

**TOWN OF HAMILTON  
BOARD OF SELECTMEN  
JANUARY 3, 2011**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, January 3, 2011 with William Bowler, Jennifer Scuteri, Marc Johnson and Jeff Stinson present. Town Manager Michael Lombardo and Fire Chief Phil Stevens also present.

**Volunteer drivers needed for SeniorCare's Meals on Wheels**

Hamilton resident Betty Gray, who works for SeniorCare, spoke about the need for volunteer drivers for the Meals on Wheels program in Town.

**Town Manager Report**

Town Manager Michael Lombardo planned on providing an update on the Officer Michael Marchand lawsuit but an amendment was filed this morning. He'll provide an update on this matter once he understands the details of the amendment. Depositions are almost closed for this case.

He should have a revised Town budget for the Board by the end of the week. The Town expects to receive 11% less local aid from the state than it did last year.

No meeting is scheduled on the operational audit done on the schools since the consultant is doing a more thorough analysis before draft report is finalized.

Discussion with representatives from the Enough Is Enough group about why their organization wasn't provided with a copy of the draft report based on it is not an elected or appointed body nor did EIE formally request a copy of the consultant's draft report. A few Town and school district officials have reviewed the draft report for technical accuracy.

The operating hours at Town Hall have been changed beginning today where local government is doing business and is available to the public from Monday through Friday, 8 a.m. to 4:30 p.m. This helps to provide the best customer service and to standardize working hours for all Town Hall employees.

### **Myopia Sled Dog Race**

Hamilton resident Jack Lawrence spoke to Selectmen about Myopia Sled Dog Race scheduled for January 15 and 16 from 9 a.m. to mid-afternoon. Snow is needed for the long stretches of the race trail at Pingree School and Appleton Farm so event could be rescheduled to January 22 and 23 or February 5 and 6.

The purse for the event has been doubled so there may be as many as 100 competitors this year. The start of the race will be located at Walding Field Road in Ipswich at the Monument Field in Appleton Farms. Most of the race will occur in Hamilton.

A \$20 parking fee will be charged at the race base location that includes an event program. There was a brief discussion on this fee being high especially since there are areas along the race trail where parking is free.

The event will have sponsors this year and surplus funds will be donated to the Trustees of Reservations, Essex County Trails Association, Animal Rescue Fund, and Essex County Greenbelt along with private landowners that are allowing the race to travel across their properties.

Discussion on loose ends that need to be worked out with Police Chief Russell Stevens regarding whether or not Cutler Road will be closed (race path travels across the road in two small areas) and that a police detail is needed at event.

A whole foods stand will be located at the race base but no alcohol will be served.

The insurance policy for the Town and private landowners should be ready for the Board in the next few days.

Fire Chief Phil Stevens raised the issue of how emergency medical services will be provided at the dog race. This will have to be addressed since there are only two fire personnel working on weekends from 10 a.m. to 5 p.m.

### **Selectmen Revenue Initiatives**

Discussion on research Selectmen had done on fees charged in surrounding communities as they compare to the fees for Town permits/licenses in Hamilton.

Ipswich and Essex in general charge less with the exception of building fees and there are more restaurants in these towns. All alcohol licenses are geared to the number of seats in establishments, this is not done in Hamilton. In Lynnfield, the fee for a club license is \$4,000.

North Andover and Newbury websites did not have alcohol fees listed. North Andover's website was well organized to be business-friendly. Board discussed how in general a cost analysis would have to be done since fees can only be raised to cover costs. Wenham and Topsfield charge from \$50 to \$100 for one-day liquor licenses although other fees are generally lower than Hamilton's.

Discussion on possibility of licensing all businesses in Town beyond "doing business as" certificates and that 18% of residents have personal businesses in their homes. If gas stations were licensed this could address how many cars can be stored on properties.

Discussion on how much to charge regarding a decreasing cost per thousand for building permits that would promote development and bring in revenue to cover costs. In Lynnfield, electrical inspector gets paid a percentage from permitting fee rather than just stipend so this motivates follow through on permitting.

Board discussed how workflow at Town Hall should trigger permitting (i.e., Assessors should receive copy of building permit when additions to properties are done to prompt revaluation).

In addition, how excise tax can be charged for vehicles principally garaged in Hamilton based on residents registering to vote and having children enrolled in the public school district.

Selectmen are also focused on lining up tax title land that can be sold as another revenue stream in Town.

### **Sign Cemetery Deeds**

The Board signed cemetery deeds.

### **Accept Minutes: Regular Session: December 20th**

The Board postponed accepting these minutes until next BoS meeting.

**Other business: schedule next BOS meeting, Open Meeting Law discussion**

Discussion on Open Meeting Law transparency and interpretation of when a document becomes public to be discussed with members of the press from Hamilton-Wenham Chronicle newspaper and Patch website at next BoS meeting.

Discussion was on examination of locations as election sites such as former Hamilton Public Library building and Methodist church. Holding elections at Winthrop School disrupts school schedule since school is not conducted on election days and the regional school district is developing its schedule now.

The Board set its next meeting for Tuesday, January 18. At that meeting Selectmen will discuss the regional ECO center proposed in Middleton. Jennifer Scuteri will check into specifics about why other towns decided not to join regional dispatch center.

Selectmen will also discuss on January 18 whether or not to increase the fee for one-day liquor licenses for establishments in Town and appoint a resident to the School Facilities Sub-Committee.

Scuteri entertained a motion to adjourn at 8:10 p.m. William Bowler so moved. Marc Johnson seconded motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: \_\_\_\_\_

Clerk