

Hamilton Development Corporation
August 19, 2015

The Hamilton Development Corporation met at Hamilton Town Hall at 7:30 a.m. on Wednesday, August 19, 2015 with Rick Mitchell, Bill Gisness, Brian Stein, Anthony Nickas present. Consultant Rachel Meketon, DPW Director Bill Redford, and Selectman Marc Johnson also present.

Call to order

Brian Stein called the HDC meeting to order at 7:30 a.m.

Approve 6/10, 6/24 and 8/12 Meeting Minutes

Bill Gisness moved to approve the minutes of June 10, June 24 and August 12, 2015 for the HDC. Rick Mitchell seconded the motion. VOTE: Unanimous.

Vote to Approve 2015-2016 Annual Plan

Gisness moved to approve the 2015-16 Annual Plan for the HDC. Anthony Nickas seconded the motion. VOTE: Unanimous.

Business District Design Guidelines and Zoning

Discussion ensued about how once ULI report is done a presentation could be done with BOS, and that the design guidelines do not need Town Meeting approval since they are recommendations. The design guidelines were approved by Planning Board.

Warrant for Bills

Gisness moved to approve HDC warrant 1604 in the amount of \$3,185.57 for Harborlight's fee, minutes recording fee, and consultant's fee. Mitchell seconded the motion. VOTE: Unanimous. Discussion was on how the tree removal at Salem Five bank parking lot at the back of Willow Street property is still pending until conversation occurs with bank facilities representative and arborist. Also mentioned was the need for trash to be removed behind Cutter property.

Fiscal Policies and Procedures

Discussion addressed how the HDC pays real estate taxes as part of a policy decision since the Willow Street parcel is not open to the public. The HDC is not required to pay state and federal taxes. Nickas moved to approve the August 2015 Hamilton Development Corporation Policies and Procedures. Mitchell seconded the motion.
VOTE: Unanimous.

Other Old/New Business

Discussion was on how the HDC budget would be given to Town's Finance Director and Town Manager. The financial reports for the HDC audit are posted on the Town's website. HDC reporting has been done to Town Manager and Board of Selectmen (i.e., annual plan). Also mentioned was importance of HDC reporting as much as possible its plans (including design guidelines, mixed use/zoning by-law, ULI report and tourist bureau information) to foster buy-in on its actions (i.e., all Boards meeting, Rotary). The HDC could potentially organize a meeting with downtown merchants group and North Shore tourist council representative to understand how cooperative advertising could be done. A HDC update meeting could occur in September or October to present HDC activities to merchants group including design guidelines, discussions with police about downtown parking, and ULI report. The Patton Homestead museum, polo, and trail network (although there is no trailhead) could be publicized to tourists to bring tourism dollars to Town. Discussion ensued on this topic with Marc Johnson about a list of events in Town that he will send to HDC. The Corporation discussed specifics about tourism council's visitor center in Salisbury and how tourist guide could include Hamilton merchant information.

Another topic addressed was how Steve Boudreau, property owner of Locksmyth's, is petitioning the state to change the speed limit on Route 1A to 25 miles per hour in consideration of more children crossing the street at Cumberland Farms' crosswalk and in downtown area. Also noted was how paint used for crosswalks on Bay Road does not adhere to state highway well so this practice is not done frequently. The HDC thanked Rachel Meketon for the outstanding job and professionalism that she brought to the Corporation during her tenure.

Mitchell moved to adjourn the meeting at 8:15 a.m. Gisness seconded the motion.
VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____
Brian Stein, President