



Town of Hamilton

Town Manager Report

Week of June 2, 2025

Department/ Project	Weekly Update (Newest Information in Green)		
<u>Town Manager's Office</u> 1. 2 Special Town Meeting - June 9	<p>1. The Consolidated Schools vote will return to a special town meeting warrant on June 9 at the HWRSD High School Gymnasium (Enter at Miles River Middle School). Meeting begins at 6:30 P.M. Check-In opens at 5 P.M. More information >></p> <p>Child Care Options during Special Town meeting. Learn more >></p> <p>Pizza at Town Meeting. Details >></p> <p>Mobile Alerts -We're using CodeRED in a new way—to help keep you informed about important town updates, not just emergencies. We'll be sending a reminder about the upcoming Special Town Meeting through our mobile alert system. This will be the first time we're using a meeting reminder as a general notification via text. We want to make sure you're signed up and your contact info is up to date. These alerts are a great way to stay connected—whether it's a public safety message or a helpful town reminder. Sign up today for Emergency alerts and/or general notifications. Sign-up >></p>	<u>Timeline</u> 1. June 9, 2025 June 9, 2025 June 9, 2025 Anytime	<u>Status</u> 1. Posted Registration Required Info online Sign-up online
2. Select Board Updates	<p>2. The Select Board meeting schedule is confirmed through June 2025. See the master calendar online. Next regularly scheduled meeting takes place June 16, 7 P.M.</p> <p>The Hamilton Select Board recognized local resident Quintin Appel with an official proclamation in honor of his outstanding</p>	2. June 16, 2025	2. Scheduled

3. Conservation Commission - Urgent Call for Volunteers	<p>achievement in earning the rank of Eagle Scout. Read more >></p> <p>3. There are currently vacancies on Hamilton's Conservation Commission. No experience needed. Contact planning@hamiltonma.gov or call (603) 626-5247 for details.</p>	<p>3. June 2025</p>	<p>3. Open vacancies</p>
4. Traffic Implications	<p>4. The 2025 Road Improvement Program's paving of Bridge Street and Greenbrook Road is scheduled to begin the week of June 9, 2025. Learn more >></p>	<p>4. Week of June 9 - June 20</p>	<p>4. Website updated</p>
5. Quick Chronicles Story	<p>5. School Officer Gina Bertelli is a trusted figure across the School District. Learn about her role as a School Resource Officer (SRO) and her student-centered approach with the Hamilton PD. Read more >> Quick Chronicles will return in the fall with more stories of community and service.</p>	<p>5. Interview complete</p>	<p>5. Story online</p>
<u>Assessor Office</u>		<u>Timeline</u>	<u>Status</u>
1. Administrative Assistant hired	<p>1. Administrative Assistant Kathryn Falcione is onboard in the Assessors office.</p>	<p>1. June 2, 2025</p>	<p>1. Complete</p>
2. Building permit inspections	<p>2. The Assessors office staff will be conducting building permit inspections throughout the Town.</p>	<p>2. Ongoing</p>	<p>2. Complete</p>
3. Motor vehicle and boat excise	<p>3. The Assessors office is receiving multiple calls/visits from residents and is processing abatements on motor vehicle and boat excise tax for 2025.</p>	<p>3. Spring 2025</p>	<p>3. On-Going</p>
4. Keeping property records and maps up-to-date, new sales inspections	<p>4. The Assessors office updates property records and maps with deed transaction information, property map changes, and results of new sales and general inspections.</p>	<p>4. Spring 2025</p>	<p>4. On-Going</p>
5. Chapter land	<p>5. The Assessors office manages receipt of applications and changes to properties relative to their chapter land status. Including recording and releasing tax liens at the Registry of Deeds.</p>	<p>5. Ongoing</p>	<p>5. On-Going</p>
<u>Council on Aging</u>		<u>Timeline</u>	<u>Status</u>
1. Programming	<p>1. We're starting to plan fun events for July and August.</p> <p>June highlights: Fireman's Cookout</p>	<p>1. July 2025</p> <p>June 1-30</p>	<p>1. In-Process</p>

<p>2. SHINE Program</p> <p>3. Grants</p> <p>4. Newsletter</p> <p>5. Rides to STM</p>	<p>Ukulele Club Rock Painting Activity</p> <p>Plus, KevTech tech support will continue through the end of the year.</p> <p>2. SHINE informational appointments are available on a limited basis. Medicare planning should start three months prior to turning 65 or your retirement date.</p> <p>Some SHINE appointments are being redirected to the Lawrence office, due to time restrictions.</p> <p>3. We're exploring new grants to help cover special meals and to keep offering KevTech classes next fiscal year at no extra cost to residents.</p> <p>4. We're continuing to merge our two resident lists and hope to finish within the next month. Let us know if you'd prefer to receive your newsletter via email.</p> <p>5. Do you need a ride to Special Town Meeting on Monday? Please contact the COA and we will try to assist.</p>	<p>2. Summer 2025</p> <p>3. June 2025</p> <p>4. Spring 2025</p> <p>5. June 9, 2025</p>	<p>2. On-Going</p> <p>3. On-Going</p> <p>4. On-Going</p> <p>5. On-Going</p>
<p><u>Department of Public Works</u></p> <p>1. Administrative</p> <p>2. Cemetery</p> <p>3. Energy</p>	<p>1. Employment Opportunities - open positions</p> <p>Secondary Operator - Water Dept.</p> <p>Administration Assistant to the DPW Director.</p> <p>Email Michelle Maloney at mmaloney@hamiltonma.gov for position details.</p> <p>2. Annual Grub treatment to begin June 2025</p> <p>3. Hamilton now purchases 100% renewable power with an electricity supplier. Learn more >></p> <p>The EV Charging station at the high school/middle school remains closed due to</p>	<p><u>Timeline</u></p> <p>1. On-going</p> <p>2. June 2025</p> <p>3. March 5, 2025</p> <p>Summer 2025</p>	<p><u>Status</u></p> <p>1. Open</p> <p>2. Scheduled</p> <p>3. On-going</p> <p>On-Going</p>

<p>4. Facilities</p>	<p>safety precautions related to the proximity of the temporary boiler for the High School/Middle School. The EV Charging station at Town Hall is closed temporarily due to construction. Learn more >></p> <p>4. Rec Center Rooftop Heating Units - Bids received for the replacement of two rooftop heating units at the Rec Center. USI, Inc. was the low bidder. Work scheduled for the fall.</p> <p>Patton Homestead Pavilion—Hamilton has contracted with EJ+P, Inc. for design services necessary for the Homestead Pavilion project. Design Plans are complete and the project will be advertised next week for public bid. Construction tentative Fall 2025.</p>	<p>4. Fall 2025</p> <p>Fall 2025</p>	<p>4. Ordered</p> <p>In-Process</p>
<p>5. Highway Department</p>	<p>5. A new sidewalk opened connecting the Forest Street neighborhood to town. Read more >></p> <p>Essex Street Drainage—DPW continues to communicate with the engineering consultant and owner of 470 Essex Street in hopes of a collaborative effort to address drainage upgrades along Essex Street near Appaloosa Lane. Catch basins have been installed to stay ahead of the MassDOT Route 22 paving project.</p> <p>2024 Roadway and Sidewalk Improvements—The 2024 Roadway Improvements Project is underway. Drainage structures have been installed along Essex Street near 470 Essex to reduce flooding. The contractor has finished the sidewalk along Essex Street from School Street to Forest Street. The Bridge Street mill and overlay project from School Street to Essex Street and the reconstruction of a portion of Greenbrook Road will begin the week of June 9th. Site contractor is D&R Paving.</p> <p>Route 22 Paving—Hamilton was chosen as a MA community to have Route 22 paved under the MassDOT Municipal Pavement Program. Hamilton and MassDOT have signed the agreement for this work and town is waiting for the MassDOT schedule. Plans are to have work done Summer of 2025. Work will include mill and overlay of Route 22 as well as some intersection improvements at the Woodbury Street/Essex Street intersection.</p>	<p>5. April 2025</p> <p>Spring 2025</p> <p>Summer 2025</p> <p>Summer 2025</p>	<p>5. Paving complete</p> <p>On-going</p> <p>On-going</p> <p>Agreement Signed</p>

	<p>2025 Roadway and Sidewalk project - Preliminary discussions for the 2025 Roadway and Sidewalk project are underway. High priorities are Bridge Street from Bay Road to the Miles River culvert and Miles River Road. Both of these streets have an element of drainage that will require coordination and permitting through the conservation commission. If funding allows, additional roads will be addressed.</p> <p>Hamilton Downtown Streetscapes Project - Hamilton has contracted with BSC Group to perform a detailed survey of the downtown area, including Asbury Street, Railroad Avenue, and Willow Street with plans to evaluate upgrades to the sidewalks, roadways, pedestrian crossings, etc. Kick-off meeting will be scheduled soon.</p> <p>Highland Street and Asbury Street Intersection - RRFB Installation - Installation of a crosswalk flashing beacon is complete south of the intersection</p>	<p>Fall 2025/Spring 2026</p> <p>Summer/Fall 2025</p> <p>Spring 2025</p>	<p>Under Design</p> <p>Agreement Signed</p> <p>Installed</p>
6. Parks & Grounds	6. Patton Park Improvements— CBA Landscape Architects and design team are underway with park improvements. Design will include drainage improvements, pathways, and select renovation of the gazebo. Planned Summer 2026 construction.	6. Summer 2025	6. On-going
7. Sanitation	7. <u>E-Waste</u> day scheduled for June 21, 2025	7. June 21,, 2025	7. Scheduled
8. Town Hall	8. Construction highlights: The construction addition is underway with the elevator shaft currently being formed. Repairs to the 2nd floor meeting space ceiling. Geothermal wells have been drilled, rough carpentry, HVAC, Electrical, and Plumbing is nearing completion.	8. 2025-2026	8. May 2026
9. Vehicles	9. The second front line sander was received by DPW on 5/8/2025	9. Delivered	9. Complete
10. Water Department	10. MassDEP Lead Service Inventory & Assessment—The Hamilton Water Department successfully received approval from MassDEP on the Lead Service Line Inventory that was submitted on October 16, 2024. Currently Hamilton is waiting for additional direction from MassDEP and the EPA on the next steps in this program. Once Hamilton receives this information, Hamilton will release more information to residents. To access the inventory data, please visit the	10. On-going	10. Accepted by MassDEP

	<p>town website. Hamilton Water Department can be reached at 978-626-5226 or email Hamilton's DPW Director at tolson@hamiltonma.gov.</p> <p>GIS Asset Management—Dewberry is nearly complete with the new GIS/Work Order software for Hamilton. The main focus of this GIS software is for water asset management</p> <p>Water Improvements (Phase 5)—Stantec Consulting Services is underway with the design for the Phase 5 Water System Improvements that will be concentrated along Fox Run, Tally Ho, Oak, Plum, Chestnut, Pine, and other surrounding streets. The town has received 60% design plans for review Stantec will provide an estimate for this work that will allow Hamilton to develop a funding strategy for consideration. Stantec has assisted the town with the first 4 successful phases.</p>	<p>Summer 2025</p> <p>TBD</p>	<p>Design Complete, Training to be scheduled</p> <p>Under Design</p>
<p><u>Finance</u></p> <p>1. FY26 GFOA Budget Report</p> <p>2. FY26 ATM Warrant Articles</p> <p>3. Intermunicipal Agreement Invoices</p> <p>4. MADOR Recap</p>	<p>1. With ATM budget approval, Hamilton's GFOA budget is complete. Visit the Town website to review the document. It takes great collaboration and effort to create this detailed document.</p> <p>2. The Accounting team is working to get all certified FY26 ATM Warrant Articles on the books to secure funding and budgeting in each area of the town.</p> <p>3. At this time, Accounting will begin creating final invoices for Intermunicipal Agreements with other Towns to ensure funds are received in the proper fiscal year.</p> <p>4. Finance will begin the Mass DOR submission requirements for the Recap.</p>	<p><u>Timeline</u></p> <p>1. May 2025</p> <p>2. May 2025</p> <p>3. Spring 2025</p> <p>4. Spring 2025</p>	<p><u>Status</u></p> <p>1. On-Going</p> <p>2. On-Going</p> <p>3. On-Going</p> <p>4. On-Going</p>
<p><u>Fire Department</u></p> <p>1. Department Stats</p>	<p>1. The Fire Dept responded to the following calls in the last 2 weeks: 11 Fire related calls, 21 Medical calls, 0 MVA, 0 Brush Fires, 2 Mutual aid and 3 Public assists. Fire prevention performed 9 inspections.</p>	<p><u>Timeline</u></p> <p>1. May-June 2025</p>	<p><u>Status</u></p> <p>1. Reported</p>

2. Grants	2. Firefighter Safety Equipment Grant Round 1 Program for Fiscal Year 2025 \$15,500.00	2. April 2025	2. Awaiting reimbursement
2a.	2a. Firefighter Safety Equipment Grant Round 2 \$3715.37	2a. June 2025	2a. Contract signed, equipment ordered - Equip expected 6/15/25
2b.	2b. Safe Grant/Safer Grant - Award of \$6900.00	2b. June 2025	2b. Contract signed & submitted awaiting funding
<u>Human Resources</u>		<u>Timeline</u>	<u>Status</u>
1. Openings	<p>1. Current Openings (descriptions online):</p> <p>Assistant Council on Aging Director / Social Services Specialist – 32 hours/Benefited - Interviews in process.</p> <p>Part-Time Health Inspector – Approximately 275 hours annually; on-call availability required for inspections.</p> <p>Administrative Assistant to the Director of Public Works – 37.5 hours/Benefited - interviews in process.</p> <p>Administrative Assistant – Assessor's Office – 37.5 Hours/Benefited - Hired candidate scheduled to start on June 2, 2025.</p> <p>Planning and Conservation Coordinator – 24 hours/Benefited - Hired candidate scheduled to start on June 2, 2025.</p> <p>Secondary Treatment Operator for the Water Department – Full Time/Benefited</p>	1. April 2025	1. Open
2. Regional Collaboration	2. Regional Public Epidemiologist: Towns of Hamilton, Essex, Wenham, and Rockport - Resumes under review.	2. Spring 2025	2. On-Going
3. Employee Engagement	<p>3. Working with the Regional Coordinator on the Regional Public Health Nurse recruitment. Job description updated from Public Health Nurse to Public Health Epidemiologist.</p> <p>Working with MIIA on Health and Wellness programs and virtual events for town employees, combining efforts with the Town</p>	3. Spring 2025	3. On-Going
		This Day Forward	Town Manager Approved

4. CORI Checks	<p>of Wenham to meet the criteria for certain programs.</p> <p>4. All new hires and volunteers will undergo a Criminal Offender Record Information (CORI) check before their first day of work.</p>	4. Spring 2025	4. Town Manager Approved
<p><u>Planning and Land Use Department</u></p> <p>1. Town Center and MBTA Communities compliant Zoning</p>	<p>1. The Planning Board continued the public hearing for the draft Town Center and MBTA Communities compliant zoning to June 17, 2025. The proposed zoning includes substantial site and building design standards to better regulate the form and intensity of development in the Town Center and ensure it is consistent with the Town's vision. The draft zoning and associated materials can be reviewed at: https://hamiltonma.gov/town-center-zoning/</p> <p>You can learn more about the planning project at: https://storymaps.arcgis.com/stories/5ebfaf29795942a29999c96a1a599b4c</p>	<u>Timeline</u> 1. April - July 2025	<u>Status</u> 1. Pending
2. FEMA Flood Maps	<p>2. Updated FEMA Flood Maps for Hamilton and all of Essex County become effective on July 8, 2025. To review the existing and proposed flood maps, and for more information about the engineering behind the flood map update, visit: https://hamiltonma.gov/wp-content/uploads/2025/05/FEMA-Flood-Maps-Information-05.01.2025-1.pdf</p>	2. Changes Pending	2. Pending
3. Welcome Alicia Brennan	<p>The Planning Department is very happy to welcome Alicia Brennan who started this week as Planning and Conservation Assistant. Alicia will be working for the Town Mondays through Thursdays and comes to Hamilton most recently from the Massachusetts Department of Environmental Protection. Welcome Alicia!</p>	3. Week of June 2	3. Employment Started
4. Accessory Dwelling Units	<p>4. At Annual Town Meeting, Hamilton residents approved amendments to the Town's Accessory Dwelling Unit (ADU) Bylaw to make it easier for single-family property owners to construct attached or detached ADUs (sometimes referred to as accessory apartments) on their properties. The amendments are currently pending review</p>	4. July 2025	4. Pending final approval with Mass. Attorney General

5. Join the Conservation Commission	<p>with the Attorney General's office with an expected final approval date in July 2025. For more information about the requirements associated with ADUs, contact the Hamilton Planning or Building Departments.</p> <p>5. The Conservation Commission has openings for new members. This is a wonderful opportunity for residents to serve the community and protect our natural resources. The Commission meets conveniently over Zoom and the Commission is aided by a very capable Conservation Agent which makes for a very manageable volunteer workload. Interested? Contact planning@hamiltonma.gov for more information.</p>	5. NOW	5. Immediate Openings
<u>Police Department</u> 1. Administrative 2. Facilities 3. Events	<p>1. The Town of Hamilton has selected Edward Guy as its next Police Chief. The Select Board voted to approve the nomination on March 3, 2025. More >> All required examinations and background investigations have been completed. Contract negotiations will commence with a start date of July 1st.</p> <p>2. Evidence Room Repairs We are waiting for shelving/locker unit shipment and some miscellaneous equipment to bring the evidence and book rooms operational.</p> <p>3. The annual Autism Awareness fundraiser with Five Sons Pizza raised over \$3,800.00 for the Hamilton Wenham Special Education Department.</p> <p>The annual bike to school ride, hosted by the HW Rec. Department was a success. First responders participated in the rally biking alongside with the elementary students and provided a police escort through town. PD gave out safety helmets to kids from grants.</p>	<u>Timeline</u> 1. July 1, 2025 2. April 2025 3. April 29, 2025 May 9, 2025	<u>Status</u> 1. Contract Confirmed 2. On-Going 3. Completed Completed
<u>Public Health Department</u> 1. Health Nurse's Report	<p>1. 1204 diapers and 6 packages of wipes were collected. All diapers and wipes donated have been given to Acord Food Pantry, benefiting families in need. These</p>	<u>Timeline</u> 1. Spring 2025	<u>Status</u> 1. Completed

	<p>donations demonstrate the compassion and willingness of the community to work together to improve the lives of our children and families. A special, HUGE thank you goes to H/W Mother's Club for their incredible donations. Thank you to all those who collaborated in collecting and providing support by raising public awareness around the impact of the unmet need for diapers in Hamilton and throughout the nation.</p>		
2. Food Protection Report	2. Seasonal food establishments are applying for permits and inspections are being scheduled.	2. On going	2. TBD
3. In-ground sewage disposal Report	3. This is the busy season for percolation test field work, and septic system construction and repair plans. No formal In-ground sewage disposal system program report at this time.	3. Spring 2025	3. On-going
4. Director's Update	4. BOH chair has long-term projects in the works, most notably is the Chebacco Lake algae bloom sources.	4. May 2025	4. TBD
5. Board of Health Program Initiatives: Keeping of Animals Regulation	5. A DRAFT letter to all current Keeping of Animal (KoA) permit holders/license holders that clearly summarizes the new regulation is in process. BOA Chairperson Smith requested this at our last meeting. Town will have an opportunity to read and comment.	5. April 2025	5. Completed
<u>Recreation Department</u>		<u>Timeline</u>	<u>Status</u>
1. Spring Programming	<p>1. The majority of our Spring Programs start next week. In total, we have had 933 total registrations for programs running between 4/1 - 6/30. Our goal is to achieve at least 1,000 total registrations by the end of the Spring.</p> <p>The Recreation Department is offering two special children's programs during June 9 STM to support families who want to attend for \$10 per child. Learn more >></p>	<p>1. June 2025</p> <p>June 9, 2025</p>	<p>1. In-Process</p> <p>Registration open</p>
2. Bike/Walk to School Day	2. The annual Bike/Walk to school event was held Friday, May 9. This was our third year running this event. Thank you Hamilton PD for the safety helmets.	2. May 9, 2025	2. Completed

3. Patton Park Summer Park Program & Veterans Memorial Pool Pre-Season	<p>3. Patton Park Program - Hiring is complete and we have a full staff of 51 employees this summer at the Park Program.</p> <p>Very few spots are still available for participants in the Summer Park program, mostly in Session 2, the July 4 holiday.</p> <p>Work is ongoing to prepare for Staff Orientation, and eventually the first week of the program.</p> <p>Veterans Memorial Pool - Staffing is near completion. We are still in the market for 2-3 more guards to fill out our staff.</p> <p>The cover to the pool has been taken off and we are preparing to make the pool "swim ready. Passes are for sale online.</p>	<p>3. Spring 2025</p> <p>Summer 2025</p> <p>Spring 3035</p> <p>Spring 2025</p> <p>Summer 2025</p>	<p>3. Completed</p> <p>On-Going</p> <p>On-Going</p> <p>On-Going</p> <p>Scheduled</p>
<p><u>Town Clerk</u></p> <p>1. Conflict of Interest Annual Filings, MGL C. 268A</p> <p>2. 2025 Dog License Renewals MGL C. 140 s.137, 137A</p> <p>3. DBA MGL C. 110 s.5</p> <p>4. 2025 Annual Town Election (ATE) and Annual Town Meeting (ATM)</p>	<p>1. 2025 Conflict of Interest Training All municipal employees (including elected and appointed board and committee members) are subject to Conflict of Interest (Ethics) training every two years and must ANNUALLY complete the acknowledgement of receipt of the summary of the law.</p> <p>In Jan, 2025 the State Ethics Commission sent emails to all employees, appointed, and elected officials regarding the 2025 training requirements. The Clerk's office is monitoring compliance for 245 individuals and will contact those that are non-compliant. A new tracking spreadsheet has been created.</p> <p>2. 2025 dog licenses have been issued -891 licenses. (983 in 2024) Renewal applications were included in the 2025 Census mailing. Late fees went into effect June 1.</p> <p>3. "Doing Business As" renewals due every 4 years. Eleven (11) filed. (32 in 2024.)</p> <p>4. 950 (16%) voters attended the ATM on Sat, April 5.</p> <p>All post-Town Meeting documentation and certifications have been completed. With help from the Planning Director, eight (8) zoning bylaw amendments were submitted</p>	<p><u>Timeline</u></p> <p>1. May 2025</p> <p>2025-26</p> <p>2. April 2025</p> <p>3. 2025</p> <p>4. April 5, 2025</p> <p>April 2025</p>	<p><u>Status</u></p> <p>1. On-Going</p> <p>On-Going</p> <p>2. On-going</p> <p>3. On-Going</p> <p>4. Complete</p> <p>Complete</p>

	<p>to the Attorney General's office for review and approval.</p> <p>2058 (36%) voters voted in the ATE. All elected officials have been sworn in. The second Campaign Finance Report was due Monday, May 12. A reminder email was sent. The debt exclusion question passed and the election ballot showing the 1014 - 1000 vote count has been certified and submitted to the Dept of Revenue.</p>		
<p>5. Hamilton Census/Street List process MGL C.51 s.4</p>	<p>5. The 2025 Census Form was mailed to 2,894 households late Dec. Forms were due back Jan 31. The mailing included the dog license renewal form and the 2025 trash schedule. A second census form was mailed to a random number of delinquent filers. 1905 returned and processed.</p> <p>On June 2, 1470 voters who did not return a 2025 Census Form were inactivated in the voter registration system. This number is The Census form is the proof of residency required to remain on the voter list.</p>	<p>5. January 2025</p> <p>June 2025</p>	<p>5. 65.8% Returned</p> <p>25% of voters were inactivated</p>
<p>6. Two (2) Special Town Meetings June 9 and June 26</p>	<p>6. The Clerk's Office is preparing for the STM's. The warrants will be posted at least 14 days prior to each meeting. Poll workers have been scheduled to staff five (5) check in points. Last day to register to vote at the June 9 STM was Friday, May 30. Last day to register to vote at the June 26 STM is Monday, June 16, 5 pm.</p>	<p>6. June - July</p>	<p>6. Ongoing</p>
<p><u>Treasurer/Collector's Office</u></p>		<p><u>Timeline</u></p>	<p><u>Status</u></p>
<p>1. Billing</p>	<p>1. Water bills were mailed out May 1st and are due May 31st. Payments may be made online or in person.</p> <p>4th Quarter Real Estate tax bills were mailed out on March 28 and are processed.</p> <p>Real Estate and Personal Property RY25 Demand will be mailed 6/6/25 and are due 6/22/25</p> <p>Real Estate deferrals have been approved so we are in the process of moving them into our deferral status</p>	<p>1. May 31, 2025</p>	<p>1. Water Bill Due</p>
<p>2. Benefits /Payroll</p>		<p>2. June, 2025</p>	<p>2. On-Going</p>

	<p>2. Open Enrollment period closed May 23, 2025. Rates for FY 2026 were emailed to all employees.</p> <p>Sue is also processing all new summer hires for recreation and the DPW as well as preparing for several upcoming retirements</p>		
3. New Hire	<p>3. The Office welcomes new hire Kim Falloni as the new AR/AP Coordinator. Training continues. <i>Kim has settled in nicely and training is ongoing.</i></p>	3. June, 2025	3. Complete
4. 2025 Tax Rate	<p>4. The FY 2025 Tax Rate has been set by the Massachusetts Department of Revenue at \$15.65 for Hamilton. This is an increase of \$0.54 per thousand over the FY 2024 rate.</p>	4. January 2025	4. Complete
5. End of year	<p>5. All are working on end of year processes to prepare for the end of fiscal year.</p> <p>Workers Comp audit was submitted.</p>	<p>5. May 2025</p> <p>Spring 2025</p>	<p>5. On-Going</p> <p>Complete</p>