



Town of Hamilton
Select Board
Monday, January 6, 2025

- Caroline Beaulieu, Chair
- Bill Wilson
- Tom Myers
- Rosemary Kennedy
- Bill Olson

7:00 PM
Hamilton Wenham Public Library Meeting Room
14 Union St., Hamilton, MA

AGENDA

This is an IN PERSON meeting. As courtesy for the public, zoom access will also be provided via the below link. However, the meeting will not be terminated in the event that technological issues disrupt the zoom broadcast.

Join Zoom Meeting

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Meeting ID: 863 4069 2799

Passcode: 957834

One tap mobile

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7:00 p.m.	Call to Order
ANNOUNCEMENTS & BOARD OPENINGS	
	<p>Board and Committee openings: Conservation Commission – 2 openings</p> <ul style="list-style-type: none"> • Council on Aging - 2 associate openings • Cultural Council – 1 opening • Hamilton Development Corporation – 1 opening for a 3 year term • 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 at-large opening
	<p>Select Board and Town Manager Reports</p> <ul style="list-style-type: none"> • Department Head Report – Review of Fiscal Year 2026 Budget Process so far and current budget projections – Town Manager and Finance Director

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.

	<ul style="list-style-type: none"> • Public Comment – Three (3) minutes per person on items not already on the agenda
CONSENT AGENDA	
	<ul style="list-style-type: none"> • Approve minutes of December 2, 2024 Select Board meeting • Approve minutes of December 16, 2024 Select Board meeting
AGENDA	
7:15 p.m.	<ul style="list-style-type: none"> • Motion to Open the Warrant for Annual Town Meeting <ul style="list-style-type: none"> ○ Review updated Town Meeting and Budget Calendar ○ Review Draft list of possible Town Meeting Warrant Articles • New Business

Cemetery Deed: #1277



FY2026 REVENUE & EXPENSE SUMMARY

	FY25 Budget	FY26 Budget	\$ Change	% Change
Town Expenses				
Total Personnel Expenses	\$ 9,839,427	\$ 10,233,417	\$ 393,990	4.00%
Total Operating Expenses	\$ 4,869,565	\$ 4,885,485	\$ 15,920	0.33%
Total Debt Expenses	\$ 585,410	\$ 572,603	\$ (12,808)	-2.19%
Capital Improvement Expense	\$ 1,610,788	\$ -	\$ (1,610,788)	-100.00%
General & Capital Stabilization Appropriation from Free Cash	\$ 317,781	\$ 235,000	\$ (82,781)	-26.05%
TOTAL TOWN EXPENSES	\$ 17,222,971	\$ 15,926,504	\$ 314,322	-7.53%
School Expenses				
HW Regional Schools	\$ 23,375,176	\$ 24,439,362	\$ 1,064,186	4.55%
HW Regional Debt Service	\$ 1,438,690	\$ 508,603	\$ (930,087)	-64.65%
North Shore Vocational School	\$ 402,150	\$ 429,870	\$ 27,720	6.89%
NS Vocational Debt Service	\$ 24,209	\$ 51,992	\$ 27,783	114.76%
Total School Expenses	\$ 25,240,225	\$ 25,429,827	\$ 189,602	0.75%
TOTAL EXPENSES	\$ 42,463,196	\$ 41,356,331	\$ (1,106,864)	-2.61%
REVENUE & Other Financing Sources				
Tax Levy				
Current Levy Limit	\$ 34,217,155	\$ 35,218,767	\$ 1,001,612	2.93%
Debt Exclusions	\$ 1,788,953	\$ 853,541	\$ (935,412)	-52.29%
Total Tax Levy (RAISED)	\$ 36,006,108	\$ 36,072,308	\$ 66,200	0.18%
Allowance for Abate/Exempt (Overlay) Offset	\$ (250,000)	\$ (250,000)	\$ -	0.00%
State Local Aid (Cherry Sheet)	\$ 1,104,468	\$ 1,136,462	\$ 31,994	2.90%
Total Local Receipts	\$ 2,817,065	\$ 2,817,065	\$ -	0.00%
Transfers/Other Available Funds - Water Enterprise/Clark Fund	\$ 459,313	\$ 507,000	\$ 47,687	10.38%
Free Cash	\$ 1,826,241	\$ 1,074,540	\$ (751,701)	-41.16%
ARPA Funds	\$ 250,000	\$ -	\$ (250,000)	-100.00%
Overlay Release Funds	\$ 250,000	\$ -	\$ (250,000)	-100.00%
Total REVENUE & OFS	\$ 42,463,196	\$ 41,357,375	\$ (1,105,821)	-2.60%



FY2026 FREE CASH USE

\$	4,512,906	Certification on 9/18/2024
\$	<u>(500,000)</u>	Article 2024/9 2-2 Town Hall Building Project
\$	4,012,906	FY25 Balance
\$	<u>(2,019,231)</u>	5% Reserve of FY25 Projected Budget
\$	1,993,675	FY25 Available Free Cash
\$	-	FY26 Capital Expenditures
\$	(37,829)	FY26 Retirement Payouts
\$	(111,712)	FY26 Fire Dept Lease Purchases
\$	(125,000)	FY26 OPEB Transfer
\$	(550,000)	FY26 Pension Transfer (supplement a portion)
\$	(15,000)	FY26 General Code Software-Town Clerk
\$	(235,000)	FY26 Capital Stabilization Transfer
\$	<u>(8,931)</u>	FY25 Anticipated Prior Year Bills
\$	<u>910,203</u>	<u>Remaining Balance After Reserve</u>



Town of Hamilton
Select Board
Meeting Minutes of December 2, 2024

Pursuant to the Open Meeting Law, MGL Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Select Board members, a meeting of the Hamilton Select Board was posted for December 2, 2024 at 7:00pm. This meeting was held at the Hamilton Wenham Library, 14 Union Street.

The Select Board functions as the Chief Executive body of the Town. Its five members are elected to three-year terms with one or two seats up for election each year. The Board acts as the chief policy making body of the Town and directly supervises the activities of the Town Manager. The Select Board typically meets the first and third Monday evening at 7:00 p.m. Select Board: Caroline Beaulieu (2025); Thomas Myers (2025); Bill Wilson (2026); William Olsen (2027); Rosemary Kennedy (2027).

Call to order: Chair Beaulieu called the meeting to order at 7:02pm. Present: C. Beaulieu, Chair, B.Wilson, Vice-Chair, R.Kennedy, W. Olsen (joined late). Not present: T.Myers, Clerk.

Also present: Joseph J. Domelowicz Jr., Town Manager; and others as noted.

The Chair announced Board and Committee openings as displayed on the agenda:

- Conservation Commission – 3 openings
- Council on Aging - 2 associate openings
- Cultural Council – 1 opening
- Finance and Advisory Committee – 1 associate opening
- Hamilton Development Corporation – 1 opening for a 3-year term
- Historic District Commission - 2 openings for 3-year terms, 2 openings for 2-year terms
- Human Rights Commission - 1 opening

Select Board Member Reports:

- **R.Kennedy** – The Conservation Commission had two members resign as discussed at the previous meeting, and Virginia Cookson was recognized for her significant role on the committee. .
- **B.Wilson** – Hamilton Development Corporation has prepared a *draft* Meals Tax Policy; the document is currently with the Finance Committee for review.
- **Department Head Report: Council on Aging (COA), Health & Human Services, Director Theresa Woodbury** – The COA is wrapping up open enrollment on December 7. T. Woodbury noted she personally met with over 175 people to review their health insurance plans adding only 12 were not Hamilton residents, and she expects to see another 25 before enrollment closes. Since July, there have been over 2,000 participants through the Senior Center, and 20-40 people have been attending the open market. The COA received a grant together with Rowley to purchase iPads and Chromebooks. COA programs continue to be robust and well attended. The Holiday party will be December 17 at 12:00 at the Community House.
R.Kennedy noted the COA is a very small percentage of the Town budget, but there are significant financial needs. Laura Studley, Chair of the COA Board spoke regarding the COA and how active and vibrant it is. She requested financial support to help meet the growing demand of their client base, and noted the budget allocation is about 0.3% of the total Town budget, although the serve 20% of the population. She advocated for a part-time paid associate to focus on the underserved population of recently retired seniors. Dick Hewett, Vice-Chair of the COA Board also spoke regarding the lack of transportation options in Hamilton and requested to contract one van for the COA to fill the transportation needs, as other surrounding Towns do. He also highlighted the need for a wall to be added to the senior center in order to create two spaces for programming, instead of just one large space. He stressed the need for maintenance and making the COA building more attractive.
- **Public Comment:** Three (3) minutes per person on items not already on the agenda – *There was none.*

Agenda:

1. Tax Classification & Tax Rate Setting with Board of Assessors Chair Steve Ozahowski – Discuss & Vote

S.Ozahowski opened the Board of Assessor's meeting and reviewed there were several determinations involved in setting the tax rate. He started with the open space exemption, and the residential exemption, neither of which was applicable to Hamilton. The

small commercial exemption similarly does not make sense for Hamilton, where there is very little commercial activity. He recommended the Select Board adopt a Residential Tax Factor of 1.

Vote: The Board voted unanimously to accept the residential tax factor of 1.

S.Ozahowski continued with a slide presentation regarding the tax rate. He noted going into the new calendar year, the tax bill reflects the value as of an entire year previously, based on sales from that prior year. The Principal Assessor for Hamilton has left the position, and the department will need to be restructured. He noted the median home value has gone up from \$720,000 to \$731,000. The new tax rate is \$15.65; a modest 3.6% increase. The month of January is the only time for homeowners to submit an abatement if they do not agree with the value as assessed.

Vote: The Board voted unanimously to approve the FY25 tax rate of \$15.65 per thousand.

Vote: The Board of Assessors voted unanimously to adjourn at approximately 7:35.

2. Appoint Nancy Baker to vacant position on the Conservation Commission - Discuss & Vote

Virginia Cookson of the Conservation Commission explained N. Baker's candidacy was discussed at the last Conservation meeting, and voted unanimously to recommend her to the Select Board for appointment.

Vote: The Board voted unanimously to appoint Nancy Baker as a member of the Conservation Commission.

3. Appoint Sandra McKean as Associate member of the Finance and Advisory Committee - Discuss & Vote

John McGrath, Chair of the Finance & Advisory Committee was present to fully endorse the appointment of Sandra McKean.

Vote: The Board voted unanimously to appoint Sandra McKean as an Associate member of the Conservation Commission.

4. Request for non-resident to purchase cemetery plot - Discuss & Vote

The Board discussed a request from J. Commette, a non-resident, to purchase four plots in the Cemetery. J. Commette grew up in Hamilton and both parents are buried in the Hamilton Cemetery. The Board questioned the capacity of the cemetery and how many requests like this are plausible. The Board will look into it further in the spring.

Vote: The Board voted unanimously by roll call (W.Olsen joined the meeting) to approve the purchase of four cemetery plots by Jeanne Commette.

5. Approve Myopia Hunt Club liquor license & change of manager submissions - Discuss & Vote

The Board previously approved the change of manager for Myopia Hunt Club, but the State has requested updated paperwork to include the new officers of Myopia as well as the manager change.

Vote: The Board voted unanimously by roll call to approve the change of manager and the new officials of the Myopia Hunt Club.

6. Discuss timing of 3A related zoning & Form Based Code zoning with consultant firm Utile and members of the Hamilton Planning Board - Discussion

Matthew Littel and Zoe Mueller from Utile were invited to do a presentation summarizing the progress to date. They referenced the residents unhappiness with 3A was contaminating the process of developing Form-based Code, for which they believe there was some enthusiasm. Utile proposed fashioning the Form-based Code separately in a way in that some of its pieces could be integrated into a town wide 3A scenario, to be voted on separately. A slide deck was referenced showing the various potential sites, such as the downtown, where Form-based Code might be best applied and how some elements may overlap with 3A development. Utile has worked with the advisory committee, which has been very helpful. Also mentioned was a possible impasse, where the forms and scale of the buildings for the Form-based Code is not as controversial, but the planning is at the point in the process where density needs to be discussed. Given the anger and anxiety around 3A, it is undermining the conversation about Form-based Code, and it may potentially be difficult to advance this discussion in a public setting.

Z.Mueller explained the process Utile has planned going forward, prior to recommending a pause in the process. Once the Milton case is decided, it should give Hamilton more clarity and a better position for the Town to move forward. She also explained the proposed project pause until the Milton case is decided, and then resuming the process with a re-scoping exercise based on the outcome. She described the meetings they would recommend to resume public engagement and the public hearings. Marnie Crouch, Chair of the Planning Board summarized the Supreme Judicial Court will rule on whether and to what extent municipalities are expected to comply with the requirements of 3A, and the related compliance guidelines for multi-family zoning districts in the 3A districts, whether 3A provides the sole remedy for non-compliance, and whether the Attorney General's office has standing to enforce compliance. She stated it is the guidelines that have generated the controversy, because they set forth the metrics of compliance. J.Domelowicz noted the Form-based Code would only apply to the downtown, whereas 3A will likely apply to other parcels in town. The Board continued to discuss the timeline and the various permutations of how Form-based Code and 3A could potentially be discussed and voted and at what town meetings. Also discussed was the ability to separate the two issues, with some stating that ultimately, they are not separable when considering the downtown area. Chair Crouch articulated that it is important for the public to understand all the ramifications of 3A, including the ramifications of voting it

down, which will only become clear after the SJC decision. M.Connors noted that there at least 20 other Towns in the situation of Hamilton that will also miss the deadline. Discussion continued around the overlap and interaction of Form-based Code and 3A Zoning requirements, as well as the purpose and advantages of Form-based Code.

- **Deb Safford, Maple St**, stated there has not been a discussion separate from the 3A requirement of how much housing is actually needed, and what the total cost of adding population is. She questioned whether the Seminary units can count towards 40B and also 3A, and if not, that has to be found somewhere else. She stated the school building project is going to be approximately \$150million which would be a debt that is “owed” to 3A. She opined if the Town is in debt to the State, “they are a slave owner, and they own us.” She argued the Town should not take on any debt, without a vote of the people, that is tied by blackmail from the State.
- **Tosh Blake, Sagamore St**. stated the residents do not want 3A under another name, such as Form-based Code and advocated for pausing the process. He opined Form-based Code is just as dead as 3A if it is the same thin and not one public official in Hamilton or Wenham has come out in favor of 3A itself, and those public officials are moving the process forward despite that. He further opined this sounds like a “Nuremberg defense” where “you” are saying “you” were ordered to do it, or a higher authority told “you” to do it. He described that pathway as craven and weak.

7. Five Boards meeting budget recap - Discussion

Chair Beaulieu explained in previous iterations of the school budget a 3% placeholder was used for school union contract increases and the actual negotiated increases came in between 8-19%, resulting in a \$2.5million increase in the school budget. Finance Director Wendy Markiewitz added including the five union contract negotiations, there is currently a \$5million gap in the budget, meaning there is a lot of work to do to work towards a balanced budget. A discussion followed regarding the timeline of the budget process and when actual numbers will start to clarify. Finance Committee Chair John McGrath noted it is early in the process and expressed confidence the School has thoroughly scrubbed their budgets over the past couple of years and has worked hard on creating transparency.

8. New Business

There was none.

Adjournment Vote: The Select Board voted unanimously to adjourn the meeting at approximately 9:43PM.

Meeting Packet Enclosures:

- FY25 Tax Classification presentation.
- Application to a Board/Committee from Nancy Baker for Conservation Commission
- Application to a Board/Committee from Sandra McKean for Finance and Advisory Committee alternate
- Request to purchase 4 burial lots in Hamilton
- Myopia Hunt Club application for change of manager
- HW Regional School District FY25 Budget recommendation slides
- Town of Hamilton preliminary budget Summary slides

*Respectfully submitted by D. Pierotti, Recording Secretary, 12/11/24.
The minutes were prepared from video.*

Respectfully submitted as approved at _____ meeting.

Tom Myers, Clerk



Town of Hamilton
Select Board
Meeting Minutes of December 16, 2024

Pursuant to the Open Meeting Law, MGL Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Select Board members, a meeting of the Hamilton Select Board was posted for December 16, 2024 at 7:00pm. This meeting was held at the Hamilton Wenham Library at 14 Union Street.

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Call to order: Chair Beaulieu called the meeting to order at 7:01pm. Present: C. Beaulieu, Chair, B.Wilson, Vice-Chair, R.Kennedy, W. Olsen. Not present: T.Myers, Clerk. Also present: Wendy Markiewicz, Finance Director; and others as noted.

The Chair announced Board and Committee openings as displayed on the agenda:

- Council on Aging - 2 associate openings
- Cultural Council – 1 opening
- Finance and Advisory Committee – 1 associate opening
- Historic District Commission - 2 openings for 3-year terms, 2 openings for 2-year terms
- Human Rights Commission - 1 opening

Select Board Member Reports:

- **R.Kennedy** – The Conservation Commission met with their newest member and things are going well. The Council on Aging holiday party is tomorrow.
- **B.Wilson** – The School Building Committee is meeting this evening and will vote on the schematic design. The submission will go to the MSBA (Massachusetts School Building Authority) and DESE (Department of Elementary and Secondary Education) for review and comment. Hamilton Development Corporation has agreed upon a financial policy for the meals tax allocation; this will be presented to the Select Board in 2025. The Athletic Fields Project is moving along, and is on track to open next summer.
- **Department Head Report – Hamilton Police Department Chief Russ Stevens** – The Chief thanked the public for their condolences over the recent tragic death of his son. He also thanked the public for the success of the recent holiday toy drive. Chief Stevens noted he recently announced his retirement after 15 years in Hamilton, and thanked everyone he has worked with over the years. He described in detail the steps involved in the full process for identifying a new chief, and spoke to the skills and experience that would be required of candidates in order to become Chief. The search will be launched immediately in January, with an expectation of about 25-30 applicants, and hopefully a final candidate identified by March. Chief Stevens' last day will be June 30, 2025.
- **Public Comment – Three (3) minutes per person on items not already on the agenda** – There was none.

CONSENT AGENDA

- **Approve minutes of August 19, 2024 Select Board meeting**
- **Approve minutes of October 21, 2024 Select Board meeting**
- **Approve minutes of November 18, 2024 Select Board meeting**

Vote: The Board voted unanimously to approve the consent agenda.

Agenda:

- **Update of annual Town Election Calendar & ballot openings** – Town Clerk Carin Kale

Town Clerk C.Kale noted April 10, 2025 is the town election. Nomination papers will be available for candidates at the Town Clerk's office as of January 13th, and are due back by February 20th. Ballot question language is due to the Clerk by March 6th. She noted the positions that will be on the ballot this year, including two seats on the Select Board, three seats on the Planning Board, and three seats on the School Committee. Year-end campaign finance reports are due January 20. Census forms are going out in January. Conflict of interest trainings are also due in January.

- **Approvals of Annual License Renewals – Discussion & Vote**
 - o Alcohol Licenses renewal
 - o Common Victualler Licenses renewal
 - o Entertainment Licenses renewal
 - o Class 2 License renewal

Vote: The Board voted unanimously to approve the Common Victualler's license for The American Legion.

Vote: The Board voted unanimously to approve the Common Victualler's license for The Post.

Vote: The Board voted unanimously to approve the Common Victualler's license for Five Sons Pizza.

Vote: The Board voted unanimously to approve the Common Victualler's license for Dunkin Donuts.

Vote: The Board voted unanimously to approve the Common Victualler's license for Crosby's Market.

Vote: The Board voted unanimously to approve the Common Victualler's license for Hamilton Convenience Inc.

Vote: The Board voted unanimously to approve the Common Victualler's license for Hamilton House of Pizza.

Vote: The Board voted unanimously to approve the Common Victualler's license for Cumberland Farm Inc.

Vote: The Board voted unanimously to approve the Common Victualler's license for the Myopia Hunt Club.

Vote: The Board voted unanimously to approve the Common Victualler's license for the Weathervane Tavern.

Vote: The Board voted unanimously to approve the Common Victualler's license for the Community House Inc.

Vote: The Board voted unanimously to approve the Common Victualler's license for 15 Walnut.

Vote: The Board voted unanimously to approve the Common Victualler's license for Honeycomb.

Vote: The Board voted unanimously to approve the Common Victualler's license for A&M Convenience.

Vote: The Board voted unanimously to approve the Common Victualler's license for the General Store.

Vote: The Board voted unanimously to approve the following liquor licenses for the calendar year 2025, ending on 12/31/25: Myopia Hunt Club, Weathervane Tavern, American Legion AP Gardener Post 194, 15 Walnut Tavern, The Post, Honeycomb, Community Package Store, Crosby's Marketplace, Hamilton Convenience, A&M Convenience, Harrigan's of Hamilton.

Vote: The Board voted unanimously to approve the Entertainment Licenses for American Legion AP Gardener Post 194, 15 Walnut Tavern.

Vote: The Board voted unanimously to approve the Class II License for A&M Motors.

Vote: The Board voted unanimously to approve the Common Victualler's license for Meadowbrook Farms and the Hamilton House of Pizza under the new ownerships.

Vote: The Board voted unanimously to get feedback from the Town Manager on four issues: A&M Motors to obtain a street address and not a PO Box; find out why the duplicate licenses for the Hamilton House of Pizza, find out from Honeycomb when the dual liquor license expires, and why Treat does not have a Victualler's license.

- **Amend Select Board Meeting Calendar – Vote to change April 21 meeting date due to Patriot's Day holiday**

Vote: The Board voted unanimously to approve the change of the April 21 meeting date to Tuesday, April 22, 2025.

- **Approve letter to Planning Board confirming authority of the Fire Chief & Recreation Director to represent the town on proposed building projects – Discussion & Vote**

Vote: The Board voted unanimously to approve the letter to the Planning Board to confirm the authority of the Fire Chief and the Recreation Director to represent the town on proposed building projects.

- **Approve Authorizing Resolution for financing of the Energy Efficiency Project for Hamilton Town Hall – Discussion & Vote**

Vote: The Board voted unanimously to approve the Authorizing Resolution for financing of the Energy Efficiency Project for Hamilton Town Hall.

New Business - There was none.

Adjournment Vote: *The Select Board voted unanimously to adjourn the meeting at approximately 8:03PM.*

Meeting Packet Enclosures:

- Minutes of August 19, 2024 Select Board meeting
- Minutes of October 21, 2024 Select Board meeting
- Minutes of November 18, 2024 Select Board meeting
- Retail license renewal: Community Package Store
- Retail license renewal, Victualler's license, Entertainment license: 15 Walnut Kitchen and Tavern
- Retail license renewal, Victualler's license: A&M Convenience, Inc.
- Retail license renewal, Victualler's license, Entertainment license: American Legion Post
- Victualler's license: the Community House

- Retail license renewal, Victualler's license: Crosby's Marketplace
- Victualler's license: Cumberland Farms
- Victualler's license: Dunkin' Donuts
- Victualler's license: The General Store
- Retail license renewal, Victualler's license: Hamilton Convenience
- Retail license renewal, Victualler's license: Hamilton House of Pizza
- Retail license: Harrigan's of Hamilton
- Retail license renewal, Victualler's license: Honeycomb
- Victualler's license: Meadowbrook Farms
- Retail license, Victualler's license: Myopia Hunt Club
- Retail license renewal, Victualler's license: Fox & Fern
- Select Board Meeting Schedule
- Letter to Hamilton Planning Board re: Authority to represent the Town during site plan review.
- Contract: EPC with Energy Systems Group

*Respectfully submitted by D. Pierotti, Recording Secretary, 12/28/24.
The minutes were prepared from video.*

Respectfully submitted as approved at _____ meeting.

Tom Myers, Clerk

2025 Annual Town Meeting and FY'26 Budget Calendar

Date	Board/Meeting/Department	Action
9/18/2024	First 5 Chairs meeting	Initial budget planning discussion
9/25/2024	Finance and Advisory Committee	Initial budget and warrant planning discussion - 2026 budget goals
10/7/2024	Select Board Meeting	Initial budget and warrant planning discussion - 2026 budget goals
10/8/2024	Planning Board	Initial warrant article discussion
10/9/2024	Finance and Advisory Committee	Confirm FY'26 budget goals
10/15/2024	Town Manager/Finance	Draft Budget message to Department Heads
10/21/2024	Select Board Meeting	Confirm FY'26 Budget and ATM calendar and budget goals
10/22/2024	Planning Board	
10/23/2024	Finance and Advisory Committee	
10/30/2024	Department Heads	Submit FY'26 capital requests to Town Manager
10/30/2024	Finance Director	Upload manpower sheets into MUNIS
11/4/2024	Select Board Meeting	
11/5/2024	Town Manager/Finance	Deliver Budget message and FY'26 goals to Department Heads
11/5/2024	Planning Board	
11/7/2024	Finance Director	Complete FY'26 revenue projection
11/7/2024	Capital Committee	Departmental capital requests to Capital Committee
11/13/2024	Finance and Advisory Committee	
11/15/2024	Finance Director	Print out FY'26 departmental budget requests for review
11/18-11/21	Town Manager/Finance & FinCom liaisons	Department Level Budget reviews - schedule TBD
11/13/2024	Second 5 Chairs Meeting	
TBD	School District	Superintendent presents budget to School Committee
11/20/2024	First Quintuple Boards meeting	
12/2-12/6	Capital Committee	Liaisons Review capital requests with department heads
12/2/2024	Select Board Meeting	
12/3/2024	Planning Board	Compile list of all proposed zoning articles, submit to Select Board
12/9-12/12	Town Manager/Finance	Develop first draft of FY'26 budget
12/11/2024	Finance and Advisory Committee	
TBD	Capital Committee	Votes recommendations to Town Manager
12/16/2024	Select Board Meeting	

12/17/2024	Planning Board		Alternate meeting date to avoid Holiday
12/18/2024	Finance and Advisory Committee		Open Warrant, review calendar and make adjustments as needed
1/6/2025	Select Board Meeting		Announce hearing schedule for all zoning articles
1/7/2025	Planning Board		Review draft list of warrant articles and calendar
1/8/2025	Finance and Advisory Committee		Review draft list of warrant articles and calendar
1/8/2025	Second 5 Chairs meeting		Town Manager FY'26 Budget and Capital presentation
1/21/2025	JOINT Select Board and Finance Committee		
1/21/2025	Planning Board		
1/22/2025	Finance and Advisory Committee		
1/15/2025	Second Quintuple Boards meeting		
TBD	Community Preservation Committee		Grant applications due at Town Manager's office
2/3/2025	Select Board Meeting		
2/4/2025	Planning Board		
2/6/2025	School District		
TBD	Community Preservation Committee		
2/12/2025	Finance and Advisory Committee		
2/25/2025	Planning Board		
2/24/2025	Select Board Meeting		Final Day to have language approved for town ballot questions
2/26/2025	Finance and Advisory Committee		
2/28/2025	Town Manager & Town Clerk		All warrant articles incl. CP due by close of business
3/4/2025	Planning Board		
3/10/2025	Select Board Meeting		Close Warrant - votes on FY'26 budget and capital proposals
3/10/2025	Town Counsel		Draft Warrant Script
TBD	Community Preservation Committee		
3/12/2025	Finance and Advisory Committee		Votes on budget and capital - Draft Book of Recommendations
3/18/2025	Planning Board		Final votes on zoning articles
3/24/2025	Select Board Meeting		Sign Warrant Book - Vote speakers and motion movers
3/24/2025	Town Manager & Town Clerk		Final Warrant and Recommendations
3/26/2025	Finance and Advisory Committee		ATM Prep
3/28/2025	Town Manager & Town Clerk		Post Warrant
3/31/2025	Select Board Meeting		EXTRA Meeting if necessary* - Final Script
4/1/2025	Planning Board Meeting		
4/2/2025	Moderator, Clerk and Town Manager		ATM site walk thru at HWR High School

4/5/2025	Annual Town Meeting		

Select Board
Planning Board
Finance and Advisory Committee
Capital Committee
Community Preservation Committee
School District meetings

Proposed Articles 2025 Annual Town Meeting Warrant

Election of Officers

Consent Agenda

Bills of a Prior Year

Budgets

Compensation and Classification Table

Community Preservation operating budget and grant requests

FY'26 Capital Plan

Stabilization Fund

Capital Stabilization Fund

OPEB

Hamilton Development Corporation

Hero Act adoption

HWRSD Consolidated Elementary School proposal

Zoning articles

1. GPOD – amend dimensional requirements and/or possibly amend map
2. Multiple Scriverners errors within the text including formatting and spelling errors throughout the ZBL; and Definition changes throughout the ZBL; still compiling
3. Accessory Dwelling Units – amend based on required changes purportedly coming from the State
4. Amend GPOD map to take out Tier 2 on Browns Hill (I've suggested – they've not bought into this yet but it should occur as our well is no longer used nearby
5. Inclusionary Housing Bylaw – update/refresh of the entire Section (Section 8.3 of the Bylaw)
6. Updates to Site Plan Review (Section 10.6 of the Bylaw)

TOWN OF HAMILTON

SELECT BOARD

Select Board Meeting Schedule

01/01/25 – 06/30/25

Monday, January 6, 2025

Tuesday, January 21, 2025

Monday, February 3, 2025

Monday, February 24, 2025

Monday, March 10, 2025

Monday, March 24, 2025

Monday, April 7, 2025

Tuesday, April 22, 2025

Monday, May 5, 2025

Monday, May 19, 2025

Monday, June 2, 2025

Monday, June 16, 2025



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577 Bay Road
Hamilton, MA 01936

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<http://www.hamiltonma.gov>



TOWN OF HAMILTON
CEMETERY DEPARTMENT

577 Bay Road
P. O. Box 429
Tel. (978) 468-5580

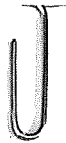
Cemetery Deed No. 1277

That we, the Cemetery Commissioners of the Town of Hamilton, County of Essex, and Commonwealth of Massachusetts, in consideration of: **Seven hundred dollars** paid to us by: **William & Jeanne Commette of 33 East Corning Street, Beverly, MA 01915 on December 12, 2024 and convey unto the said; William & Jeanne Commette, one (1) cremation burial lot (s) of land in the Cemetery situated at Maple Avenue in said Town of Hamilton, numbered 66C to have and to hold the same to said William & Jeanne Commette, him/her heirs or those claiming under him/her, to him/her and their use as a place of burial for the dead, yet upon condition that said lot is not to be used for any purpose other than burial of remains of the human dead; and that all burials therein shall be under the personal charge of the keeper of said cemetery and this conveyance is made expressly subject to the By- Laws, Rules and Regulations of the Town of Hamilton now or hereafter in force, and to the provisions of the Statutes of the Commonwealth of Massachusetts now or hereafter in force.**

The following terms and conditions are hereby agreed to:

First: Burial Lots or Grave(s) cannot be transferred or sold, except to the Town, at the sole option and discretion of the Cemetery Commissioners, who shall have the right to repurchase at the cost of the Lot(s) or Grave(s) when purchased by the original owner, less appropriate administrative fee. The Commissioners shall have the right but shall not be required to repurchase.

Second: That the proprietors of said lot or grave(s) shall have the right to erect memorial stones or monuments; but all such structures must be set on suitable foundations, which shall be built by such person or persons as shall have the charge of said cemetery, under the supervision of its Foreman, and in accordance with the Cemetery Regulations regarding the erection of such structures, and the design shall be submitted for approval to the Foreman and his approval shall be obtained before such structure shall be erected. The cost of same to be paid by the proprietor. The memorial stone or monument remains the property of the deed owner, who is solely responsible for its maintenance and is likewise solely responsible for any damage and/or personal injury caused by said memorial stone or monument. The Town of Hamilton shall retain the right to enter any lot or grave(s) to remove anything it deems objectionable, offensive or improper, in its sole discretion. No tomb shall be constructed or allowed within said lot, unless special permission of the Cemetery Commissioners and in such a manner they shall direct.



Cemetery Deed No. 1277

Third: No grading, sodding, or repairs will be allowed to be performed in said cemetery, excepting by the employees of the Town of Hamilton Cemetery Commissioners, at the expense of the owner, and under the supervision of the Foreman, unless by consent of the Cemetery Commissioners.

Fourth: No fence, statues, chairs, vase, enclosure, curbing, or steps shall be erected, nor hedge nor bushes planted on or around any lot or grave(s) by the proprietor of said grave(s) or lot and no flowers shall be planted by the proprietor except with the permission of the Cemetery Commissioners.

Fifth: Said lot, or grave(s), shall be indivisible, and upon the decease of the proprietor, his heirs shall succeed to his rights and privileges.

Caroline Beaulieu, Chair

William Wilson, Vice Chair

Thomas Myers, Clerk

William Olson, Member

Rosemary Kennedy, Member

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

Then personally appeared

Cemetery Commissioners of and for the Town of Hamilton and acknowledges the above instrument by them subscribed to be their free act and deed.

Before me,

Carin Kale, Town Clerk

Seal