

HAMILTON DEVELOPMENT CORPORATION

MINTUES

Nov. 20, 2013

Welcome – At 7:30 AM Chairman Brian Stein opened the meeting of the Hamilton Development Corporation. Board members Anthony Nickas, Rick Mitchell, Bill Gisness, and David Carey were present. David Geike of Wenham was present as was Hamilton resident Anthony Mente. Planning Coordinator, Kristine Cheetham, was also present.

1. **Insurance** – The Board members discussed the insurance coverage. A. Nickas was seeking clarification on the exclusion related to the duty to defend. K. Cheetham has several questions in to the insurance agent and is awaiting a response. She will work directly with A. Nickas to resolve the matter and hopefully get the HDC coverage in place prior to the next meeting.
2. **Annual Plan & Operating Procedures** – K. Cheetham asked if the Board would continue to work towards adopting a short term, annual or three year, plan. She noted that it would be helpful for a variety of reasons to articulate goals and milestones. This Plan is also a key component in the advancement of “development projects” for the HDC according to their bylaws. D. Carey agreed to begin work on the topic.
3. **Downtown Planning Workshop Update** – The Board members noted that many people attended the workshop and learned about the downtown efforts. Nearly all members of the Board participated in the workshop. They were anticipating the written report to have a more detailed discussion about the recommendations.

The folks from Wenham complained that they were under-represented. However, there were many people there and they didn't realize that David Geike and Emilie Cademartori were participating fully in the planning efforts. Perhaps the draft plan can include a note about Wenham participation. D. Geike agreed to work with Emilie to identify key stakeholders to include in future planning efforts. A few of those stakeholders were listed at the meeting: selectmen, all business owners (even if they are not located in the Hamilton Village area), the neighbors from both sides of Pingree park and along Route 1A, and eventually the Board of Health, Conservation Commission and Planning Board.

D. Geike also added that at some point the Town of Wenham or a representative of the town should be appointed to the HDC as a voting member.

4. **Waste Water Treatment Planning** – The members of the Board reviewed the two submittals for waste water treatment planning. The firms of Wright Pierce and Weston

Sampson submitted responses to the request for quotes. Both firms submitted proposals with similar scopes of work, budgets, and expertise. B. Gisness felt that the Weston Sampson proposal was professional in all facets of the response and stated his preference for working with that firm. R. Mitchell noted that the Wright Pierce firm offered a more independent viewpoint because they have not worked with the town in recent years. In order to make a decision the Board members focused on the level of specificity with tasks and the budget. As result, the Wright Pierce was favored.

ACTION: D. Carey made a motion to approve the selection of Wright Pierce to assist the HDC with waste water treatment planning and outreach. R. Mitchell seconded. Four members voted in favor. One opposed.

5. **Economic Development Opportunities** – B. Stein informed the Board that there might be an offer from another party to purchase the McRae properties downtown. He stated that the deadline for drafting an option on this land might be very close: Nov. 27, 2013. The land involves two parcels; the house lot and commercial lot. They are assessed at \$510 K. The HDC would like to offer the McRae family a life estate for a sum of about \$10 K. The arrangement would also propose a one year time frame to secure a business plan and all financing. B. Stein suggested that he planned to work with the town finance director, Deborah Nippes-Mena. The members of the HDC also discussed the possibility of purchasing the commercial building outright and then leasing it out to secure revenue and use it as a financial option for purchase of the rear house lot. The details of the option would be drafted by the HDC attorney and B. Stein.

K. Cheetham asked the members of the HDC to confirm why the HDC was interested in the parcel and what benefit to the community this purchase would make. The Board members responded that there was potential to locate a waste water treatment facility on the site, there were potential economic development options for the downtown at this site and the control of the site in such a key location was desirable. The Board felt that the property may not achieve the best use if left in the hands of a private developer at this time. They noted that the zoning and visions were not yet in place. D. Geike asked if the purchase needed to go to town meeting. R. Mitchell stated that it did not.

ACTION: D. Carey made a motion for B. Stein to have the authority to work with the HDC attorney to draft an option for the land. R. Mitchell seconded the motion. All voted in favor. The Board agreed to participate electronically during the interim between meetings if an option were drafted that might need approvals. D. Carey asked to be emailed at his home account due to plans for travel.

Adjourn: At 8:35 AM R. Mitchell made a motion to adjourn. D. Carey seconded. All voted in favor.

