

**TOWN OF HAMILTON
BOARD OF SELECTMEN
OCTOBER 26, 2009**

The Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, October 26, 2009 with David Carey, William Bowler and Jennifer Scuteri present. Finance Director Deborah Nippes-Mena, DPW Director John Tomasz, Fire Chief Phil Stevens and Town Administrator Candace Wheeler also present.

Sign DPW contracts and Hamilton Foundation notice request in water bill

David Carey entertained a motion to sign Woodbury Street pathway contracts (#1 grading, #2 asphalt and catch basin, #3 footbridge, #4 mulching up to Essex Street,) and #5 a Winthrop St. Bridge contract. William Bowler so moved. Jennifer Scuteri seconded the motion. VOTE: Unanimous.

Carey entertained a motion to allow the Hamilton Foundation to include a one-page notice in the water bills. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous. It will cost \$84 more for 2400 bills mailed.

Cheryl Booth recertified as Treasurer

The Commonwealth of Massachusetts has recertified Treasurer Cheryl Booth.

Sign purchase order for new computers and software

Carey entertained a motion to approve a contract with Delflex to lease 20 computers, two laptops, nine monitors, and 37 software licenses for \$29,169.48 total with an annual amount of \$9,698.16. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous. Wenham will contribute towards the cost of the computers for the ECO.

Approval for purchase of new Elder Van

Carey entertained a motion to commit to proceeding with ordering the new elder van. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Vote on EMS decision to sign Lyons Contract (letter from Lyons)

Carey entertained a motion to proceed with Lyons ambulance service with the following conditions: contract would be reviewed and approved by Town counsel, zero cost to Hamilton, a three-year contract with two, one-year renewals and 60-day termination for either party, a Basic Life Support ambulance would be stationed at Hamilton's public safety building but not be a dedicated truck, cost of construction requirements at the public safety building would be paid for by Lyons not the Town and the build out would be subject to approval by all parties, training would be provided for police and fire personnel. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Fire Chief Phil Stevens, Police Chief Russell Stevens and EMS consultant Pat Roselli will make a recommendation to the Selectmen about what to do with the Town's existing ambulance.

Report from Phil Stevens re: grant and truck

The Town now owns a trench rescue truck and related trailer (that the Town does not own and will be parked outside the public safety building). It will be available for use by multiple communities. Hamilton received a federal fire assistance grant for driver training. MIIA provides the instruction.

Revise request for United Way – 11/15/09 – 1/3/10

Carey entertained a motion to accept the extension of time that the fundraiser sign will be up for the United Way. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Ed Hogan – Hamilton/Wenham Edfund Christmas Tree Sale

Carey entertained a motion to allow the Hamilton/Wenham Edfund to operate its annual Christmas tree sale next to the Patton Park tennis courts and parking lot from December 5 until December 19. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Request from Hamilton/Wenham Friends of the Arts for sign at Old Library

Carey entertained a motion to allow the Hamilton/Wenham Friends of the Arts to put a sandwich board sign advertising a fund raising dinner before the high school musical

on November 6 at the old library. The sign will be up from October 27 to November 6. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

DCR proposal for the Kerighan (EF Dodge) House in Bradley Palmer

Kevin Allen from the state Department of Conservation and Recreation spoke to the Board about the Kerighan House at 550 Highland Street in Bradley Palmer State Park that is going to be restored and have a long-term lease. Allen said a PILOT agreement for such a property does not preclude towns from charging property taxes. There would be a low impact use at the property.

Scuteri raised the issue if residents who occupied the property had children in the Hamilton school system then this property would be a burden to the Town if property taxes or a PILOT payment were not collected. Allen said his agency could not prevent the Town from looking at a fee.

Discuss Town Manager search consultant

Carey entertained a motion to proceed with Groux and Associates for \$8,000 plus expenses as the Town manager search consultant. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Sign Clean Energy Grant Agreement

Carey entertained a motion to sign the application to the Massachusetts Technology Collaborative final Clean Energy Choice matching grant agreement for \$5,222. The application has to be submitted by November 30 and Hamilton has a full year to spend the money. Bowler so moved. Scuteri seconded the motion. VOTE: Unanimous.

Create a comparison of employee contracts

Nippes-Mena will have her staff review a document from Scuteri and Hamilton-Wenham School Committee member Don Gallant that compares employee contracts between Hamilton and the schools.

Discussion of Boston College MBA project

The School of Management at Boston College is interested in projects the Town might have for MBA students to work on. Students would provide 1,000 hours of free service. Bowler will learn more about the students' background so an applicable list of projects can be developed soon.

Sign letter of thanks to Police Chief finalists

Letters were signed and will be mailed to finalists from the police chief search. A letter has already been sent to Captain Mike Murphy of Revere.

Discussion on contracted Human Resources support

Human resource support could be provided to the Town from an outside agency for a cost of \$5,000 to \$25,000 depending upon the level of service. The need for this skill will be assessed once a Town manager is hired.

Vote to accept gift from League of Women Voters

Carey entertained a motion to accept a \$400 gift from the League of Women Voters that will be used towards a workshop supporting the Town's transition from a Town administrator to a Town manager. Bowler so moved. Carey seconded the motion. VOTE: 2 in favor. Scuteri abstained since she is a league member.

Update on PILOT program

The city of Beverly has been successful in receiving PILOT gifts from tax-exempt entities such as colleges and churches in that community. Scuteri noted that Pingree School has used the Town's public safety services numerous times. She suggested that a process be formalized in Hamilton related to the PILOT program.

Carey entertained a motion to go into executive session at 8:31 p.m. not to return to open session for the purpose of discussing negotiations with Union and non-Union personnel, water litigation and litigation strategy. Bowler so moved. Scuteri seconded the motion. Members raised their hands for a unanimous roll call vote.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Clerk