

Hamilton Development Corporation
March 2, 2016

The Hamilton Development Corporation met at Hamilton Town Hall at 7:30 a.m. on Wednesday, March 2, 2016 with Bill Gisness, Brian Stein, Anthony Nickas, Rick Mitchell present. Community Projects Coordinator Dorr Fox, and DPW Director Bill Redford also present.

Call to order

Brian Stein called the HDC meeting to order at 7:30 a.m.

Approve warrant #1615

The HDC reviewed for approval the HDC warrant #1615 in the amount of \$509.63 which consisted of Dorr Fox's time.

Bill Gisness moved to approve HDC warrant #1614 for \$509.63. Anthony Nickas seconded the motion. VOTE: Unanimous.

Minutes Approval

Gisness moved to approve meeting minutes for January 20, 2016 and February 3, 2016. Rick Mitchell seconded the motion. VOTE: Unanimous.

Review of Pre-Bid Conference

Discussion ensued about the pre-bid conference for the 59/63 Willow Street property that occurred at Town Hall on February 26, 2016. Four interested developers attended the meeting: Tom Ford, Alan Berry from C.P. Berry, Kim Kingston from CES, and John Tripp from Green International Affiliates. Before this meeting the HDC received inquiries about the RFP from other developers who were not going to attend the conference. It was noted that Stantech expressed interest in doing engineering for the development.

Comments from attendees at the pre-bid conference were that the 59/63 Willow Street site is tough in terms of locating a building and septic system, handling stormwater, and making the development functional and cost effective. It was noted that there are zero setbacks minus landscape buffers at the site versus 25' setbacks outlined in the Willow Street overlay district. The site is just under an acre. An acre or more would

require stormwater regulations to be followed. Stein will research what engineering thresholds are required. At the meeting developers expressed concern that the abutting parking lot is shedding stormwater onto the HDC's Willow Street property behind the Black Cow restaurant.

Discussion ensued about the HDC's next steps for the Willow Street property based on if it does or does not get any bid proposals. The next deadline is March 11, 2016 for submitting questions and on April 8, 2016 bid proposals are due. The HDC will go through the bid process to see what is the outcome. It was noted that the bank is in the process of extending the HDC's mortgage to interest only for another year (April 2017).

Hamilton Downtown Improvements

Discussion ensued about how Dave Carey is compiling ideas for solar street lights and Christmas lights. Stein will speak to Jeff Hubbard about cooperatively contacting the downtown businesses regarding proposal to encourage them to participate in effort to install more holiday lights downtown.

Discussion was on how the meals tax dollar amount in the Town Meeting warrant was corrected from \$90,000 to \$65,000. Also addressed was how Finance Director Brian Connolly will identify for the HDC which businesses in Hamilton are supposed to be paying meals tax (i.e., Cumberland Farms) and if all have paid the tax. The state has records on this tax collection that could be doublechecked. Community Projects Coordinator Dorr Fox offered to contact the state (possibly done with a letter from the Town Manager), and the Board of Health to understand this tax in more detail.

New/old business

Fox reported on why Andrew DeFranza from Harborlight Community Partners had said his organization was not interested in developing the 59/63 Willow Street property. DeFranza had said the project was rather small in relation to the risk. The project that Harborlight Community Partners would be interested in would likely not meet the zoning requirements and he thought there could be resistance to a request for a variance. DeFranza suggested if the HDC did the permitting and the developer did the construction this could make a project a lot easier. Also noted by DeFranza was that his organization is limited in the amount of tax credits it can receive annually associated with development projects so the organization is more likely to go forward with a larger rather than a smaller project with lower return.

Discussion ensued about how the Firehouse Place project was small that Harborlight Community Partners did on Willow Street. It was noted that there was a variety of funding mechanisms used for the project and there was an aspect of good will toward the Town since this project had a small return for the developer.

Fox has followed up with emails and phone calls with other developers who were sent the RFP to understand why they were not interested in a 59/63 Willow Street development project. However, he has not heard any response to date.

Discussion was on how an addendum could be created for the RFP waiving the mandatory pre-bid conference attendance requirement, and address the site plan review approval process relative to variances and special permits, and stormwater requirements.

Mitchell moved to adjourn the meeting at 7:51 a.m. Gisness seconded the motion.
VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Brian Stein, President