring extensive experience from the customer side of the table that is demonstrated in our collaborative and transparent approach to project development and execution **with dedicated on-site resources experienced in the local market**.

- Bill Garbati, our Senior Business Development Manager, worked with two other ESCOs including projects with Newton, Lawrence, Methuen, Wayland and Fall River, and having worked for the largest NE Utility.
- Christian Michel, our Senior Performance Engineer, previously worked at Celtic Energy, Inc. (now NV5) in an owner's engineer/owner's PM role, as well as working as a project developer and M&V engineer for other major ESCOs in NE. Christian resides in MA and his local projects include Chelmsford, Watertown, Hamilton, Wenham and Swampscott.

ESG has completed over \$140 million in projects with historically significant components, including projects developed for:

1. Peach County Law Enforcement Center | Georgia
2. Knox College Theater & Library | Illinois
3. Chicago Theater | Illinois
4. Boone County Courthouses (2), Annex & Key Bank | Indiana
5. City of Madison Police Station & City Hall | Indiana
6. Kentucky State University Library | Kentucky
7. Boone County KY Jail | Kentucky
8. Coppin State University HBCY | Maryland
9. Howard County Detention Center | Maryland
10. Anson County Government Law Enforcement | North Carolina
11. Licking County Justice Center | Ohio
12. Shelby County Courthouse | Ohio

Over 30 ESG projects have included buildings and sites listed on the National Historic Register. These include municipal buildings, college facilities, theaters, and hospitals.

We will deliver a project that the Town and ESG will be proud of and that will help the Town achieve deserved recognition for continued environmental and operational stewardship. We are confident that you will find that ESG has the demonstrated expertise with historic Town buildings including heat pump energy systems to earn the own's trust and collaborate with the Town's Energy Manger, Vicky Masone to assist in ongoing development of funding and grants opportunities on a path to decarbonization and resiliency.

A large graphic element consisting of several parallel diagonal stripes in shades of blue, yellow, and grey, extending from the left side of the slide towards the right. A solid blue rectangular box is positioned on the right side of these stripes.

Hamilton Town Hall, MA

Comprehensive Energy Infrastructure Project (CEIP)

July 17, 2023

Presented by:

Bill Garbati
Christian Michel

energysystemsgroup.com

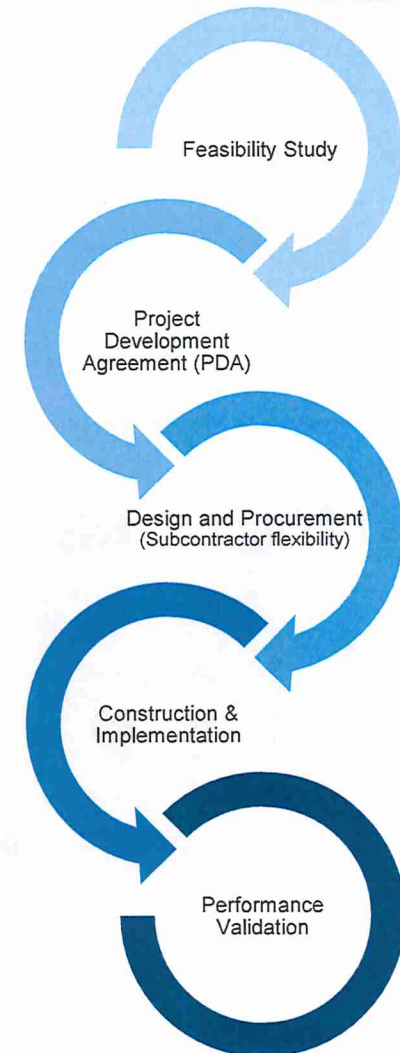
Hamilton Town Hall Preservation

- Maintains **Historic Nature** of Building
- Utilizes the Design of **LLB Architects** (includes elevator, compliance)
- **Redesigns** Energy Systems
- **Decarbonize** and Target Net Zero (Geothermal/Solar)
- Leverage Federal and State **Grant Support**
- Use Operational and Maintenance **savings**
- Partnership Approach Allows for Better Control of Subcontractors to **Support Community Goals**
- Community has a **Comprehensive Project** vs a Limited Project (Public Safety Building)
- **Hamilton WINS** with a **Historic Net Zero Town Hall** to Lead by Example!



The CEIP Approach

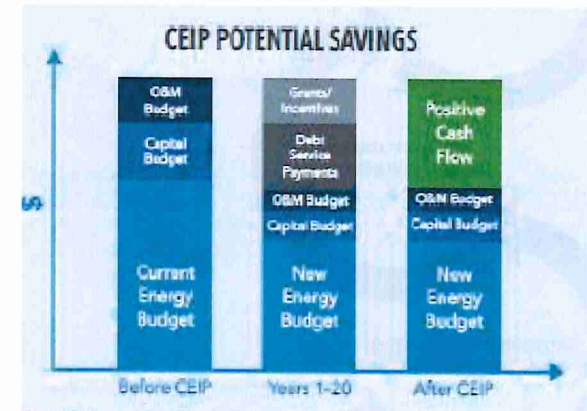
- Review the Opportunity - Completed ✓
 - Feasibility Study (BOE/PEA)
 - Capital Improvement Plan
 - Energy Related Goals
 - Architectural plans
- Project Development Agreement
 - 2-3 Month Project Development
 - 3 Customer Workshops
 - Baseline, Scope, Finance/Funding
 - Costing and subcontractor confirmation
- Project Approvals and Contract Execution
- Project Implementation (Schedule Following)
- Commissioning / Performance / Outreach



Hamilton Town Funding Strategy

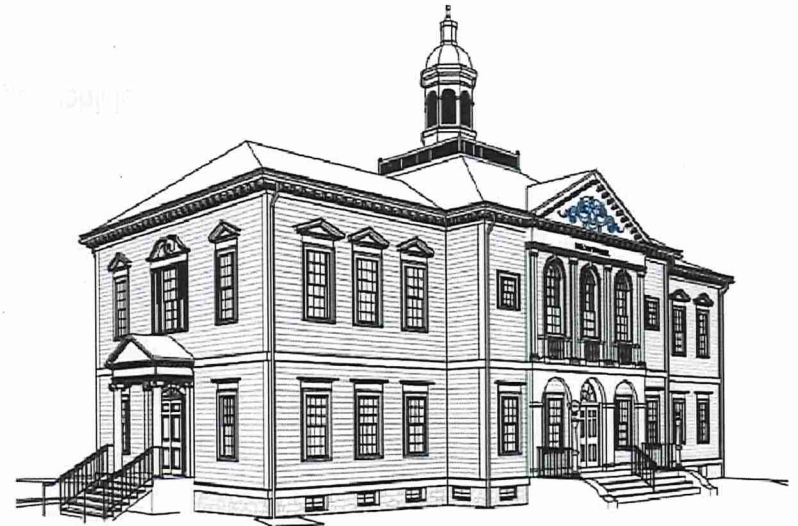
Project Value (est.)	\$	8,500,000
Community Preservation (CPC)	\$	4,500,000
Free Cash Budget	\$	2,000,000
Utility Rebates	\$	140,000
IRA Direct pay grants	\$	200,000
Green Communities Grant	\$	500,000
Buildings UP Phase 1	\$	200,000
Tax Exempt Lease (TELP)	\$	500,000
Buildings Up (2) or TELP (+)	\$	460,000

*Apply for \$1M Buildings Up (2) - TELP for shortfall



Hamilton Town Hall Schedule

Activity	Date
Present Concept to HEIC and HWCAT	June
Project Development Agreement Executed	June
Discuss with Hamilton Select Board	July
Apply for Buildings UP Phase 1 Grant	July
Project Development	July – September
Town Stakeholder Engagement (Fin/Cap)	August – September
Contract Agreement Developed	September – October
Presentation Package for Town Meeting	October
Town Meeting	November 4, 2023
Execute Contract	November
Start Construction (approx.. 18 Months)	December



HAMILTON TOWN HALL PRESERVATION
DESIGN AND CONSTRUCTION SERVICES

VIEW FROM BAY ROAD



Hamilton Town Hall Savings



Total 732 MMBtu / year | Electric 45,980 kWh / year | 5,754 Gas therms / year

*preliminary savings estimates and are not the result of our modeling effort.. which is underway!



▪ \$18,917 / year



▪ Greenhouse Gas – 63 mTons/year



▪ 1,042 Tree Seedlings Grown for 10 years

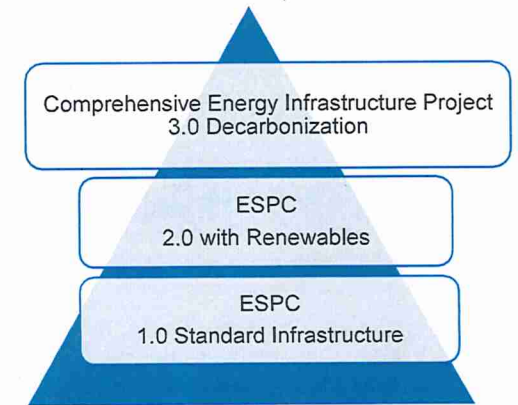


▪ Car Emissions

- ✓ 161,580 miles driven by an average gasoline-powered passenger vehicle
- ✓ 14.1 gasoline-powered passenger vehicles driven for one year
- ✓ 7,093 gallons of gasoline consumed

Why Partner with ESG?

- Comprehensive Energy Infrastructure Projects (CEIP) is what we do!
- ESG is a **nationally recognized and accredited** Energy Services Company (ESCO), DCAMM certified, TIPS National Cooperative Awarded
- Completed **over 30 projects** in Historical Buildings
- Design/Build Approach **Saves Time, Money and Provides Accountability**
- **Leveraging** Inflation Reduction Act (IRA)/ITC, Green Communities Grants, Buildings Up Grants and NGRID Rebates
- Focused on Community Needs
 - Deferred maintenance backlog
 - Compliance
 - Municipal energy & carbon reduction goals
 - Available grant funding



**Town of Hamilton +
ESG + Teamwork =
SUCCESS**

Thank You!



Main Point of Contact:
Bill Garbati, Sr. Business Development Manager
860-235-5045 | bgarbati@energysystemsgroup.com



Joe Domelowicz

From: Patrick Reffett
Sent: Sunday, June 11, 2023 11:04 AM
To: Joe Domelowicz; Bill Wilson
Subject: Fwd: External Email Warning Project budget and scope of work for next phase
Attachments: Barrett Planning_Hamilton MP 06102023.pdf

FYI
Get [Outlook for iOS](#)

From: Judi Barrett <judi@barrettplanningllc.com>
Sent: Sunday, June 11, 2023 10:14 AM
To: Bill Wilson <bwilson@hamiltonma.gov>; Patrick Reffett <preffett@hamiltonma.gov>
Cc: Tyler Maren <tyler@barrettplanningllc.com>
Subject: External Email Warning Project budget and scope of work for next phase

Hi Bill and Patrick,

A few weeks ago, one (or both?) of you asked how much is left in our existing contract with you. I held off on responding because I knew we were about to send another invoice.

As of now, we have exactly \$30,000 left to invoice under our existing agreement with the Town. I expect that will be enough to cover our time helping the Town develop draft and final versions of the vision and master plan goals and produce the inventory, vision, and goals in final form (desktop publishing).

I've put together the scope for implementation services and attached it here. It's in the form of a letter proposal to Joe, as I did with the original scope of work last fall. Please let me know if you have any concerns or questions about it. If not, I would be happy to send it along to him.

You will see that for these upcoming pieces of the plan, I've built in time to work with Town departments in addition to the committee. This is because much of the master plan implementation work falls to Town staff to carry out, so it's really important to include them in determining what the Town should do and can do, and when.

Thanks for your patience. We are really enjoying working with Hamilton and helping all of you move forward with the master plan process!



Judi Barrett
Barrett Planning Group LLC
350 Lincoln Street, Ste 2503
Hingham, MA 02043
(p) 781-934-0073



June 10, 2023

Joseph J. Domelowicz Jr., Town Manager
577 Bay Road
P.O. Box 429
Hamilton, MA 01936

Reference: Hamilton Master Plan

Dear Joe:

We would be delighted to continue working with the Town to complete the Master Plan by providing the following services to the Town and the Master Plan Committee:

Task 5. Key Issues

- Meet with the Master Plan Committee, Town department heads, and the schools to identify and prioritize critical Master Plan issues (two meetings).
- Draft and complete the Key Issues chapter.
- Distribute to the MPC and Town/school department staff for comments (one round of comments).
- Revise and submit the final Key Issues chapter.

Task 6. Recommendations and Implementation Plan

- Consult with the Master Plan Committee and Town staff about draft recommendations for each element of the plan, responding to the Committee's vision and goals, and the key issues chapter (two meetings).
- Prepare draft recommendations and distribute to the MPC and Town/school department staff for comments.
- Transfer the revised/final recommendations to an Implementation Plan chart and distribute to the MPC and Town staff for comments (one round of comments).
- Revise and submit final Implementation Plan.

Task 7. Master Plan Completion

- Compile the Vision and Goals, Inventory and Assessment, Key Issues, and Implementation Plan into the draft Master Plan report with all text, charts, maps, tables, and so forth; submit for MPC, Town staff, and Planning Board review.
- Design and conduct a public meeting to present the plan to the community.

- Review and incorporate, as appropriate, comments on the draft plan. (One round of comments.)
- Provide final Master Plan in PDF format. Note: the document will be produced in Adobe InDesign. We will provide the native text files at the Town's request, along with native Excel and GIS files.

Resources and Services Needed from the Town

The Town will need to be responsible for the following tasks:

- Post Master Plan Committee meetings and agendas with the Town Clerk
- Maintain and file meeting minutes with the Town Clerk
- Assist the Committee with distributing outreach and engagement materials

Timeline

We see this as a four to five-month endeavor depending on the time required to consider MPC, staff, and public comments.

Fee for Services

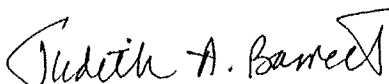
For the tasks described above, we will charge \$31,500 as follows:

Task 5	\$6,500.00
Task 6	\$17,500.00
Task 7	\$7,500.00
Total	\$31,500.00

We will invoice the Town at the beginning of the month for work performed during the previous 30 days. Invoices will be based on percent completion, by task, accompanied by a progress report. Per our normal billing policies, we will charge for out-of-pocket expenses at our actual cost, not to exceed \$500 and only with prior approval from the Town, and for mileage at the IRS rate for in-person meetings in Hamilton.

Please let me know if this works for you! Thank you.

Sincerely,
BARRETT PLANNING GROUP LLC



Judith A. Barrett
Owner and Managing Member
82-1066293



Town of Hamilton
Finance Department
577 Bay Rd.
Hamilton, MA 01936
P: 978.626.5215
www.hamiltonma.gov

Alex Magee
Finance Director

TO: Joseph Domelowicz, Town Manager
FROM: Alex Magee, Finance Director
DATE: September 27, 2022
SUBJECT: ARPA Funds - Status and Requests

The American Rescue Plan Act passed by congress and signed into law in March of 2021 brought significant unexpected funding to municipalities across the country. Municipal governments that received less than \$10,000,000 in funding (Hamilton received just over \$2.4 million) are allowed to utilize all of this funding as revenue replacement, and can expend it towards any qualifying governmental service.

To date, the Town of Hamilton Select Board has *authorized spending of \$1,633,250* spread across 4 projects:

1. \$50,000 - Ongoing public health response to the COVID-19 Pandemic
2. \$1,400,000 – GAC Pre-Filtration Project (Water)
3. \$83,250 – Municipal Employee Pandemic Stipends
4. *\$100,000 – Asbury Grove Backflow Project (*tentatively agreed amount, pending bid results etc. See update below)

To date, the Town has *actually spent \$149,505* spread across 3 projects:

1. \$59,159 – Ongoing public health response to the COVID-19 Pandemic
2. \$0 – GAC Pre-Filtration Project (Water)
3. \$79,250 – Municipal Employee Pandemic Stipends
4. \$11,096 – Asbury Grove Backflow Project

The \$149,505 actually spent to date seems low, considering what has been approved, and is due to a strategic spending plan within these various ARPA categories - namely the GAC Pre-Filtration Project, which also included a large amount (\$2.5m) of borrowed funding. The Finance Department advised against spending from ARPA funding during Fiscal 2022, which likely would have necessitated a costly “Federal Single Audit” (required if over \$750,000 in aggregate federal grant funding is spent in any given fiscal year), and instead expending from our borrowed funds first. It is expected that the project spending will begin utilizing ARPA funding in the near future, and the Town anticipates needing to perform a Single Audit in FY23.

Requests for Additional ARPA Funding:

Asbury Backflow Project - \$3,904 in additional funding - The town performed design and bid work related to the Asbury Grove Backflow project. While this work was ongoing, the Town met with representatives from Asbury Grove, who generously agreed to offer \$50,000 towards the completion of the project. The most advantageous (and lowest) bid the town received includes an all in (inclusive of design) bid price of \$165,000. Given the \$11,096 already spent on design, the \$50,000 received from Asbury Grove, and the original tentatively agreed request of \$100,000 in ARPA funding, the administration is requesting an additional \$3,904 in ARPA funding to complete this project. This will bring the total request related to this project to \$115,000.



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Alex Magee
Finance Director

Public Health Response - \$25,000 in additional funding – The town has already spent beyond the initial \$50,000 authorized amount in this category. Given the state of the COVID-19 response in town, the administration is requesting an additional authorization of \$25,000, bringing the total to \$75,000, which we anticipate will carry us through the spring of 2023, where additional discussions will determine future use in this category. Over the last 6 months, the town has spent an average of \$1,740 per month in this category. This monthly amount informs our requested increase to \$75,000.

Strategic Plan Funding - \$65,000 in funding – The Town administration has met with the administrators of the Gordon Conwell Theological Seminary to discuss the future of that property. Given the large space and the unique characteristics of the GCTS property, the Town is seeking the guidance of a professional planning consultant with specific expertise in this type of redevelopment/rezoning project, to assist in the formation of a strategic plan for the future use of that property. Gordon Conwell has agreed to financially contribute to this effort. The Town is seeking \$65,000 in ARPA funding to expend towards a consultant with expertise in this area.

Summary of requests/approvals including updates

1. \$75,000 – Ongoing Public Health Response to COVID-19 Pandemic
2. \$1,400,000 – GAC Pre-Filtration Project (Water)
3. \$79,250 – Municipal employee stipends
4. \$115,000 – Asbury Grove Backflow Project
5. \$65,000 – Strategic Plan

Total Requested/Authorized: \$1,734,250

Total Unencumbered/Available for Future Use: \$672,249

**Town of Hamilton
ARPA Funds Detail**

	FY22		FY23		REPORTED April 2022	TO REPORT April 2023
Cash Receipts						
	7/31/2021	781,906.19		8/4/2022	421,343.27	
	8/31/2021	<u>421,343.27</u>		9/30/2022	<u>781,906.18</u>	
		<u>1,203,249.46</u>			<u>1,203,249.45</u>	<u>2,406,498.91</u>

REPORT - WAGES AND CONSULTING						
Payroll/Stipends						
	11/6/2021	3,637.60		9/10/2022	79,250.00	
	11/20/2021	3,869.63				
	12/4/2021	3,762.51				
	12/18/2021	6,094.91				
	1/1/2022	2,950.13				
	1/11/2022	733.88				
	1/29/2022	420.38				
	2/12/2022	199.50				
	2/26/2022	92.63				
	3/12/2022	203.07				
	3/12/2022	<u>(1,924.35)</u>				
		<u>20,039.89</u>			<u>79,250.00</u>	
					<u>21,761.17</u>	<u>77,528.72</u>
						<u>99,289.89</u>
Consultative Services						
See Detail		<u>3,011.25</u>			<u>4,476.25</u>	<u>57,411.25</u>
						<u>52,935.00</u>
Total		<u>23,051.14</u>			<u>26,237.42</u>	<u>156,701.14</u>

REPORT - COVID SERVICES						
Voice Data & Video Service						
NEXTEL	11/19/2021	93.58				
NEXTEL	12/10/2021	92.98				
NEXTEL	1/14/2022	92.98				

Old Sturbridge Village	Central	2023	Capital ▼
On Stage Theatrical Productions	Southeast	2023	Capital ▼
Origination Cultural Arts Center	Greater Boston	2023	Capital ▼
Orleans Historical Society	Southeast	2023	Feasibility ▼
Otis Historical Commission	Western	2023	Capital ▼
Patton Homestead	Northeast	2023	Capital ▲



Grant: \$87,000

Location: Hamilton

Description: To create a covered outdoor space on the grounds of the historic Patton Homestead.

Porter-Phelps-Huntington Museum and Foundation	Western	2023	Feasibility ▼
Punto Urban Art Museum	Northeast	2023	Capital ▼



99 High Street
Boston, MA 02110

June 14, 2023

Main: 617-330-2000
Fax: 617-330-2001

Joseph Domelowicz, Jr.
Town Manager
Patton Homestead
650 Asbury Street
South Hamilton, MA 01982-1321

massdevelopment.com

Dear Mr. Domelowicz, Jr.:

Congratulations! I am pleased to inform you that the Patton Homestead request for a Capital Grant ("Grant") from the Cultural Facilities Fund ("Fund") has been approved in the amount of \$87,000 subject to the requirements in the attached Process Memorandum and Grant Agreement. The project for which the Grant has been approved is for creating a covered outdoor space on the grounds of the historic Patton Homestead.

Maura Healey
Governor

MassDevelopment and our partners in this program, Mass Cultural Council, Secretary of Economic Development Yvonne Hao and the Healey Driscoll administration recognize the significant contributions that cultural facilities such as yours provide to the Massachusetts economy. We are confident that this grant will benefit not only your organization, but the Commonwealth as a whole. Thank you for your commitment and perseverance.

Kim Driscoll
Lieutenant Governor

MassDevelopment helps to build the communities of the Commonwealth by stimulating economic development. We recognize the importance of working closely with cultural institutions and municipalities throughout the Commonwealth and are delighted that the Cultural Facilities Fund expands our opportunities to provide financial assistance to worthwhile projects such as yours.

Dan Rivera
President and CEO

If you have any questions, comments, or concerns, please contact Lillian Muñoz, by phone at 617-330-2066 or email at lmunoz@massdevelopment.com.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Rivera", with a horizontal line extending to the right.

Daniel Rivera
President & CEO
MassDevelopment

Enclosures: Process Memorandum
Sample Capital Grant Agreement

cc: Jay Paget, Program Director, Mass Cultural Council
Lillian Muñoz, Cultural Facilities Fund Portfolio Manager, MassDevelopment

Joe Domelowicz

From: Patrick Reffett
Sent: Monday, July 10, 2023 9:05 AM
To: Bill Wilson
Cc: Joe Domelowicz
Subject: RE: PERSONAL & CONFIDENTIAL - Master Plan Steering Comm Meeting - MY Rightsizing Thoughts

OK – Why don't we keep Kristin Pieper then so we have 7 – if she wants to jump off we'll deal with it.

Thx – I'll let Tyler know if you're OK with this so he can send out the homework.

Patrick

From: Bill Wilson <bwilson@hamiltonma.gov>
Sent: Monday, July 10, 2023 9:00 AM
To: Patrick Reffett <preffett@hamiltonma.gov>
Cc: Joe Domelowicz <jdomelowicz@hamiltonma.gov>
Subject: RE: PERSONAL & CONFIDENTIAL - Master Plan Steering Comm Meeting - MY Rightsizing Thoughts

I am good with your recommendation as all have replied with a commitment.

Only concern is Jack as he committed as well as I am not sure we simply remove him. Is it not advised to have an even number of members. Not a lot of votes remaining, just looking for member feedback on assignments.

1. Bill Wilson
2. Rosie Kennedy
3. Dana Allara
4. Marnie Crouch
5. Ted Acworth
6. Jack Lawrence. (did reply and committed.

I am fine remaining as chair but would like to add a vice chair or secretary to keep up with minutes.

Bill Wilson
Master Plan Steering Committee



From: Patrick Reffett
Sent: Monday, June 26, 2023 2:33 PM
To: Bill Wilson
Cc: Joe Domelowicz
Subject: PERSONAL & CONFIDENTIAL - Master Plan Steering Comm Meeting - MY Rightsizing Thoughts

Bill – below would be a 5 person committee reformation (with one of the members taking the Chair spot). This removes those that have advised us they have scheduling difficulties , etc ect. I also propose to take Emil off so as to not over represent the planning board on the group. I have taken the liberty of proposing to take Jack off – he never

Joe Domelowicz

From: Bill Wilson
Sent: Monday, July 10, 2023 3:42 PM
To: Joe Domelowicz; Patrick Reffett
Cc: Shawn Farrell
Subject: RE: External Email Warning RE: External Email Warning RE: What I think will be a quick question...

Yes I think we should.

We have a commitment for 6 who want to continue.

Not sure if an even number of members makes sense but I am not a fan of telling someone they cant stay on.

Remaining work is editing chapters and consolidating feedback so not a lot of motions to vote on.

I recommend we keep all 6

Bill Wilson
Master Plan Steering Committee
Chair



From: Joe Domelowicz
Sent: Monday, July 10, 2023 12:30 PM
To: Patrick Reffett; Bill Wilson
Cc: Shawn Farrell
Subject: FW: External Email Warning RE: External Email Warning RE: What I think will be a quick question...

Bill and Shawn,
Do you want me to add this as an item for a vote next Monday?

Joe

From: Thomas McEnaney <TMcEnaney@k-plaw.com>
Sent: Monday, July 10, 2023 12:28 PM
To: Joe Domelowicz <jdomelowicz@hamiltonma.gov>
Cc: Michael D'Ortenzio, Jr. <mdortenzio@k-plaw.com>; Thomas McEnaney <TMcEnaney@k-plaw.com>
Subject: External Email Warning RE: External Email Warning RE: What I think will be a quick question...

Joe:

Thank you for the additional information. In my opinion, the Select Board should vote to reconstitute the Master Plan Steering Committee. As I indicated, the Open Meeting Law, G.L. c.30A, §18, sets the quorum as a simple majority of the Committee. Since the Committee consists of 9 members, a quorum of at least 5 members must be present in order for the Committee to meet and conduct any business at a duly constituted meeting under the Open Meeting Law. Simply allowing the Committee members to attrit out will not result in a reduction of the quorum requirement. Therefore, in our opinion, the best option is to reconstitute the Committee so that it includes fewer members.

In this regard, the Board has a couple of options. The Board could simply decide to amend its prior vote to reduce the number of members of the Committee from 9 to 5 members. Alternatively, the Board could vote to dissolve the current Committee and vote to establish a new Committee (e.g. Master Plan Implementation Steering Committee) as I understand the work of the current Committee is virtually complete. This will ensure that there is a quorum present at future meetings to complete the Committee's duties.

Finally, I note that Chapter III, Section 2 of the Town By-Laws requires that "[t]he Select Board shall determine that all elected boards and appointed committees are organized within a reasonable time and that notification thereof to the Town Clerk has been given." Should the Board reconstitute the Committee or vote to create a new committee, it will need to ensure that the Committee reorganizes and gives notice to the Town Clerk, so that all oaths of office, Open Meeting Law, and Conflict of Interest Law requirements can be met.

If you have any questions, please do not hesitate to contact me.

Thanks.

Tom

Thomas W. McEnaney, Esq.

KP | LAW

101 Arch Street, 12th Floor

Boston, MA 02110

O: (617) 556 0007 **dial 9999 if prompted for a 4-digit code

F: (617) 654 1735

C: (781) 771 0506

tmcenaney@k-plaw.com

www.k-plaw.com

From: Joe Domelowicz <jdomelowicz@hamiltonma.gov>

Sent: Monday, June 26, 2023 3:20 PM

To: Thomas McEnaney <TMcEnaney@k-plaw.com>

Cc: Robin Stein <RStein@k-plaw.com>; Michael D'Ortenzio, Jr. <mdortenzio@k-plaw.com>

Subject: RE: External Email Warning RE: What I think will be a quick question...

Hope Tom is enjoying his time away now.

Michael, nice to meet you,

The Master Plan Steering Committee was formed at the outset of the Master Plan process by a vote of the Select Board who appointed a nine member committee with the goal of steering the process, ensuring widespread community input and reviewing/editing the consultant's material to make suggestions and offer guidance specific to Hamilton.

The original committee included a member of the Select Board, a member of the Planning Board, a member of the Conservation Committee, a member of the Finance and Advisory Committee and a Hamilton member of the regional school committee, along with four community members. Last fall (Nov. '22) after almost a year of work, we had to re-set the committee due to some lack of focus and incomplete work product from the consultants...we selected a new consultant and added two more community members.

The new consultant and the new members reinvigorated the group and since, they have made good progress...their work will be essentially done in August. They have asked the Select Board to consider adding a in Implementation Phase/Section and have received a proposal from the current consultant for that work. However, not all of the members are interested in remaining on the committee and a couple of others have lately be ineffectual. The current chair, who is also on the Select Board would like to see us go down to five members focused on the Implementation Phase/Section...should we have the Select Board formally vote on a new MPSC reconfiguration, similar to what we did when we added two members last Fall?

If you have other questions or would like to discuss, please feel free to contact me directly.

Best regards,
Joe Domelowicz

Joseph J. Domelowicz Jr.

Town Manager
jdomelowicz@hamiltonma.gov
(o)978-626-5202
(m)617-290-7060

Thanks for any feedback yo

From: Thomas McEnaney <TMcEnaney@k-plaw.com>
Sent: Thursday, June 22, 2023 6:36 PM
To: Joe Domelowicz <jdomelowicz@hamiltonma.gov>
Cc: Robin Stein <RStein@k-plaw.com>; Thomas McEnaney <TMcEnaney@k-plaw.com>; Michael D'Ortenzio, Jr. <mdortenzio@k-plaw.com>
Subject: External Email Warning RE: What I think will be a quick question...

Joe:

I am not going to get to this before I have to leave. Yes, a quorum is a majority of the members of a board or committee (e.g. 5 members, 3 is a quorum), and in most cases, a quorum can take action, although there are certain instances where a majority of certain boards (as opposed to simply a quorum) is required for an action to be effective. In order to answer the question regarding the Master Plan Steering Committee, we will need to know how the Committee was created (Town Meeting vote, bylaw, etc.) and the specifics regarding membership.

I have asked my colleague, Michael D'Ortenzio, to review this and get back to you next week.

If you have any questions, please do not hesitate to contact me.

Thanks.

Tom

Thomas W. McEnaney, Esq.
KP | LAW
101 Arch Street, 12th Floor
Boston, MA 02110
O: (617) 556 0007 **dial 9999 if prompted for a 4-digit code
F: (617) 654 1735
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Proposed Town of Hamilton - Special Town Meeting Prep Calendar for November 6, 2023

Code	Updated Dates	Meeting Type	Activity
1	6/20/2023		Select Board Meeting
2	6/22/2023		Finance and Advisory Committee Meeting
3	6/27/2023		Planning Board Meeting
4	7/11/2023		Planning Board Meeting
5	7/13/2023		Finance and Advisory Committee Meeting
6	7/17/2023		Select Board Meeting - Open Warrant for Nov. 6 STM
7	7/25/2023		Planning Board Meeting
8	7/27/2023		Finance and Advisory Committee Meeting
9	8/1/2023		Planning Board Meeting
10	8/7/2023		Select Board Meeting- Close Warrant for Nov. 6 STM
11	8/10/2023		Finance and Advisory Committee Meeting
12	8/15/2023		Planning Board Meeting
13	8/21/2023		Select Board Meeting
14	8/24/2023		Finance and Advisory Committee Meeting
15	9/5/2023		Planning Board Meeting
16	9/5/2023		Select Board Meeting
17	9/7/2023		Finance and Advisory Committee Meeting
18	9/18/2023		Select Board Meeting- Finalize Warrant Language and Initiate Script Prepration
19	9/19/2023		Planning Board Meeting
20	9/21/2023		Finance and Advisory Committee Meeting
21	10/2/2023		Select Board Meeting - Possible Option for Joint Meeting
22	10/3/2023		Planning Board Meeting
23	10/5/2023		Finance and Advisory Committee Meeting - Possible Option for Joint Meeting
24	10/16/2023		Select Board Meeting
25	10/17/2023		Planning Board Meeting - Public Hearing on Zoning Articles
26	10/19/2023		Finance and Advisory Committee Meeting - Finalize Book of Recommendations
27	10/20/2023		Send Warrant and Book of Recommendations to the Printer*
28	10/23/2023		Last Day to Post Warrant with Constable
29	10/27/2023		Mail Warrant and Book of Recommendations to residents
30	11/6/2023		Town Meeting

Finance Committee Involvement
Select Board Involvement
Multiple Boards Involvement
Planning Board Involvement
Capital Preservation Involvement
Capital Committee Involvement

Updated Proposed Warrant Articles for Nov. 2023 Special Town Meeting

- Bills of a prior year
- Approve CPC Request for Town Hall Renovation Funding
- Approve Free Cash Request for Town Hall Renovation Funding
- Approve Brown's Hill (Gordon Conwell) Overlay District
- Approve Amendment to Groundwater Protection Overlay designation on Brown's Hill
- Approve New Senior Tax Deferral Program (initiated by Jay Burnham and others)
- Approve New Septic Loan Program (initiated by Board of Health and others)