

**TOWN OF HAMILTON  
BOARD OF SELECTMEN  
WORKING SESSION  
DECEMBER 17, 2012**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, December 17, 2012 with David Neill, Marc Johnson, Jennifer Scuteri, Jeff Stinson and Jeff Hubbard present. Finance Committee members John McWane, Rick Sprenkle, and Charles Chivakos, Town Manager Michael Lombardo, Finance Director Deborah Nippes-Mena, Police Chief Russell Stevens and DPW Director John Tomasz also present.

**Call to order**

Chair David Neill called the meeting to order at 7:00 p.m. and asked for a moment of silence in recognition of the Newtown, Conn. tragedy.

**Public Comment**

Ed Howard, Meyer Lane, spoke about difficulty for audience to hear the Selectmen's meetings since there is no speaker system in the Memorial Room.

**Town Manager's report**

Town Manager Michael Lombardo referred Board to letter from Gordon Conwell Theological Seminary and mentioned that Town had received the seminary's annual gift of \$100,000 this past week. Marc Johnson acknowledged the gift and letter from seminary. Neill mentioned the increasing interaction between seminary and Hamilton and that Town had supported a runner from GCTS in Gabe's run and that audit courses are offered to Hamilton residents by GCTS. Jennifer Scuteri noted that GCTS has offered to bring Chinese language education to the HWRSD if the schools would pursue it.

Also, first mediation meeting with Hamilton's Fire union occurred today and is slow going. Lombardo said when he arrived in Hamilton as Town manager the Fire union was already in mediation. He noted that the Town officials met with the Joint Labor Board this summer relative to a filing by the Fire union and there is consideration for appeal. Court administrator had said there should be two mediated sessions between the Fire union and the Town. He said a second

mediation would occur with the hope to get this resolved. Lombardo said there are major issues between Town officials and Fire union.

Jeff Hubbard inquired about the legal costs associated with this Fire union contract negotiation and mentioned need for Selectmen to understand state involvement. Lombardo agreed to provide Board with details on situation during an executive session scheduled during the Selectmen's January 7 meeting.

**Chairman/ Selectmen reports – Letters**

Neill read a letter from residents acknowledging the successful recent Hamilton Police Academy for citizens and the education that 20 citizens received. In addition, he read a letter from Jean Whitman from the HW Garden Club thanking Hamilton for funding and public works personnel for the expert help installing the downtown planters. Neill also mentioned the presentation at the Community House Noel celebration.

Hubbard said that the downtown merchants recent Christmas stroll was well attended. Also, that the Patton Park Pool Committee had met recently and organized thoughts to present to the Joint Recreation Board to coordinate with the Recreation Master Plan. He mentioned that 200 people use the existing swimming pool for two months a year.

Hubbard suggested that the plan for a new pool should be scaled down since an expanded pool plan with additional facilities would require a new septic system that could cost as much as \$200,000. He said one goal for the committee is to increase the use of the swimming pool across a larger demographic of residents. He noted that having a plan in place for the pool by ATM in April was aggressive. Selectmen recommended this topic should be discussed at a future Board meeting and noted the need to provide guidance to committee about project direction.

Scuteri mentioned the reach out letter from Superintendent of Schools Michael Harvey to Newtown, Conn. and suggested importance of providing information to community regarding security measures and procedures in the HWRSD. Lombardo agreed to contact Harvey about getting a copy of the letter into the Hamilton-Wenham Chronicle newspaper.

Jeff Stinson addressed pressing legislators to increase the amount of money the state reimburses HWRSD for school choice students. He added that State

Representative Brad Hill had mentioned that government officials supporting urban communities that send students to the HWRSD would resist any change since it would mean higher costs for those communities. This is part of the analysis HWRSD is doing to understand if school choice is cost effective for school district.

**CONSENT AGENDA**

Neill read the list of Consent Agenda items for Board approval:

**Hamilton Wenham Mother's Group** seeks permission to use Patton Park (playground and gazebo area) on Saturday, June 8, 2013 from 3:30 -5:30 p.m. to celebrate its 100<sup>th</sup> anniversary. H-W Little League will cancel its scheduled games to accommodate the event.

**Hamilton Green** seeks permission to place a sandwich board sign near the Patton Park parking lot at Asbury Street promoting the annual holiday tree recycling program. Sign to be displayed from December 22, 2012-January 7, 2013.

**Accept Donations for Patton Park Playground**

- **General Donations \$9,425 representing 25 donors**
- **Brick Campaign \$7,250 representing 60 donors**

**Patton Park Playground – General Donations**

Neil R Ayer, Jr. - \$1,000  
Joseph W Haley - \$100  
Kenneth & Judy Gregg - \$100  
Jeffrey & Susan Wilfahrt - \$25  
Claire M White - \$25  
Mark & Pamela Brislin - \$100  
D. Shirley Gray - \$25  
Muriel J Walters - \$25  
Candace S Martinez - \$25  
John & Diana Dotson - \$100  
Eileen & Mark Young - \$25  
Hamilton-Wenham Youth Soccer - \$500  
Salem Five Cents Savings Bank - \$500  
Mac's Shoe Repair - \$100  
Thomas & Susan Ackerman - \$50  
Walter & Anne Marie Cullen - \$100

William C Clifford, Esq. - \$250  
Elizabeth R Colt - \$25  
Leland Design - \$2,500  
George Ricker, Jr. Inc - \$1,000  
Denise Wright-McDonald - \$25  
James & Eileen O'Holleran - \$250  
Franklin & Amy Foster - \$2,500  
Thomas Schmidt & Tracy Mayor - \$50  
Steven & Deborah Barrett - \$25

**Patton Park Playground – Brick Campaign**

Marc & Tracy Liphardt - \$100  
Michael F Gladchun - \$100  
John & Alison Harden - \$100  
Lori M Perkins - \$100  
Melissa & Paul Goodwin - \$100  
Mark & Catherine Carleo - \$100  
Jenna & Lucas Barton - \$100  
Dorothy Ajalat - \$100  
Mark & Deborah Everett - \$100  
Ronald & Judith Oro - \$100  
Deborah H Evans - \$100  
Lauren & Michael Prior - \$100  
Jeannine & Patrick Ryan - \$300  
James & Jacqueline Cooper - \$100  
Helene Hutchinson - \$100  
Paul T Gilmartin, Jr. - \$100  
Esther & Rex Vanier - \$100  
Richard & Pat Goehlert - \$100  
David & Carol Carlson - \$100  
Christine W Gaudreault - \$200  
Margarett M Vernon - \$250  
John & Barbara Vanderwilden - \$500  
James & Elaine Horrocks - \$100  
Andrea & Ralph Caruso - \$100  
Benjamin & Sona Revette - \$100  
Lynn & Thomas Marcotte - \$100  
Luanne M Lyons - \$100  
Scott R Weissman - \$100  
Scott & Cristie Carter - \$400

Velda & Jeremiah Model - \$100  
Ashley & Casey Guitarr - \$100  
Rosemary Kennedy - \$100  
Judith & Joseph Aparo - \$100  
Henry J Gourdeau - \$100  
Jonathan & Heather Greeley - \$100  
Renee & Michael MacDonald - \$100  
Thomas Tseki - \$100  
Brent Leland & Emily Gipson - \$100  
Patrick & Cornelia Shea - \$100  
Leonard & Amy Dolan - \$100  
Generals Youth Football Inc. - \$100  
EPS Associates LLC - \$100  
Hamilton-Wenham Family Chiropractic - \$100  
Select Construction Co. Inc - \$100  
Lisa Lemons - \$200  
Michele Carlucci Sears - \$100  
GB Web Consulting - \$100  
John & Alison Hawke - \$100  
David C De Sieyes - \$100  
Stephanie & Brian Stein - \$100  
Andrew & Tasha Jose - \$100  
Caleb & Elizabeth Powers - \$100  
Lynn & David Moertl - \$100  
Over the Rainbow - \$100  
Jonathan & Elizabeth Siegal - \$100  
Jeremy & Dina Coffey - \$100  
Franklin & Amy Foster - \$100  
Katherine & Pete Tschudy - \$100  
Royce & Grace Gruenler - \$100  
Jeff Fotta - \$100

**One Day Liquor Licenses**

Gourmet Delights Catering, Inc. for an event at the Community House on December 28, 2012; and for an event at the Community House on December 29, 2012

**Approval of Minutes** – December 3, 2012 – Regular Session, December 8, 2012 – Joint Session with Finance Committee and December 10, 2012 – Working Session

Lombardo mentioned that Patton Park playground renovation was underway. Neill entertained a motion to approve the Consent Agenda as read. Johnson so moved. Scuteri seconded motion. VOTE: Unanimous.

### LICENSE RENEWALS

#### **Common Victualler License Renewals for 2013:**

- **Community Service of Hamilton and Wenham, Green Meadows Farm**

Neill entertained a motion to approve the renewal of the common victualler license for 2013 for Community Service of Hamilton and Wenham. Stinson so moved. Scuteri seconded motion. VOTE: Unanimous.

Neill entertained a motion to approve the renewal of the common victualler license for 2013 for Green Meadows Farm. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

#### **Entertainment License Renewal for 2013**

- **15 Walnut** for live entertainment

Neill entertained a motion to approve the renewal the entertainment license for 2013 for 15 Walnut. Stinson so moved. Johnson seconded motion. Discussion ensued about the hours: Monday through Saturday from 6 p.m. until 11:30 p.m. and Sunday from 10:30 a.m. to 10 p.m. and that there have been no complaints. VOTE: Unanimous.

#### **Class II License Renewals for 2013:**

- **Mike's Auto**

Neill entertained a motion to approve the renewal of Class II license for 2013 for Mike's Auto. Discussion ensued about the license provision that no vehicles are stored on premises and that the property is in sale negotiations. Lombardo noted that the Class II license is for the property and the license doesn't transfer elsewhere if the property is sold.

He provided guidance to the Board saying that in previous discussions the Selectmen agreed to adopt the license without the provision in lieu of the Zoning Board of Appeals decision and that the license should be adopted in the same manner again especially in light of the fact that the Board is not willing to enforce the provision. He noted that the licensee has completed paperwork and

submitted check and would like his license renewed. Board members discussed briefly how some Selectmen were not in favor of used car sales downtown but that due to the ZBA decision, property potentially being in transition, and guidance from the Town manager, the Board concurred that they should approve the license renewal. VOTE: Unanimous.

### DISCUSSION ITEMS

**Hamilton Affordable Housing Trust** – Planning Board Coordinator Kristine Cheetham and Jennifer Raitt from MAPC presented process Town has undertaken to update Hamilton's Housing Production Plan that was created in 2005 and expires soon. This includes strategy to develop affordable housing in Town, that there was community input from senior residents through a survey, and documents are posted on Town's website including a housing forum presentation.

Raitt summarized that the Town's population has declined in the last decade while the household size has increased with older age group growing. In addition, school enrollment is declining, half of the community has a high number of wage earners and there are a larger percentage of lower wage earners in Town earning lower than \$40,000 a year. Also a middle income wage group that is not well served in the community that is being focused on as part of the housing production plan process to ensure a balanced housing stock in the community.

Also assessed is the slow growth period relative to building permits with six units per year constructed since 2003 in Town and the impact on cost and values in Hamilton. Another topic being analyzed is housing cost burden (more than 30% of gross household income towards housing) impacting residents that includes full spectrum of housing costs such as rental payment, insurance payment, tax bill, mortgage payment, utilities. Hamilton has the fourth highest housing cost burden amongst North Shore communities.

Discussion ensued about how more than half of the community (60%) is cost burdened with housing costs. Raitt explained that data being analyzed reveals how many residents own their homes and if they are burdened by mortgage and taxes. She also addressed home value and cost and that majority of senior owners are living in aging homes that may need repairs or modifications but these elderly residents want to remain in their homes.

Raitt summarized top level goals for Hamilton such as capitalizing on housing trust, using CPA funding for housing, overlay district, establishing realistic housing production goal, working with HDC and Harborlight. Barriers included no buy-right housing for 55 and older, access to state funds, more private equity and septic issues.

Seniors are interested in living closer to Town center and senior center and want access to information about how they could stay in their homes. Raitt said work is being done with housing trust to address barriers and they are looking to Selectmen for input on strategies and goals. The goal is to get the production plan done next month.

Discussion ensued about population aging, declining school enrollment and why young families are not moving to Hamilton and the need for housing options for seniors. Raitt noted that cost of housing is high for people to stay in Hamilton and there is not the option to relocate within Town rather than move to another community. She suggested that they are looking at providing companion programs to offer local assistance (state agency funding) to first time home buyers and to help seniors stay in their homes.

Johnson mentioned that solutions have to be across the board for homeowners if 60% in Town are cost burdened. Discussion ensued about current home burden and percentage of income to housing cost including those homeowners without mortgages. Johnson added that there could be policy for seniors and young families. Raitt identified that some residents could be assisted with utilities and there would be separate mortgage programs including grants. She noted that they had looked at Hamilton's senior tax exemption program. Raitt said analysis is being done with communities in similar situation that are interested in growth to identify strategies that could be used for Hamilton.

In response to Planning Board Chair Peter Clark, Raitt said there are state grants to address how senior housing by-law could be used by developers and increase density. Discussion ensued about how the Town could work with non-profit partners such as Harborlight for a different absorption of cost and greater return at the end of a project. In response to Hubbard, Raitt said there is greater demand for projects in other North Shore communities and that Hamilton has potential for more growth but has not captured the market.

**Council on Aging** – Director Mary Beth Lawton presented information for a \$47,000 Community Preservation Committee application for CPA funding to

redo the kitchen at the Senior Center. The project qualifies for CPA funds under historic preservation to pay for the capital improvement and construction costs.

New appliances do not qualify for CPA funding so private fundraising would be required. Lawton described how the upgraded kitchen would provide a location for SeniorCare to bring food to the Senior Center. She noted the value to elderly for an opportunity to have access to a good meal, especially for residents interested in remaining in their homes in Town. The Board expressed support for the initiative.

**Town Cemetery** – DPW Director John Tomasz presented information to the Board about the Town's 13.5 acre cemetery having 9,600 people buried there, 2,000 monuments, 250 shrubs, over 300 borders and 2,600 obstacles for grounds work; where it takes 14 hours to do the weed whacking.

Tomasz explained that in the older section of the cemetery there have been very few burials. In the newer section of the cemetery he mentioned that six cremations can fit into one lot. Also noted was that a new section of the cemetery could be expanded adjacent to the shed. This could provide lots for 1,080 burials moving forward or with cremations 4,921. He added that many people visit the cemetery.

Discussion ensued about half acre capacity to expand cemetery for decades so it did not seem to be a need to buy any more land. Privately owned farm or forest land surrounds the cemetery. Also noted was that Pirie family had previously gifted land for cemetery use and that estate is for sale so the owner might be approached by Town officials for another gift. In addition, there was discussion about if Patton property land could be used for veterans' cemetery.

Tomasz referred to his spreadsheet that outlined man hours of activity required to maintain cemetery including regular, seasonal and overtime labor. He estimated the labor costs if a contractor was hired at the prevailing wage to mow, do tree work and burials as well as snow plowing. Hubbard raised the issue of whether or not law mandated that just mowing grass would fall under prevailing wage requirement.

He added details about total costs with labor, pension and benefits that include cemetery work, plowing, work at DPW yard and work at Town parks and water treatment plant. He summarized estimate from Corliss Brothers for grass cutting and grounds maintenance for \$60,000 for labor (not prevailing wage). The cost

with prevailing wage would be \$109,000 and the Town is paying \$53,009 for the work and with benefits added in cost would be \$60,000. Hubbard kept mentioning that if the work was contracted out then there would be no truck and equipment costs incurred by the Town.

Lombardo mentioned that he had consulted with Town Counsel Donna Brewer and she had said Hamilton was obligated to pay the prevailing wage. Discussion ensued about how the Commonwealth contracts for landscaping. Lombardo said that contracted heavy equipment work would cost \$65 an hour.

Tomasz mentioned that Wenham had sub-contracted the cemetery work and reversed its decision based on poor results and Beverly is experiencing the same outcome using landscape contractors for cemetery work. He explained that burying people has specific procedures that have to be met and includes administrative costs that would not be contracted. Tomasz emphasized the pride of workmanship that Hamilton DPW employee Joe Shea brings to the work at the cemetery.

The quality of work has been demonstrated by the public works employees in Hamilton and Wenham who are assisting with the related effort at the HWRSD grounds. Lombardo said the tradeoff is breaking even with amount of time and work done in each jurisdiction between both towns. Tomasz said the work is getting done better in less time. He added that cemetery overtime is one-third of what it was in 2009 and a full time public works employee is doing more hours in the cemetery. Tomasz said the work required is consistent from one year to the next relative to number of hours of work.

Discussed ensued about the \$71,000 in wage rates and total of \$96,000 with benefits and pension included in 2009 to take care of cemeteries. Selectmen had varying opinions about the effectiveness of the cemetery maintenance related to the cost. Hubbard was especially interested in outsourcing the work with the hope of saving the Town money since Hamilton would just be paying for landscaping labor rather than healthcare insurance, pension benefits and equipment maintenance. Lombardo reiterated Town counsel's statement that the Town would have to pay prevailing wage to outsource cemetery maintenance services. Hubbard agreed that if this is the case that greatly impacts opportunity to realize savings benefit from outsourcing but noted need for Town to analyze all possibilities to save money.

**ECO/ Regional Dispatch disposition**

Discussion ensued about the need for Selectmen to decide in six weeks if Hamilton is going to proceed with ECO paying all costs alone since Wenham is joining regional dispatch center in Middleton and the communities of Ipswich and Manchester are not interested in partnering with Hamilton at the local ECO, or if the Town should pursue joining the Middleton regional dispatch center. To continue operating the local ECO alone would cost Hamilton \$180,000 more than it is paying now for the continued coverage to provide the same service and from a budget standpoint, the Town cannot absorb that cost.

Discussion ensued about what the long term capital costs would be if Hamilton opts to join the regional dispatch center in Middleton and that the state has only guaranteed the \$16.26 per capita rate for 2013. Also, that some of the Town officials would serve on the steering and executive committees for the regional ECO but that the sheriff's department owns the operation and controls how the center is funded.

It was noted that 15 retirees would remain on the books for Hamilton and Wenham if the Town opts to join the regional ECO, state would take over pension and health insurance costs for regional dispatch employees. Also mentioned was that last year some Town officials questioned state representatives about details related to regional ECO and no answers were provided. Lombardo noted there would be a follow up discussion with state officials in the near future and that the Andover police department would be providing back up to the regional ECO.

Discussion also addressed whether or not this topic should be brought back to Town Meeting for a vote when it has already been voted by Town Meeting to give the Selectmen authority to make the decision regarding the future of ECO services in Hamilton locally or at the regional dispatch center in Middleton.

**FY'14 Town & School Budgets** were discussed based on ongoing consideration of project proposals in light of budgets. Finance & Advisory Committee Chair John McWane explained that members of his committee had met with municipal and school department heads who were in support of budget presented to date although recognizing that expenses are up and that more information is needed for a decision to be reached on ECO.

Discussion ensued with McWane who said he had spoken to Superintendent of Schools Michael Harvey and School Committee Chair Roger Kuebel about how the school budget was at a starting point and that in the next few weeks action will be taken to identify areas where school district costs can be reduced.

Also addressed was that school departments in surrounding communities of similar size are finding opportunities for savings in their school budgets while retaining good academic standards for \$1,000 less per pupil cost than HWRSD.

Discussion ensued about what actions can be taken to address declining enrollment in the school district relative to if staff should be reduced concurrently or if the student headcount from residents could be increased impacting the number of school choice students.

Town officials agreed that it is important to allow enough time for School Committee to fully understand where the school budget dollars are being spent when planning for this fiscal year's budget. However, there was agreement that there have to be opportunities for cost improvement without sacrificing metrics.

Discussion addressed the \$14,600 cost per pupil in HWRSD and that area municipalities are educating their students as well as or better than the HWRSD is educating its student population for \$12,500 cost per pupil, and, if Hamilton could reduce its per pupil cost to that amount it would save \$4 million a year in the school district budget.

Discussion ensued on topics such as socioeconomic impact on SAT scores, that property valuations in Town could possibly go up as much as 1.5%, that \$5,000 tuition for choice students from 1970s legislation was an archaic amount and that the schools are studying choice equation in general, that a worthwhile goal for HWRSD is to add more kids without adding more teachers, and that Peabody is recruiting foreign students in its schools for a tuition cost of \$12,000 per student, and that there was general agreement that the school budget is work in progress.

### ACTION ITEMS

**Open Warrant** for April 6, 2013 Annual Town Meeting

Neill entertained a motion to open the April 6, 2013 Annual Town Meeting warrant. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

**Parking License Agreement – Town of Hamilton and The Talbot’s Inc.**

Lombardo explained that when the original agreement was negotiated between Hamilton, Talbot’s and the Community Package Store when the land was sold, the parking was not designated and Talbot’s needed that done now.

He noted that a longer term agreement needs to be finalized with the three parties but recommended the Board support the one-year agreement. Lombardo suggested the three parties could negotiate and formalize a longer term agreement beginning in January with guidance from the Board. The Town has agreed to do the snowplowing in the original agreement. There are nine spaces for the Talbot’s store. Johnson mentioned that when the store is closed, the parking spaces could be used for other parking needs.

Neill entertained a motion to approve the signing of the parking license agreement between the Town of Hamilton and The Talbot’s Inc. Scuteri so moved. Stinson seconded motion. VOTE: Unanimous.

**Policy on Boards and Committees**

Neill entertained a motion to adopt the Policy on Boards and Committees. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

**Advisory Committees of the Board of Selectmen:**

From time to time, the Board may appoint standing or ad hoc advisory committees to aid on matters under the Board’s jurisdiction. The use of such advisory committees is intended to provide greater expertise and more widespread citizen participation in the setting of municipal policy. Such advisory committees shall be used when the Board identifies a potential project or undertaking to be evaluated, and in the opinion of the Board, the involvement of a citizen-based committee would be helpful to the process.

A Board of Selectmen member may serve on a Board subcommittee, and may vote on such subcommittee, but such Selectman position on the subcommittee shall terminate if such Selectman resigns from the board of Selectmen or his or her term as Selectman expires.

Charges by the Board to advisory committees will be in writing and shall include the work to be undertaken, the time in which it is to be accomplished and the

procedures for reporting to the Selectmen, such reporting to occur, in writing, at least as often as semi-annually to the Selectmen. The Selectmen's Office will be sent copies of all committee agendas and minutes. The Board will either provide for a maximum term for a committee's existence or discharge committees upon the completion of their work.

The charges and membership of standing advisory committees will be reviewed periodically (at least annually by the Board) to assess the necessity and desirability of continuing the committee. Reappointments will be based on an evaluation of the member's contribution, the desirability of widespread citizen involvement and the changing needs of the committee and the Town, but in any event are subject to the sole discretion of the majority of the Board members present and voting.

It is the policy of the Selectmen to appoint qualified citizens to such advisory committees based on the qualifications or experience identified as being desired for such committees. In order to attract qualified and interested persons, vacancies will be made public as far in advance of an appointment as practicable.

Relations with other Town boards, committees and commissions:

The Board of Selectmen is aware that coordination and cooperation is needed among the Town's major boards, committees and commissions to: 1.) Set and implement consistently, Town wide goals and priorities, 2.) Identify and anticipate major problems and then work together towards their resolution, 3.) Collaborate on long-range planning understanding that long-range capital planning is the authority of the Town Manager and 4.) Work cooperatively toward revenue generation.

Therefore, as the executive board historically responsible for the overall leadership and coordination of Town affairs, the Selectmen will:

1. Annually schedule meetings with the chairmen of major boards and committees to carry out functions 1-4 listed above.
2. Oversee the Town Manager in his or her responsibility for inter-board communication in the day to day operations of government and coordination with all elected and appointed Boards and Committees to help implement Town policy as set by the Board of Selectmen.
3. Through the Town Manager, develop a process for exchange of information and the provision for advice and recommendations among

the boards, committees and commissions with common interest, which will include but not be limited to the exchange of minutes and the establishment of central repository for data, studies and reports.

4. Appoint members of the Board of Selectmen to act in a liaison role with boards and committees with the understanding that the liaison shall:
  - a. Periodically meet with the chairman of the committee to review goals and objectives;
  - b. Communicate to the Board and the Town Manager concerns or requests that the Board or Committee may have;
  - c. Act on behalf of the Board of Selectmen and not interject personal opinion or requests.

**NEW BUSINESS**

Consideration of topics for future discussion

Discussion ensued about using the Selectmen's new policy to provide Patton Park pool committee guidance, letter for P.I.L.O.T., policy for Board of Selectmen, have Planning Board come to Board meeting for discussion, and resident concern about construction debris from water system replacement work that has caused streets to be dirty (Stinson will forward emails to Lombardo).

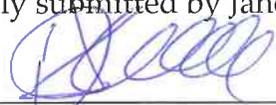
Schedule Next Meeting

The Board will hold its next regular meeting on January 7<sup>th</sup> where police union and Town Manager's contract negotiations will be discussed as well as Fire union litigation. Selectmen will hold a working session on January 14<sup>th</sup>. Johnson noted that he would be working with students from Gordon College and HWRHS to promote Hamilton's downtown businesses on their websites.

Neill entertained a motion for the Board to adjourn at 10:06 p.m. Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

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



Clerk

