

**Hamilton Development Corporation**  
**September 2, 2015**

The Hamilton Development Corporation met at Hamilton Town Hall at 7:30 a.m. on Wednesday, September 2, 2015 with Rick Mitchell, Brian Stein, Dave Carey (participating remotely) present.

**Call to order**

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

**Warrant for Bills**

Rick Mitchell moved to approve HDC warrant 1605 in the amount of \$2,129.96. Dave Carey seconded the motion. VOTE: Unanimous.

**Payment of Debt Obligations**

The Willow Street property debt obligation schedule runs from October 3, 2015 through May 7, 2016 at which time the mortgage obligation goes to interest and principal payment. The HDC is going to work toward getting the interest-only payment plan extended.

Mitchell moved that the HDC approve the payment of debt obligations from October 3, 2015 through May 7, 2016. Carey seconded the motion. VOTE: Unanimous.

**Other Outreach**

Discussion ensued about the HDC conducting outreach related to getting its fall Town Meeting mixed use amendment to zoning by-law warrant article approved in November. The head of the HW merchants group was contacted with no response so far thus outreach will occur again to a few members as well. The HDC will get an article on the matter in the newspaper. The Planning Board approved the by-law and Board of Selectmen is supportive.

**Business District Guidelines and Zoning**

The HDC's recommended design guidelines will be presented to the Zoning Board of Appeals. These were presented to the Selectmen and the Planning Board. After the HDC sees whether or not the Town boards use the guidelines it can consider moving

forward to make them strict guidelines. Some developers have expressed interest in the guidelines so expectations are known early on in site plan review process. The guidelines were used to some extent for Cumberland Farms building and HDC is interested to see how they would be used for a commercial building downtown. In addition, the HDC will present its annual plan to Selectmen.

When the HDC has the ULI report in hand it will be part of outreach related to the warrant article for mixed use. When that warrant article is approved the HDC will prepare an RFP for 59 Willow Street.

Carey moved to adjourn the meeting at 7:45 a.m. Mitchell seconded the motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: \_\_\_\_\_  
Brian Stein, President