

TOWN OF HAMILTON  
BOARD OF SELECTMEN  
MAY 21, 2012

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, May 21, 2012 with Jennifer Scuteri, David Carey, Marc Johnson, Jeff Stinson and Jeff Hubbard present. Town Manager Michael Lombardo and Town Moderator Bruce Ramsey also present.

Call to order

Chair Jennifer Scuteri called the meeting to order.

Accept minutes (April 2<sup>nd</sup> and May 7, 2012 Regular and Executive Sessions)

Board clerk Jeff Hubbard entertained a motion for the Board of Selectmen to approve the April 2, 2012 regular session minutes. Jeff Stinson so moved. Jennifer Scuteri seconded motion. VOTE: Unanimous.

Hubbard entertained a motion for the Board of Selectmen to approve the May 7, 2012 regular session minutes. Scuteri so moved. Marc Johnson seconded motion. VOTE: Unanimous.

Hubbard entertained a motion for the Board of Selectmen to approve the May 7, 2012 executive session minutes. Stinson so moved. Scuteri seconded motion. VOTE: Unanimous.

Town Manager's report

Town Manager Michael Lombardo mentioned that his assistant Chris Lindberg would be contacting Board members to schedule retreat that will address Annual Town Meeting occurring earlier next year as well as agenda items for Special Town Meeting. Also mentioned was that upcoming working sessions with Board would focus on one to two topics.

Lombardo noted that Lindberg and Finance Director Deborah Nippes-Mena would be overseeing maintenance of Town's website on a regular basis. He also said that the use of social media was being considered as a timely means to get information out to public.

Chairman/Selectmen reports

None.

Gift Acceptance – Donation to Cemetery Fund – Charles Gersbach

Scuteri entertained a motion to accept \$200 gift/donation to Cemetery Fund from Charles Gersbach. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Scuteri entertained a motion to accept \$225 gift/donation to Cemetery Fund from Tom Sears. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Request for temporary signs

Discussion ensued about Town manager consulting with Town Counsel Donna Brewer about parameters related to delegating authority from Board of Selectmen to Lombardo to approve temporary signs and that state law specifies that Selectmen have to approve liquor licenses.

Scuteri entertained a motion to approve the placement of temporary signage for the location and dates as follows:

- i Community House – Two Town July 4<sup>th</sup> Celebration – request for signage on the fence at the tennis courts from June 10 to July 5, 2012 to promote event and acknowledge contributors;
- i HW Green request for a sandwich sign board in front of The Meeting House to benefit Acord Food Pantry from June 11 to 20, 2012;
- i Mass Audubon Ipswich River Wildlife Sanctuary request for banner at The Meeting House from June 4 to 18, 2012;
- i Sundays in Patton Park Concert Series request for banner on gazebo at Patton Park from June 19 to August 8, 2012;
- i Sundays in Patton Park Concert Series request for banner at The Meeting House from June 19 to August 8, 2012; and
- i Friends of the Arts Melody Miles Race request for banner at The Meeting House from May 22 to 26, 2012.

Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

One Day Liquor Licenses

Scuteri entertained a motion to approve one day liquor licenses for Gourmet Delights Catering for events at the HW Community House, 284 Bay Road as follows:

- i June 10, 2012 from 12:00 p.m. – 12:00 a.m. – After Wedding Party;
- i June 15, 2012 from 12:00 p.m. – 12:00 a.m. – Block Party
- i June 16, 2012 from 12:00 p.m. – 12:00 a.m. – Wedding; and
- i June 23, 2012 from 12:00 p.m. – 12:00 a.m. – Wedding.

Hubbard so moved. Stinson seconded motion. VOTE: Unanimous.

Sign Intermunicipal Agreement with Ipswich for Dispatch Center Technical Feasibility Study

Discussion ensued about Lombardo’s conversations with technology vendor Charlie Dunne and Ipswich Police Chief Paul Nikas about the feasibility of Ipswich joining Hamilton’s dispatch center. The Ipswich selectmen recently approved a feasibility study to address this issue that carries a project cost of \$2,500 to \$3,000. This effort stems in part from Wenham’s plans to leave the ECO and join a regional dispatch center to be built by the state in the next year in Middleton.

Lombardo explained to the Board that he will be discussing operating costs with Ipswich officials to understand affordability. For the two towns to move forward with the proposed collaboration is dependent upon an Ipswich Town Meeting vote. Lombardo noted that the feasibility study should highlight unforeseen costs and he mentioned that additional part time staff may need to be added to shifts to handle higher call volume.

Scuteri entertained a motion for the Town of Hamilton to sign the Intermunicipal Agreement with Ipswich for Dispatch Center Technical Feasibility Study. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Annual Town Meeting Recap

Discussion ensued about success of ATM and that dress rehearsal was beneficial and should be done in future, that order of articles in consent motion could have been revised for efficacy, that voters requesting holds need to come up to

microphones, that process for presentations at ATM should be refined and format will be discussed with Town Hall staff, that scripts should be handed out to individuals making motions in lobby prior to ATM, and that preparations will have to be done earlier for next year's ATM since it will occur sooner in the calendar year (i.e., April 6) and that STM is likely to be scheduled during the first week in November.

#### Town Manager Annual Evaluation process

Discussion ensued about best way to conduct annual evaluation of Town manager that ensures compliance with Open Meeting Law and includes most effective method for thorough review of Town manager relative to accomplishing goals. David Carey agreed to compile responses from Board members regarding their evaluation of Town manager's goal achievement based on his employment performance in the most recent year of his three-year employment contract. Lombardo suggested that moving forward the Board could conduct this evaluation six weeks in advance of his anniversary date.

#### Selectmen Goals/Objectives

Carey summarized planning associated with goal and objectives for Board that should include names and dates. As the departing Board member whose term expires this fiscal year after serving as a Selectman for five years, he suggested that for the short term Selectmen should try to reach a compromise with the HWRSD with consideration of 2.5% pay increases, as well as review of the school contract for possible modification, and that Town manager should go ahead with proposed reorganization to run Hamilton better and to get the Hamilton Development Corporation up and running as soon as possible after Legislature gives its approval.

For the long term, Carey recommended that the Town officials strive to keep Hamilton out of the top 10% of communities with the highest tax rates in Commonwealth, continue trying to improve downtown area, take advantage of technology such as social media and upgrade website, get anaerobic digester going and use wind turbine and solar projects at landfill to raise revenue for Town.

#### Other business

Selectmen signed cemetery deeds. The next Board meeting is June 4.

Executive Session pursuant to M.G.L. c.30A, Section 21 (a)(7) – To comply with the provisions of M.G.L. c. 66, Section 10 and M.G.L. c. 4, Section 7, cl. 26

Scuteri entertained a motion to go into Executive Session pursuant to M.G.L. c. 30A, Section 21 (a)(7) for the purpose of complying with the provisions of M.G.L. c. 66, Section 10 and M.G.L. c. 4, Section 7, not to return to regular session at 8:26 p.m. Roll call vote: Hubbard, yes, Stinson, yes, Scuteri, yes, Carey, yes, Johnson, yes.

Respectfully submitted by Jane Dooley, Minutes Secretary

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

Clerk