

Hamilton Development Corporation
May 27, 2015

The Hamilton Development Corporation met at Hamilton Town Hall at 7:30 a.m. on Wednesday, May 27, 2015 with Brian Stein, Bill Gisness, Rick Mitchell, Dave Carey, Anthony Nickas present. Consultant Rachel Meketon, DPW Director Bill Redford, BOS liaison Marc Johnson also present.

Call to order

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

Minutes from April 15 and 29, 2015

Stein moved to approve the minutes of April 15 and 29, 2015. Dave Carey seconded the motion. VOTE: Unanimous.

Warrant for Bills

The warrant HDC 1517 in the amount of \$2,342.86 is for mortgage, standard Harborlight management fee, and minutes recording. Stein entertained a motion to approve HDC warrant 1517 for \$2,342.86. Discussion ensued about if there is an issue with house or commercial building Harborlights will manage situation. The house tenant is mowing lawn and removing leaves. Bill Gisness moved to approve payment of \$2,342.86. Carey seconded the motion. VOTE: Unanimous.

ULI TAP

ULI will do its technical assistance panel on June 22. HDC representatives did a downtown walk with ULI representatives a couple of weeks ago and ULI was tasked with economics based on proposed development to understand economic benefit for Town. Also, if there is a wastewater treatment system put downtown how does it affect economics.

Discussion ensued about HDC's plan for June 22 relative to providing ULI with Hamilton only general information, maps, site plans of downtown, photographs, demographic information including age and income, economics, statistical report for current historical and future years, labor information (unemployment and employment breakdown), directory of office buildings, directory of restaurants, major employers, crime rate, visitor and tourism statistics, school ratings, financial situation and sources

of funding, issues of local concern (wastewater treatment, tax revenue, housing, infrastructure), identification of problem areas (Hansbury site, McRae site, power lines, appearance of downtown – benches/trash receptacles have been installed), description of current initiatives (zoning overhaul and mixed use/multifamily zoning, design guidelines and wastewater treatment), parking, promotion of downtown district (benches, trees, signage), contact information including Town Manager Michael Lombardo and HDC's Selectmen's liaison Marc Johnson, median household income, median property value, property tax rates, housing mix (apartments versus single family houses), profile of residents, utility services, history and reputation of selected neighborhoods, commercial/retail (list of current business/office buildings), retail sales by volume, square footage of leased space, description of any businesses where there may be a need (toy store, bakery, coffee shop, antique store, family restaurant, book store, art gallery, tack shop), identification of empty retail space, location of parking lots (no revenue generation), location of schools, public safety, hospitals, airports, highways, rail access, visitor profile of park users (families, sports teams, seasonal hours, activities and entry fee), dimensions and location of area, site under consideration (Asbury to Linden Streets behind shopping center to Willow Street), zoning regulations, description of surrounding area (single family residential $\frac{1}{4}$ acre to $\frac{3}{4}$ acre, open fields adjacent in Wenham), public opinion (news article and meeting minutes), environmental concerns (septic system, groundwater, contamination). Rachel Meketon will work a few more hours per week for next two weeks to compile and provide this information to ULI in binders for each panel member.

The ULI TAP will occur during the day on June 22 and results will be presented in the evening at the HW Library. Discussion ensued about ULI's plan to interview stakeholders, Town leaders (Town Manager Michael Lombardo, Selectmen Chair Scott Maddern, BOS liaison Marc Johnson, Planning Board and ZBA members), land owners, business owners, public safety personnel, and possibly a few residents. HDC discussed list that ULI will review with a preference for business owners, property owners and developers.

Discussion ensued about outreach where HDC reviewed document written by Meketon that would be sent to land use boards, and note that publicity for June 22 event would be done with League of Women Voters, and through a newspaper article, and Town website.

Old/New Business

Discussion was with Marc Johnson about BOS interest in HDC's mission and projects. Also, that existing order in Hamilton has to be disrupted to create something new in Town so building consensus is essential. A good example was how Essex designed a master plan to deal with Conomo Point.

BOS appointment of HDC members

Gisness moved to approve the extension of HDC terms for Rick Mitchell and Dave Carey for the next three years. Carey seconded the motion. VOTE: Unanimous.

59 Willow Street

Discussion ensued about Salem Five bank's willingness to limb one of the trees and need for removal of another tree at the Salem Five parking lot side of 59 Willow Street property.

Parking

The HDC will address parking at a future date.

HDC budget

Anthony Nickas will have a draft budget for the HDC's review and discussion at the Corporation's next meeting.

Gisness moved to adjourn the meeting at 8:32 a.m. Mitchell seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Brian Stein, President