

**TOWN OF HAMILTON**  
**FINANCE AND ADVISORY COMMITTEE**  
**Minutes of Meeting**  
**July 12, 2023**  
**Via Zoom**  
6:30 pm

**FinCom Members Present:** Christina Schenk-Hargrove, John McGrath, John Pruellage, Harry Philip, Alex Rindels, Drew DiMartino (Associate member)

**Not in attendance:** -----

**Also in attendance:** Joe Domelowitz – Town Manager  
Wendy Markiewicz – Town Finance Manager

**Call to Order**

This FinCom meeting was called to order by Christina Schenk-Hargrove at 6:33PM with a quorum established via a roll-call.

**Public Comment:** No members of the public were present.

**Committee Reorganization**

As this is the first meeting of the new year the Finance and Advisory Committee agreed to vote on officers for the upcoming year:

- John Pruellage made a motion to appoint John McGrath as Chairman for the upcoming year. Harry Phillip seconded the motion. A roll-call vote was unanimous in favor.
- John McGrath made a motion to appoint Harry Phillip as Vice-Chairman. John Pruellage seconded the motion. A roll-call vote was unanimous in favor.
- Harry Phillip made a motion to appoint Alex Rindels as Secretary. John Pruellage seconded the motion. A roll-call vote was unanimous in favor.

**Discussion of any Finance Related Updates with the Town Manager and/or Finance Director.**

Finance Director Updates – Wendy Markiewicz attended the meeting and the following topics were discussed:

- **Wendy** – The Finance department is in the process of closing out the year .
- **Town Accountant** – An offer made and accepted on a new staff member – July 31<sup>st</sup> start date.
- **Town Meeting** – November 6<sup>th</sup> scheduled for Special Town Meeting. (Monday...Night)
  - Joe Domelowicz mentioned possible Warrant Articles.
    - Citizens petition – Turf Fields
    - Town Hall – 2 items \$2.5M (\$2.0M + \$0.5M)
    - Tax Deferral program -
    - Septic Program
- **Gordon Conwell** – Announced they are now...not planning to move to Boston.
  - They indicated they would like to sell-off the apartments in a “Market Rate” transaction
  - Tuesday morning – Joe indicated he will be meeting with stakeholders to discuss next steps
    - Joe will circle back to the FinCom after meeting with stakeholders.

- **Chebacco Road** – Construction – The project is “Out to bid “ which will involve repaving part of the road and paving the unpaved road.
- **Fuel tanks** – Tanks have been pulled and new tanks will be relocated to a more favorable spot in the DPW Yard.
- **Munis System upgraded:** Wendy reported that the finance department will be upgrading the “Munis” system.
- **Cell Tower:** Discussion centered on the potential need for another cell tower possibly at the Public safety building.
- **Budget Schedule** – The committee expressed interest is starting the process as early as possible in partnership with the School District

#### **Fiscal Year Fund Transfers:**

- Fund transfer discussion - some transfers were made.
- Some monies were moved – follow-up will be provided in recap from Wendy
  - Electric bills – Greenbacker – double paying for a time period - \$80k
    - Credits will be maintained and usable.
  - Litigation services
    - 1) Investigations – Employee
    - 2) Appeal to Planning Board 133 Essex
    - 3) Water Registrations – Restrictions – IRWA Suit

#### **Board of Health - Septic Loan Program**

- Joe provided a bit of background. Hamilton Foundation was recently approached for assistance. Upon research, it was determined this program previously existed in town. It is used for folks who need to replace their failed system. Early indication is that the administrative burden would be low and easily absorbed. This program is likely to be on the STM warrant.

**Gordon Conwell** - No updates regarding the Zoning discussion were available/presented at this meeting. A general discussion ensued.

#### **Liaison Updates –None**

#### **Agenda, date and time of Next Meeting:**

- The next meeting is scheduled Wednesday - July 26<sup>th</sup>
- Agenda:
- Liaison Assignments
- Planning

#### **Adjournment**

- Motion made to adjourn by Christina Schenk-Hargrove
- Motion was seconded by Alex Rindels
- Vote to adjourn was unanimous at 7:46PM
  - Votes: Christina, Harry, Alex and John M [John P departed the meeting at 7:30PM)

Respectfully submitted as approved at the September 20, 2023 meeting.

John McGrath – Chair – Fin Com