

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

October 26, 2016

Members Present: Bill Gisness, Tom Goodwin, Jeff Hubbard, Rick Mitchell, and President, Brian Stein

Coordinator: Dorr Fox

This meeting was called to order by Brian Stein at 7:32 am with a quorum established.

Warrant for bills

Motion made by Tom Goodwin to approve the Warrant

Seconded by Bill Gisness

Vote: Unanimous in favor

Approve Minutes

Motion made to approve the minutes of October 12, 2016 by Brian Stein

Seconded by Bill Gisness

Vote: Unanimous to approve the minutes.

59/63 Willow Street

Tom Goodwin reviewed the three proposals for the market study to determine the feasibility of various uses on the property. Proposals were received from RKG Associates, Inc., John Shuka, and Lynn Sweet. It was discussed that there may not be a market for commercial uses while there were multiple potential residential uses, including condo and rental units. The cost of each proposal was discussed with proposals being in the range of \$10,000 to \$17,000. Lynn Sweet would be able to provide about 80% of what the Corporation was looking for. Ms Sweet's proposal would cost \$10,000 to include items one through seven. The example of the Town of Dunstable, completed by Ms Sweet for \$30,000, was extensive but Ms Sweet said she could provide bullet points for what the information that the Corporation was seeking.

Once the base information was established, the Corporation could build the right mix of uses. Both John Shuka and Ms Sweet agreed that commercial use was not the highest use of the property. After Bill Gisness and Brian Stein both requested more time to review the proposals in more depth, it was decided that the proposals would be discussed at the next meeting.

Mr. Stein described his discussion with Charlie Wear, Meridian Engineering, regarding the engineering design that included drainage and septic. Mr. Wear would develop a conceptual plan for \$3,000. The cost would be \$30,000 for phases through the Site Plan Review permitting process. Construction drawings for the civil engineering only would cost an additional \$10,000. Rick Mitchell stated that he believed there would be a need for a traffic study.

Members of the Corporation discussed the Affordable Housing Trust study of affordable housing sites. Members questioned going to the Planning Board and it was decided it would not be until after the market and civil engineering studies were complete.

Motion made by Bill Gisness to approve Meridian Construction to provide a feasibility study for 49/53 Willow St. with a cost not to exceed \$4,000.

Tom Goodwin seconded

Vote: Unanimous in favor

#### Hamilton Downtown Improvements

Members of the Corporation discussed contracting with Dodge Tree to provide lights on fourteen Town-owned trees on Railroad Avenue. The cost for the solar generated light installation would be \$100 per tree and the lights could last one year. Lighting and flower pots were considered immediate improvements to the Town. A check would be written to the Town from the HDC and the Town would write a check to Dodge Tree. Brian Stein said it would come out of the \$10,000 to the Town. The Garden Club would also appreciate five sets of the lights for the flower boxes in the median strips downtown. The lighting of trees in Patton Park was outside the Corporation's purview, according to Rick Mitchell.

Motion made by Brian Stein to pay Dodge Tree to install lights on fourteen trees on Railroad Avenue and provide five sets for the Garden Club for the median boxes, with a cost not to exceed \$2,000.

Seconded by Bill Gisness

Vote: Unanimous in favor

#### New/Old Business

There was a discussion of the Downtown Business Group. Brian Stein said they never disbanded but the group had not had much activity. Jeff Hubbard said once the Fall Festival was no longer a yearly activity, there was less interest, but they still intended on hosting the Christmas stroll. There was hope that the tree lights and new bakery would spur new interest.

Motion to adjourn made by Rick Mitchell

Seconded by Brian Stein

Vote Unanimous to adjourn at 8:20 am

Prepared by:

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Marcie Ricker

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Attest

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Date