



2017 ANNUAL REPORT

***Town of Hamilton
Massachusetts***

**Town of Hamilton
Massachusetts
July 1, 2016 through June 30, 2017**



Board of Selectmen

William Wilson, Chair

Shawn Farrell, Vice-Chair

Allison Jenkins, Secretary

Jeffrey Hubbard, Selectman

Scott Maddern, Selectman

Town Manager

Michael Lombardo

Incorporated: June 21, 1793

Government

Open Town Meeting
Five-member Board of Selectmen with Town Manager

Annual Town Meeting

First Saturday in April

Annual Town Election

First Thursday in April following Town Meeting

Town Census: 8,291

Area: 14.99 Square Miles

Fiscal 2017 Tax Rate: \$16.81

Tax Levy: \$25,162,290

Congressional District: Sixth
Senatorial District: First Essex and Middlesex
Representative District: Fourth Essex
Councilor District: Fifth

State Officials

Congressman: Seth Moulton, Representative 6th District
Senator: Bruce E. Tarr, Gloucester
Representative, Brad Hill, Ipswich

Schools:

Winthrop Elementary School (PK-5)
Cutler Elementary School (K-5)
Buker Elementary School K-5)
Miles River Middle School (6-8)
Hamilton-Wenham Regional High School (9-12)

Town Website

www.hamiltonma.gov

Town Hall Hours

Monday: 8:00 AM - 4:30PM
Tuesday: 8:00AM - 6:30PM
Wednesday: 8:00AM - 4:30PM
Thursday: 8:00AM - 4:30PM
Friday: 8:00AM - 12:30PM

Elected Officials

BOARD OF SELECTMEN (Elected 3 year term)

Shawn M. Farrell	2018
William W. Wilson, Chair	2018
Allison M. Jenkins	2019
Scott F. Maddern	2019
Jeffrey Miles Hubbard	2020

TOWN CLERK (Elected 3 year term)

Andrea J. Carlson	2020
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BOARD OF ASSESSORS (Elected 3 year term)

Steven G. Ozahowski	2018
Gelean M. Campbell, Chairman	2019
Peter J. Kane	2020

PLANNING BOARD (Elected 3 year term)

Frederick G. Mitchell	2018
Brian D. Stein	2018
Claudia Allison Woods, Chairman	2019
William A. Olson	2019
Edwin M Howard	2019
Peter B. Clark,	2020
Richard L. Boroff	2020
Patrick Reffett, Coordinator	

HOUSING AUTHORITY (Elected 5 year term)

Leon Purington, State Appointed	2013
Theresa Mimi Fanning	2019
Clarence N. Trepanier	2020
Sherryl L. Leonard	2021
Michelle F. Horgan	2022
Kate McGuire (Coordinator)	

TOWN MODERATOR (Elected 1 year term)

Jeffrey C. Melick	2018
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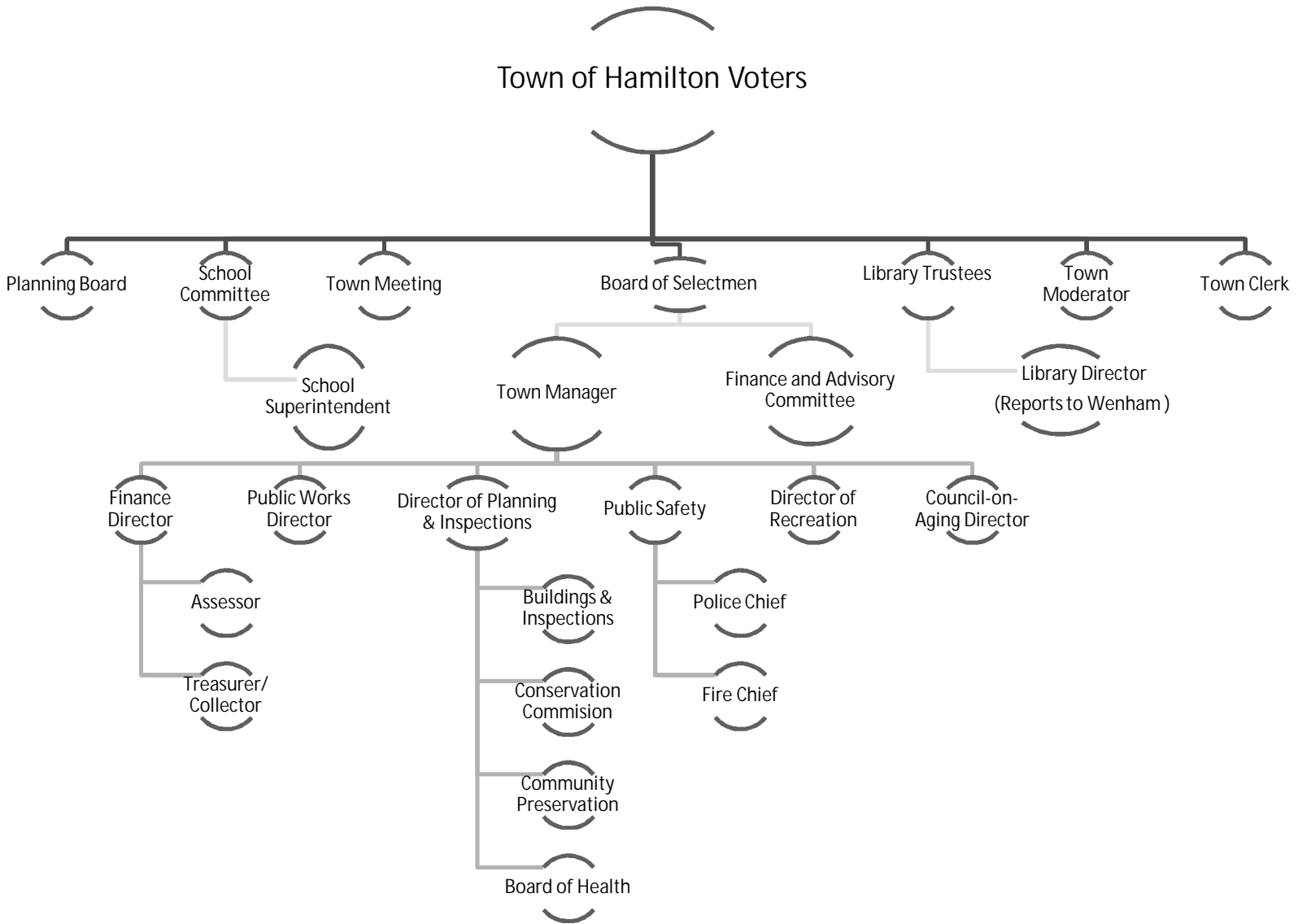
H-W LIBRARY TRUSTEE (Elected 3 year term)

Julie Clay (W)	2018
Patricia K. Purdy (W)	2018
Judith Bubriski (W)	2019
Nichole R. Gray (H)	2019
Dolores M. Boghdan (H)	2020
Dorothy A. Goudie (W)	2020

H-W REGIONAL SCHOOL COMMITTEE (Elected 3 year term)

Joshua Liebow (W)	2018
Stacey L. Metternick (W)	2018
Michelle Bailey (W)	2019
Jeanise A. Bertrand (W)	2019
David Polito (W)	2019
Gene K. Lee (H)	2020
Kerry J. Gertz (H)	2020

TOWN OF HAMILTON ORGANIZATIONAL CHART



FIRST SUCCESSFUL MANNED POWERED FLIGHT IN NEW ENGLAND

FEBRUARY 28, 1910

CHEBACCO LAKE, HAMILTON, MA

BY

W. STARLING BURGESS, MARBLEHEAD, MA YACHT BUILDER

AUGUSTUS MOORE HERRING, ENGINEER & PILOT

FLYING THE HERRING BURGESS #1 AIRCRAFT (H-B #1) "FLYING FISH"

New England's first successful airplane flight occurred on the frozen surface of Chebacco Lake near dusk on February 28, 1910, 100 years ago this winter!

Because of continuing claims of prior successful flights, it is important to understand that the accepted definition of manned flight of a heavier-than-air craft under its own self-contained power required three steps:

***Step 1** is the progression of powered flight of an aeroplane followed by a succession of flights starting with hops — a rise with little power and proceeding several hundred feet before its momentum is exhausted — by the same basic design continuously modified and improved until it is able to fly at least 1 mile at 100 feet and land safely.*

***Step 2** is a maneuvering controlled flight that is able to make a complete circling flight returning to the starting point.*

***Step 3** is a controlled flight of five to ten miles lasting more than 120 minutes. Finally, and most importantly, each of these steps would be witnessed by impartial observers (local citizens, newspaper reporters, dignitaries).*

Herring and Burgess did just that, starting with the first flight at Chebacco Lake, continuing with progressive modifications of the aeroplane at their Plum Island field in the spring and summer of 1910, achieving the last step in August 1910, just 6 months after their first flight.

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GENERAL GOVERNMENT

BOARD OF SELECTMEN

As Chairman of the Board of Selectmen, I am pleased to provide the following overview for the FY'2017 Annual Report. By all accounts, the Town of Hamilton has continued the trend of delivering excellent services in a cost-effective manner. The Board of Selectman take pride in a collaborative and public annual budgeting process that incorporates a 3-year financial operating model and a 5-year capital planning forecast allowing us to better plan and prioritize projects. This in part has held property taxes to \$16.81. Going forward with a conservative budgeting approach we expect to see continued improvements in our tax rate.

I am excited to say the Town of Hamilton has maintained a Standard & Poor's AAA bond rating (Highest ranking) noting strong budgetary flexibility, strong liquidity and strong financial management. The Town also received a clean bill of health through the annual financial audit process conducted by Clifton Larson Allen LLP. We are proud of our bond rating and successful audits. Combined they demonstrate good working financial controls and management. However, we do have opportunities to strengthen our internal controls and improve the efficiencies of our operations, this is a focus in 2018 with a re-write of our financial policies.

I hope in 2017 you noticed an improvement in community communications as it was a focus for the Board of Selectman working with our Town Manager. A key accomplishment was a redesign of our Town website, www.hamiltonma.gov. The redesign was recognized by MMA as the best in Massachusetts for Towns our size. In addition, the use of social media was increased to communicate to the public, Code Red, a telephone emergency alert system was implemented, and we routinely have department heads present at Selectman meetings to update us of work being done in their respective departments. We welcome your feedback as we work with HWCAM to assure we broadcast important meetings that address topics you want to see.

Two trends we continue to monitor is the increasing number of seniors over the age of 60 years old and the decreasing number of students enrolled in the Hamilton-Wenham Regional School District. Both trends provide insight into the needs of the community and the programs and services we need to provide going forward.

The number of seniors age 60 and older grew by 25 individuals this year for a total population of 1,075. When combined with individuals aged 50-59 (1,304) that represents 29% of the Town's total population. Our COA does an outstanding job supporting our seniors and if you haven't already I encourage all seniors to reach out and explore the many benefits they have to offer.

As for student enrollment after more than a decade of declining enrollment, the HWRSD saw a modest increase in the number of students for the 2017/2018 school year of 31 students; a 2.78% increase. Other indicators suggest a declining enrollment trend will continue but it is a metric we need to evaluate with the Schools and the Town of Wenham to better understand as the District moves forward on their Master Plan. Changes in school enrollment have tremendous financial impact for both Hamilton and Wenham Town budgets. Over the last 3 years we have seen a shift in budget apportionment between the Towns. Hamilton currently has seen favorability in the apportionment but we realize this could change and impact us negatively in future years. We simply want to get the apportionment formula correct so it is fair for both Towns and the schools have the funding they need. The Hamilton Board of Selectman recommend we open the Regional School Agreement for discussion to address not only the apportionment formula but other out dated conditions that materially affect both Town's. To put in perspective the Town of Hamilton funds 67% of the district budget and it represents 60% of Hamilton's overall budget.

Board of Selectmen (Continued)

Overall boards and committees have addressed important topics in 2017. Working closely with Town Administration important polices have been updated affecting employees and citizens of our Town. We have made great progress in Personnel policies and as stated above we have prioritized critical financial policies like free cash and capital spending for 2018.

To learn more, I encourage you to read through this comprehensive report written by department heads to see all the great work that has been accomplished by Town employees, Volunteers and Elected officials who work tirelessly contributing to the success and culture we strive for in Hamilton.

Thanks to all who participate on Boards, Committees and those who attend meetings to constructively provide input for important topics that impact us all. I encourage everyone to get involved and be an active participant in our town. You can make a difference!

Respectfully submitted,

Bill Wilson, Board of Selectmen Chair

FINANCE & ADVISORY COMMITTEE

The Finance and Advisory Committee (“FIN COM”), five volunteers appointed by the Moderator for terms of up to three years, has by virtue of statutory and by-law provisions responsibilities to make recommendations to the Board of Selection (“BOS”) and to town meetings regarding any or all municipal questions. FIN COM’s authority extends beyond budgeting matters to include subjects of public interest and municipal governance, and all issues submitted by warrant to town meeting.

Thus, FIN COM is involved in annual review and formation of the town’s budget, including revenues, expenditures, capital needs, financing determinations, and allocation of reserves, attempts to engage with the School Committee regarding the district budget, pursues other issues of relevance to town governance or operation, and reviews and determines recommendations on all warrant articles. FIN COM works closely with the Finance Director and collaborates with the BOS and the Town Manager. The following relate some of the areas of FIN COM concern and involvement.

For fiscal year (“FY”) 2018 (July 1, 2017 – June 30 2018), the Massachusetts Department of Revenue has certified for Hamilton a tax rate of \$16.22 per thousand of assessed value. This rate, applicable for the third and fourth quarters of FY 2018 and the first two quarters of FY 2019 (through December 31, 2018), reflects a reduction of .59¢ or -3.57, from the FY 2017 rate. Note, however, that the assessed value of a single family home as determined by the Assessors for FY 2018 has increased by \$28,185.00, +5.2%. Thus, notwithstanding the tax rate reduction, the tax burden on the average home has increased by about \$140.00 between FY 2017 and FY 2018. The Assessors forecast another valuation increase approximating 5% for FY 2019, and this trend suggests that residential tax burdens will continue to rise even if efforts to hold steady or to further reduce the tax rate are successful. Analysis of where Hamilton stands on a comparative basis may be instructive. The non-profit Massachusetts Taxpayers Foundation annually publishes a collection of municipal financial data for all Massachusetts municipalities. From that source, adopting as a comparative universe towns contiguous to Hamilton, and other north shore towns having a population 2000 below/above that of Hamilton, a grouping of ten, note the following, using primarily FY 2017 data: while ranking essentially at the mean level of population, personal income, assessed value of property, total tax liability and revenue to be raised by property tax, and ranking below the mean in terms of per capita measure of municipal debt, equalized value and local expenditures, Hamilton is above the mean of both FY 2017 property tax rates and single family tax bills (calculated by multiplying the FY 2017 tax rate by the average value of a single family residence in Massachusetts).

These seemingly inconsistent comparative rankings, indicating Hamilton’s comparatively high tax rate and tax burden, require attention as FIN COM works toward recommending a comprehensive financial plan, but even a surface analysis points to the necessity of our being continuously vigilant in terms of fiscal matters. To that end, FIN COM has recommended level service budgets, coming as close to level funding as is reasonably achievable given compensation and other personnel related cost increases for town employees and the increasing cost of goods and services purchased by the town. Since more than sixty percent of the total town budget funds Hamilton’s portion of the school budget, and given the statutorily created autonomy of the School Committee, a status ultimately subject to the right of town meeting to approve or not the School Committee’s budget request, FIN COM has attempted to collaborate with the School Committee and with school administration, efforts which unfortunately have proven difficult, with unsatisfactory results to date.

The School Committee wishes to attract and to retain excellent staff to preserve a quality education experience, but the town has identical goals for public safety, public works, town hall – administrative personnel, and all other employees in terms of the resources they provide.

Hamilton bears over sixty percent of the school district budget, but all of the property tax revenue produced by the average valued residence in town falls short of the cost of funding sixty percent of the per pupil cost reflected in the

Finance & Advisory Committee (Continued)

School Committee budget, a cost exceeding \$16,000.00. The continuing incremental trend in school related costs cannot be sustained. As Hamilton's population ages, school enrollment declines and our tax burden reflects a comparative disconnect with other communities, thereby discouraging growth, our fiscal problems will worsen. FIN CON hopes the School Committee will join in the cost vigilance necessary to maintain and enhance overall community vitality. Without School Committee exercise of cost restraint, community interests must be addressed at town meeting.

In addition to the budget formation process, FIN COM has been active regarding non-tax revenue sources and operational efficiencies including: increasing building permit costs and related fees, FIN COM's recommendation contributed to adoption of a revised permit/fee schedule; pursuit of payments in lieu of taxes from entities such as Pingree School and Gordon- Conwell Seminary which receive municipal services but are exempt by statute from any obligation to contribute any fair share of costs, (similar tax exempt institutions in other communities have agreed to make such payments in lieu of taxes); review of waste management and disposal as the current arrangement results in significant budget cost; reducing costs of certain municipal services by service/cost sharing with other towns ... library and recreation are templates for this approach; investigation of fiscal and environmental benefits of solar energy installations ; and the long overdue adaption of financial policies which will lay the foundation for pursuit of comprehensive financial planning. FIN COM also was instrumental in resolving a personnel issue having disruptive potential.

In addition to the budget/tax burden issues noted above, other head winds include the potential impact on property values of the federal tax legislation limit on state and local tax deductions, the school district's continuing failure to begin funding of its OPEB (Other Post-Employment Benefits) liability , now approximating \$30 Million and growing , which the two towns ultimately have to fund.....Hamilton's 60% share equallig \$18 Million +/- , more than a \$12.00 increase on the tax rate , and the negative implications resulting from continuing failure to come to grips with the affordable housing issue.

As citizens make decisions regarding funding for desired levels of public service, we enjoy the essence of democracy... participatory governance, citizen control undiluted by a multiplex of levels of elected officials and bureaucracies. The luxury of our form of governance can be squandered by absence of participation, by disinterest, and by manipulation orchestrated by concerted action of discrete interest groups. As volunteers, FIN COM members occasionally may channel Sisyphus as we encounter various obstacles, but we are rewarded by the sense of contributing to the community. You, as citizens, can join in that contribution by participation, by attending meetings, by joining committees and, of course, by coming together at the twice-a-year legislative session, the town meeting, the assembly that renders basic governance decisions, the assembly to which FIN COM ultimately is responsible.

Respectfully submitted

David Wanger, Chairman

Nicholas Tensen

John Pruellage

Phil Stearns

Darcy Dale

TOWN CLERK

The Town Clerk's Office serves as a general information center to the public, including posting of all board meetings according to the Open Meeting Law. Numerous requests are filled for certified copies of vital records, general information about the Town and its activities, genealogical information, business and legal decisions by Town boards.

The Town Clerk is responsible for local and state elections, recording and certification of all official actions from town meetings, census maintenance, voter registration, maintenance and issuance of vital records and swearing into office all board and committee appointments as well as elected officials. We also process and issue various licenses including marriage and dog licenses, raffle permits, flammable permits and business certificates throughout the year.

I would like to thank my Administrative Assistant Linda Grimes for her dedication and effort in performing the many and varied duties which make it possible for this office to run smoothly, A very special thank you to our dedicated senior volunteers who assist us with our special projects: Charlotte Teshko, Ruth Flumerflet, and Elaine Whipple for all their hard work. We sincerely appreciate all their efforts.

Town Population as of 12-31-2017	8,291
Registered Voters as of 12-31-2017	5,989
Marriage Intentions Filed	19
Marriage Licenses Issued	18
Births Recorded	100
Burial Permits	18
Deaths Recorded	47
Dog Licenses Issued	1165
Kennel Licenses Issued	5
Business Certificates Issued	40
Raffle/Bazaar Permits Issued	8

Elections and Registrations

Board of Registrars - Constance Cobb, Walter Leszczynski, Maureen Hickey and Andrea J. Carlson, Clerk Officio.

This year we had two Town Meetings, and one Election. The minutes are on file in the Town Clerk's Office. They are also on the Town Clerks web page.

The Annual Town Meeting was held at the H-W Regional High School Auditorium under the direction of Bill Melville and his staff that keeps our meetings running smoothly. The Fall Special Town Meeting was held at the Winthrop School Auditorium under the direction of Bill Melville and his staff as well. We sincerely appreciate all their help.

The Annual Town Election was held at the H-W Recreation Gymnasium. It seems to be a good fit for our new voting location.

I sincerely thank the dedication and hard work of, Gary Kureta, Russell Stewart and Scott Mcculloch Jr in setting up the elections, the Board of Registrars, the Election Officials, and the Hamilton Police for their support and professionalism.

Summary of Elections & Town Meeting for 2017

April 1, 2017	Annual Town Meeting had 171 registered voters in attendance which was 2% of the 5,990 registered voters in Hamilton.
April 6, 2017	Annual Town Election had 608 ballots cast, which was 10% of the 5,990 registered voters in Hamilton
November 4, 2017	Special Town Meeting had 381 registered voters in attendance which was 6% of the 5,968 registered voters in Hamilton.

Town Clerk (continued)

The annual census forms were mailed out, and again we are urging residents to complete and return as soon as possible. Massachusetts State and Federal representation and funding depend on the population. Also, the listing of every resident and household is very important to our Police and Fire Departments for safety reasons.

I sincerely appreciate your support throughout the year and I thank you for allowing me to serve you.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea J. Carlson".

Andrea J. Carlson
Town Clerk

PUBLIC SAFETY

HAMILTON POLICE

On behalf of the Department of Public Safety, I'm pleased to present this year's Annual Report for the calendar year 2017. The department continues to strive to provide the highest level of professional police services for residents and visitors alike. The Police Department continued to work with our citizens and business community to reduce criminal incidents and quality of life offenses. In part, the Hamilton Police Department's success depends on our interaction and support of our community to be successful.

Our policing philosophy has a strong emphasis on community engagement. The Department's communications strategy encompasses the use of several media platforms to reach our citizens. We also recognize the importance of face to face interaction. We held numerous events in 2017 covering topics such as A.L.I.C.E. training for all town employees (this program educates employees on protocols for work place emergencies), we worked with the Board of Health on a bike helmet safety program where we gave ice cream coupons to children wearing bike helmets. We also held our annual "Stuff a Cruiser" toy drive benefiting Hamilton Families in need as well as the Shriners Hospital. This year was also a great year for our annual Public Safety Day, which included a bicycle safety check as well as a bicycle rodeo. We are continuing with our uniformed foot patrols, which have proven to be an excellent opportunity for citizens and business owners to meet officers and cultivate positive relationships.

The Department built upon its efforts to effectively and appropriately respond to persons with mental health issues. New and additional training was completed by Hamilton officers and supervisors, incorporating new responses and techniques for persons who are experiencing a mental health crisis. This continued effort in this area will improve our service to citizens and families during difficult times.

The Town of Hamilton remains a safe community with a low crime rate. The Department's 2017 overall crime statistics remain consistent with previous years. The Department had a total of 23,265 calls for service (please see the detailed activity breakdown below).

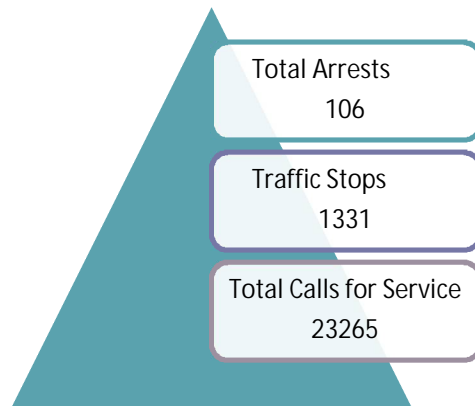
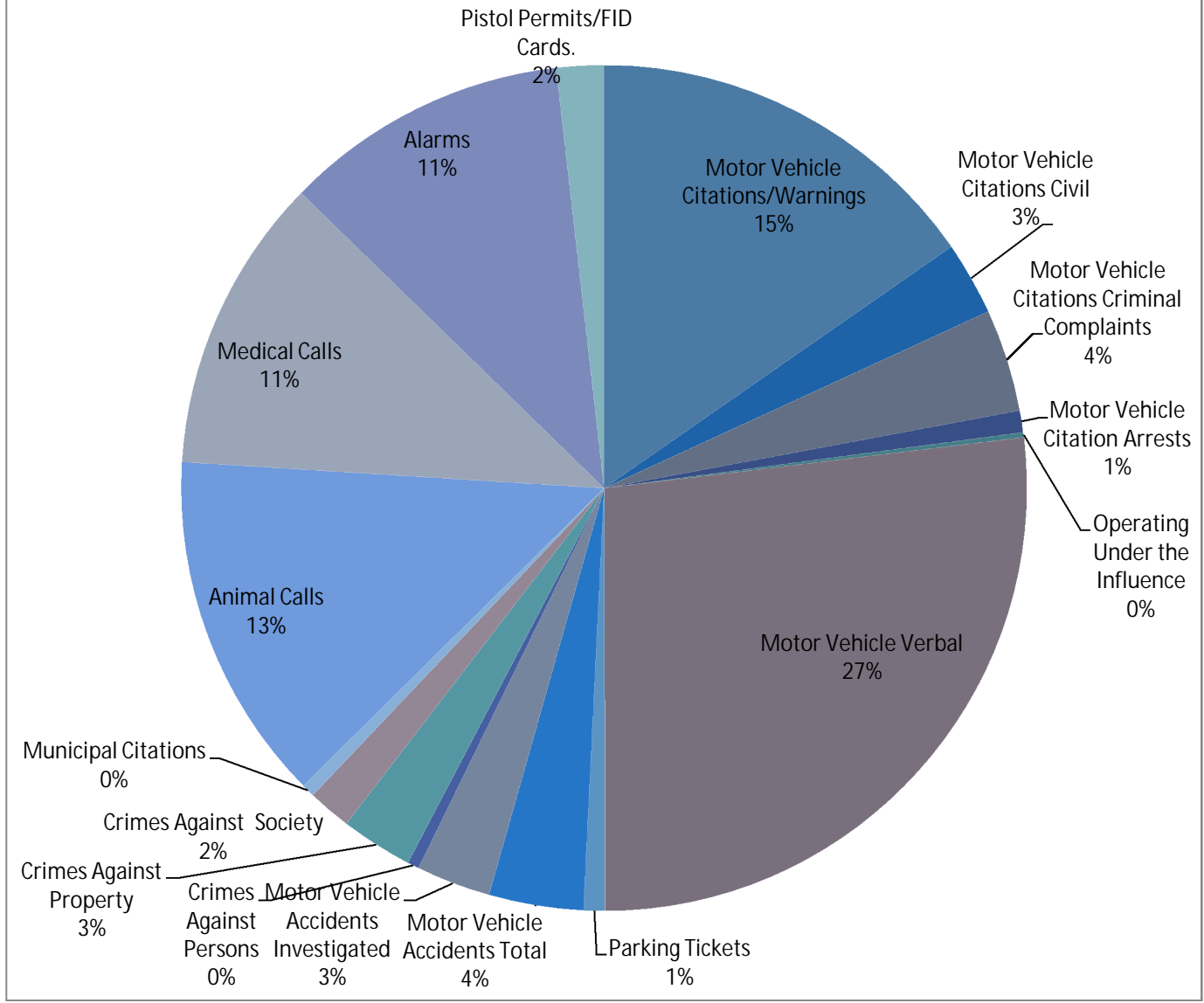
The Hamilton Police Department is a State Accredited agency that operates at the highest professional level. With that said, sound policy, procedures, and practices are only as good as the employees who follow them. If it were not for the dedication of the men and women of this department along with the support from our community, we would not be successful.

Finally, I want to express my heartfelt thanks to the many citizens of Hamilton who took the time to write letters and emails to me about the good work being performed by Hamilton officers and dispatchers. I received numerous letters, emails and telephone calls commending Police Department personnel for a job well done. I also want to thank all of the dedicated members of the Hamilton Police Department, other Town departments, our citizens, our Town Manager, and our Board of Selectmen for their partnership and support of the Police Department.

Respectfully Submitted,

Russell M. Stevens
Director of Public Safety

2017 Police Activity



Hamilton Police (continued)

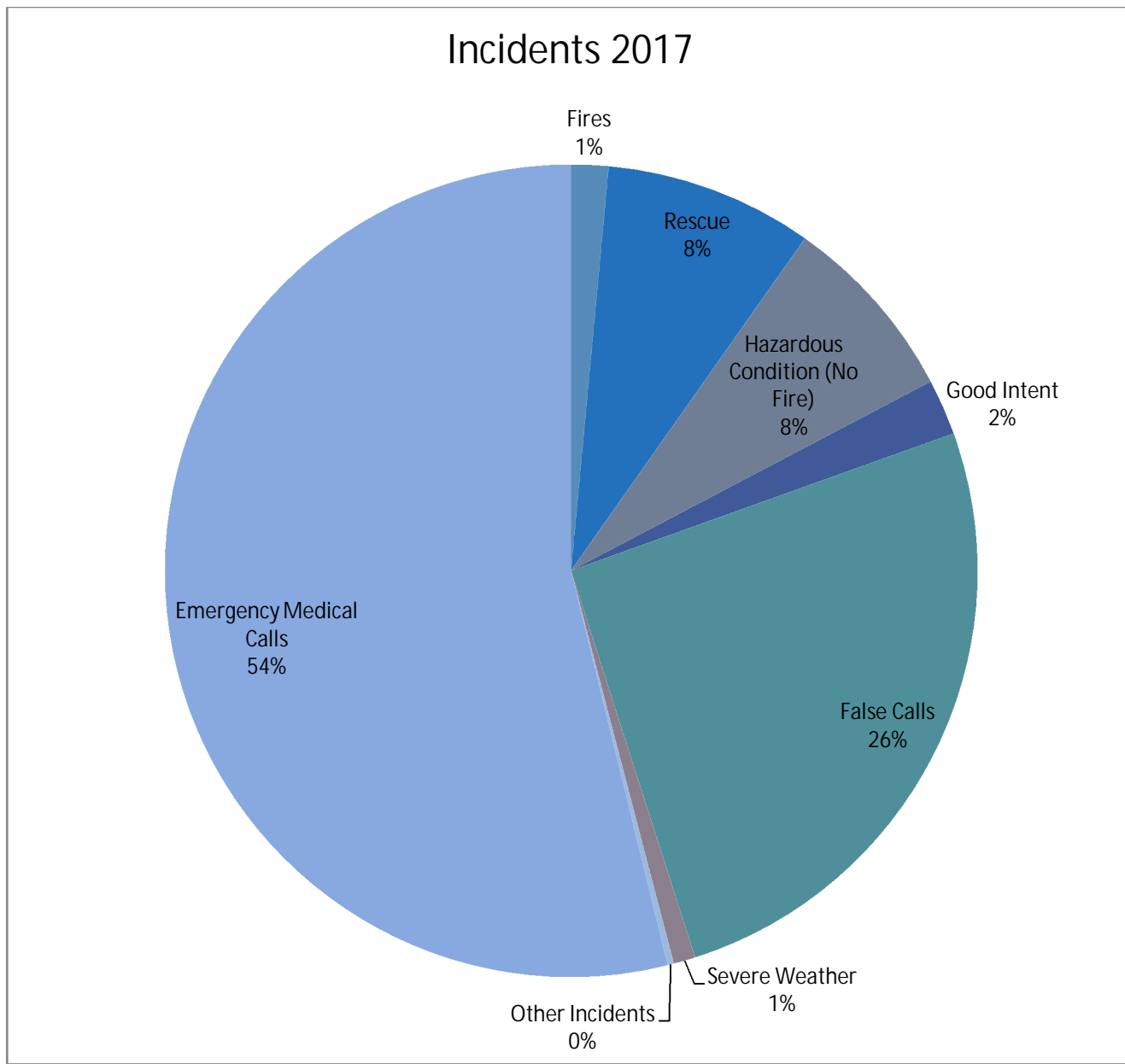


FIRE DEPARTMENT

The Fire Department serves the Town of Hamilton with (4) fulltime firefighters and (23) call firefighters. We hired FF/EMT-P Kent Parsons in February and FF Timothy Everitt, FF Christopher Raymond, and FF Richard Villa in April. Firefighters Everitt, Raymond, and Villa started the Call/Volunteer Program at the Massachusetts Firefighting Academy in November. They will complete the program at the end of February 2018.

INCIDENTS:

The Fire Department responded to 904 calls for assistance in 2017. We had no serious fires in 2017. The storm at the end of October kept us busy with downed trees and power lines as did the extreme cold at the end of the year.



Fire Department (Continued)

The Fire Department is dedicated to training and provide in-house and with the Massachusetts Firefighting Academy. All members train in firefighting, hazardous materials, medical, CPR, and rescue techniques. We train with area Departments on ice rescue annually.

We were fortunate enough to have a house to train on. We used it to practice search and rescue, ventilation, and other techniques. The Wenham Fire Department participated in the training.

Firefighter/EMT Robert Wallace completed ALICE Instructor Training to deal with emergencies in schools. The schools are adopting the ALICE Program and FF Wallace will be working with Fire, Police, and School personnel to help implement this program.

FIRE PREVENTION:

The Department educated seniors and school children. We did a week of training in the elementary schools. The training was in the classroom and the Essex County Fire SAFE Trailer where they got practical fire safety training. The SAFE Trailer was also at the Public Safety Day in September. Many people took advantage of the training.

Thanks to the SAFE Grant, Hamilton-Wenham Rotary, and Kidde we initiated a smoke detector/CO alarm program for seniors. In cooperation with the Council on Aging we replaced old detectors for seniors. Over 70 seniors have taken advantage of the program since it started. We have also been educating seniors on what the Fire Department does and what to do in case of an emergency.

Kidde sponsored a bet on the Thanksgiving High School Football Game. The Department in the town of the winning team got (50) smoke detectors (Ipswich) and the losing town's Department got (25), which was Hamilton. The program got a lot of PR through newspapers and television.

Rotary also donated key lock boxes for seniors. This way if a senior has an ill turn and can't get to the door we can gain access.

Fire Drills and Lock Down Drills were done at all the public schools, Pingree School, Gordon Conwell

Theological Seminary, and Town Hall. The schools are required to do four fire drills per year, two can be a lock down drill.

An increase in house sales and renovations kept us busy with Smoke Detector/Carbon Monoxide Alarm Inspections and dumpster permits. We also had a lot of tank removals and installs.

Permits - 403

Inspections – 368

Plan Review – 6

Public Education – 39

Fire Drills – 47

Senior SAFE Program (Smoke/CO Detectors, Lock Boxes) – 25 homes

Fire Prevention Programs - 50

OPEN BURNING:

Open burning was down this year due to weather conditions. We charge \$20 for permits, \$10 for seniors and \$50 for Agricultural Permits.

i Open Burning Permits-319

i Agricultural Permits – 3

APPARATUS:

Engine 1 should be replaced, it is a 1996 Pierce and is showing its age. The body has rust and corrosion as does the plumbing to the pump. This is our first line truck, we use it daily.

PERSONNEL:

Our biggest problem is adequate manpower during the day and late night. During the day we don't have many call firefighters to draw from. Late night is often a struggle to get personnel to respond as well. It is a problem that all the Departments around us are having.

We are basically a call fire department augmented by a few firefighters on duty during the day. With the busy schedules people have it is getting harder to get people with the time to commit to training and to respond to calls. The initial training lasts 4 months which includes two nights per week and weekends.

Fire Department (Continued)

Many of the dedicated firefighters end up getting fulltime jobs in larger departments and we lose some of the younger ones because they can't afford to live in town. We are losing many of the experienced firefighters to retirement.

We are always looking for people to become call firefighters. There is a big time commitment with training in calls. If you have the time and want to help people, come see us.

I would like to extend my sincere appreciation and gratitude to the members of the Fire Department. I commend them for their continued support and dedication to the people of the Town of Hamilton. They are on call 24/7; they leave their jobs and homes in all kinds of weather, any time of night or day at a moment's notice to assist the citizens with any kind of emergency.

CAR SEAT INSTALLATIONS

Firefighter/EMT Ryan Goodwin, Firefighter/EMT Jared Dolan, and Firefighter/EMT Robert Wallace are certified to do car seat installations. They did 143 installations in 2017. There is no charge for the installation.

Philip W. Stevens, Jr.
Fire Chief

HAMILTON FIRE DEPARTMENT 2017

<u>NAME</u>	<u>RANK</u>
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Philip Stevens – Fire Chief	
Raymond Brunet – Captain/EMT/Fire Inspector	
Jared Dolan – FF/EMT	
Robert Wallace – FF/EMT	

Kenneth R. Brand – Deputy Chief	
Joseph Allen – Lieutenant	
Andrew Ellison – Lieutenant/EMT	
David Dolan – Lieutenant	
Robert J. Brown - FF	
Frank Cirinna – FF	
Alexander Dale – FF/EMT	
Jared Dolan – FF	
Kristine Ellis – FF/EMT	
Timothy Everitt – FF (Hired 4-1-17)	

Ryan Goodwin – FF/EMT-P	
Christian Hassel –FF/EMT	
Brian Hill – Safety Officer/EMT (Retired 12-19-17)	
Zachary Ingraham – FF/EMT-P	
Justin Mullen - FF	
Andre Painchaud – FF/EMT-P	
Lukas Painchaud – FF	
Kent Parsons – FF/EMT-P (Hired 2-21-17)	
Christopher Raymond - FF	
David Raymond- FF/EMT EMS Coordinator	
Thomas Raymond FF/EMT	
Alexander Shaw – FF	
Sarah Spurr – FF/EMT-P (Resigned 10-23-17)	

Benjamin Tuneburg – FF	
Richard Villa - FF (Hired 4-1-17)	

Jerome Frontiero – Mechanic (Part Time)	
Sandra Painchaud – Photographer	
Kevin Baird – Chaplain	
Glenn Preston – Instructor	
Kenneth Shedden - Instructor	
James Butler – Building Inspector	
Denis Curran – Electrical Inspector	

Fire Department (Continued)



EMERGENCY MANAGEMENT

Emergency Management is based on preparedness. Three steps to safety; Be Informed, Make a Plan, Make a Kit, Get Involved.

For more information, check the Massachusetts Emergency Management website at www.mass.gov/eopss/agencies/mema.

The end of October we had a storm with many downed trees and power lines. Some areas of town were without power for a few days. The end of December brought in severe cold and high winds, the Shelter Team was put on standby, but luckily we had no power outages. Fire, Police, and DPW were quite busy during those periods. The weather did create a lot of damage.

The Shelter Team has been meeting twice a year at the Senior Center. We have a good group of volunteers but are seeking more volunteers to help with our sheltering program. We are prepared to open a day shelter at the Senior Center when needed for heat, cooling, and power. Residents will be able to charge cell phones and get information. Health Nurse Christine Lee and Nancy Stevens of the health Department have been invaluable.

Emergency Management has (4) generators, cots, blankets, first aid kits, and other equipment that may be needed in an emergency. We have updated some of our equipment with various grants.

We got an EMPG Grant to upgrade many of the Police Department portable radios.

We have been educating the public on what to do in an emergency, be informed, make a plan, and get an emergency kit. We are here to assist you to prepare for an emergency.

Respectfully submitted,

Philip W. Stevens, Jr.
Emergency Management Director

EDUCATION

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

The Mission of the Hamilton-Wenham Regional School District is to educate our children to become young adults who are of good character and demonstrate mastery of the knowledge and skills needed to be successful members of our global economy and engaged citizens of the 21st Century.

Goals achieved/large projects accomplished:

I. Explore, communicate, and implement the shifts in curriculum, instruction, and assessment necessary in order to meet the District's Mission of preparing our students to be "Future Ready."

Key Actions

a. Implemented the 2016-2017 Staff Development plan designed to:

- Identify the shifts to curriculum, assessment, and instruction that are implied by the transfer goals and content-area standards in all academic and social-emotional disciplines;

- Develop a shared mental model of what quality curriculum, assessment, and instruction look like when aligned to the transfer goals and content-area standards;

- Develop the staff's unit design skills using the Understanding by Design approach,

- Develop the staff's capacity to operate in professional learning communities.

b. Built on the Curriculum Development Process work begun in 2015-2016 through the development of model units based on the Understanding by Design Process in Mathematics in Grades K-5 and each grade/subject level in Grades 6-12.

c. Continued to communicate the need for improvements to curriculum, assessment and instruction to stakeholders.

II. Develop plans to ensure the facilities of the HWRSD support the District's Mission and Strategic Blueprint.

Key Actions

- Develop recommendations to the School Committee around the prioritization and financing of the items on the HWRSD 5-Year Capital Improvement Plan.

- Complete a design study for the renovation of our school libraries to reflect the need for spaces in our District that connect learners with information and facilitate the construction of knowledge.

- Continue to communicate the need for improvements in HWRSD School Facilities to stakeholders.

Priorities for 2018:

- Continue to implement a unified system of curriculum, assessment and instruction that is student-centered, rigorous and meets the needs of all learners.

- Strengthen the Response to Intervention (RTI) Process at the Elementary Level and develop inventory of Tier 1 Interventions.

- Implement new Science resources in Grades

K-8

- Improve Assessment Practices in grades 6-12

- Invest in human capital to improve the skills of teachers and administrators

- Train Curriculum Leaders in Effective Coaching Practices

- Develop a shared understanding of best practices in conducting Walkthroughs among members of the Leadership Team.

- Undertake a review of best practices in Social Emotional Learning (SEL) with Leadership Team

- Continue to develop the District's ability to create the conditions that support high-quality instruction:

- Operationalize the School Committee's Plans around Capital Improvements for the HWRSD.

- Present plans for the re-imagining of the HWRSD School Library Spaces.

Hamilton-Wenham Regional School District (Continued)

4. Revise District Strategic Blueprint to set a direction for the next five years.

- a. Complete a review of the 2013-2018 Strategic Blueprint Progress to date
- b. Undertake a needs assessment of the HWRSD
- c. Leadership Team will revise Strategic Blueprint Document
- d. Present new Strategic Blueprint to community

The HWRSD Currently serves 1755 students in grades K-12, 1122 of these students are Hamilton Residents. Three elementary schools, Bessie Buker in Wenham and Cutler and Winthrop Elementary in Hamilton, serve students in grades K-5. Students in grades 6-8 attend Miles River Middle School and grade 9-12 students attend Hamilton-Wenham Regional High School.

To serve these students, the HWRSD is currently staffed with approximately 292 Full-Time Equivalent (FTE) Positions. Professional Teaching Staff, 177 total, makes up 60% of these FTEs. Teaching assistants (58 FTE) make up the next largest group, with the remaining 79 positions distributed among administrators, nurses, administrative assistants, cafeteria workers and custodial/maintenance functions.

The FY18 Total Expenditures Budget was approved by both Hamilton and Wenham Town Meeting for the amount of \$32,292,676. The FY19 Budget request is presented in detail on the HWRSD Website: www.hwschools.net

The HWRSD would like to recognize the retirements of the following teachers:

- ❖ Prudy Pilkanis 36 Years Teacher Regional High School
- ❖ Sally Clyse 11 Years Occupational Therapist Buker Elementary
- ❖ Beth Blanchard 30 Years Teacher Buker Elementary

We thank them for their many years of service to the HWRSD!

Board members:

Joshua Liebow, Chairperson
Gene Lee, Vice-Chairperson
Kerry Gertz, Secretary
David Polito, Assistant Secretary
Jeanise Bertrand
Michelle Bailey
Stacey Metter

HEALTH & HUMAN SERVICES

BOARD OF HEALTH

The Board of Health consists of three members serving a three-year term. David Smith serves as Chair and Giselle Perez and Walter Row as members. Leslie Whelan is the Health Agent and Nancy Stevens the Administrative Assistant. Chris Lee is our Public Health Nurse. Roberta Cody is our Food, Camp and Pool Inspector. Hayes Demeule was appointed as our new Animal Inspector and Anne Jackman was reappointed as Assistant Animal Inspector.

The Board of Health is responsible for implementing and overseeing the laws, policies and regulations of the Board of Health, the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. Responsibilities of the Board of Health include, inspections, permitting of septic installers, septic haulers, Title 5 inspectors and septic maintenance professionals, retail food establishments, retail tobacco, public and semi-public swimming pools, recreational camps for children, and keeping of animals/stables. In addition, the Board of Health conducts health clinics, addresses concerns of public nuisance, air quality, noise control, insect control, beaver and mosquito management, food protection, housing complaints, Title 5 compliance and communicable disease reporting.

This year the Board of Health continued vaccinating residents during flu season. The Hamilton and Wenham Boards of Health collectively joined together and held four Flu Vaccine Clinics (three for residents and one for middle/high school students). There were approximately 480 residents and students vaccinated with the help of nursing students and MRC volunteers. The Health Department's flu clinics are run efficiently and smoothly in a cost-effective manner.

The Public Health Nurse was involved in a new postpartum program for new mothers. The Northshore Mother Home Visiting Partnership is designed to connect new mothers and their babies with their community, while assessing for postpartum depression

and making referrals to medical professionals when needed.

For the third year, the Public Health Nurse in conjunction with the Hamilton Police and Café Shishco

promoted bike helmet safety. Approximately 200 school aged children were commended for their use of bicycle helmets and rewarded with frozen yogurt coupons.

The Board of Health continues to work at the local and regional level on emergency response planning relative to infectious disease emergencies, bioterrorist events and natural disasters. Hamilton participates in a coalition of 14 surrounding cities and towns working closely together to develop emergency plans and mutual aid. Our Public Health Nurse, in collaboration with our Emergency Management Director, organized and trained a group of volunteers to open an emergency shelter in Hamilton, should the need arise.

The Board of Health participates in the FDA Voluntary National Retail Food Program Standards, and applied again for an FDA grant to improve our food protection program. The Board also adopted a policy to address the need for additional food inspections at food establishments that fail to correct health code violations.

The Northeast Massachusetts Mosquito Control and Wetlands Management District monitors for mosquito-borne diseases in the region. This year virus levels were low with no Eastern Equine Encephalitis in the region. The Board prefers not to "routinely" spray. Taking personal protective measures and draining standing water in your yard is the best protection against mosquito bites and mosquito-borne diseases.

BOARD OF HEALTH (continued)

The following is a yearly report of permits/licenses issued, plan reviews and inspections:

	2017
Septic Disposal System Construction (New) Plan Review	1
Septic Disposal System Construction (Repair) Plan Review	64
Septic Title 5 Inspection Report Review	110
Septic Construction Inspections	72
Soil Evaluation Inspections	35
Septic Disposal System Installer Licenses	39
Septic Disposal System Hauler Licenses	9
Food/Retail Service Permits	36
Temporary Food/Retail Service Permits	21
Seasonal Food Service Permits	6
Keeping of Animal Permits	63
Stable Permits	63
Wells Permits	1
Public Swimming Pools Permits	4
Recreational Camps Permits	7
Tobacco Sales Permits	5
Complaints – Housing/Nuisance	4

Total fees collected in calendar year 2017 were \$40,950.

HAMILTON BOARD OF HEALTH
David Smith, Chair
Giselle Perez
Walter Row

EASTERN ESSEX DISTRICT OF VETERAN SERVICES

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans, dependents, and widows. The Town funds this program for their resident Veterans, dependents, and widows, and is subsequently reimbursed 75% by the Commonwealth. It is the responsibility the department to follow the process dictated by the Department of Veteran Services so that the Town receives the fully allowed reimbursement. The department is also tasked with the responsibility of assisting Veterans and their families with VA benefits; ensuring that each Veteran and/or family member receives all benefits that are available to them.

Goals achieved/large projects accomplished:

- Assisted Veterans and their families with VA Benefits
- Interacted with local Veterans Organizations
- Korean War Ambassador for Peace Medal Ceremony in which Korean War Veterans received the Medal from the Republic of Korean Consul General. It was the biggest ceremony to date in Massachusetts.
- Participated in Northshore Veterans Collaborative
- Hired a new Veteran Service Officer

Priorities for 2018:

- Increase Outreach
- Start a Veterans Coffee Social

Significant statistics:

VA Awarded Benefits:

- Veteran Compensation: 51 Veterans total \$965,376
- Dependency & Indemnity Compensation: 6 widows/widowers total \$96,984
- Pension: 1 Veteran \$2,352
- Death Pension: 3 widows/widowers total \$25,116
- Total Awards Veterans/Widows/Widowers \$1,089,180
- Ch115 Benefits \$19,182.41

Personnel Changes and Acknowledgements:

There has been a change in personnel. Tracey Brown, the Assistant to the Director, got promoted to a State position. We are honored to hire Kathleen Collins, an Army Veteran. It is because of her Veteran status that she meets the requirements to be Veteran Service Officer. She comes to us with a lot of experience working with Homeless Veterans from her previous job working at Lynn Housing Authority. The Town of Hamilton is fortunate to have a District Director/Veteran Service Officer and a second Veteran Service Officer.

Department staff and Board of Directors

Karen Tyler, District Director/Veteran Service Officer
Kathleen Collins, Veteran Service Officer

John Clemenzi, Chairman of the Board of Directors, Wenham

Jeffrey Hubbard, Board Member, Hamilton

David Doane, Board Member, Essex

Doug Dawes, Board Member, Georgetown

Linda Alexson, Ipswich

Chuck Bear, Board Member, Newbury

Robert Snow, Board Member, Rowley

Robert Janes, Board Member, West Newbury

Karen Summit, Treasurer, Rowley

COUNCIL-ON-AGING

The Council on Aging is a community based social service organization with its mission focusing on those individuals that are age 60 and older. We provide information and referral for services and programs that help you stay in your home and community as long as possible. We also offer health and wellness programs, as well as social programs. A portion of funding is provided yearly by the Executive Office of Elder Affairs through the Formula Grant. The balance of the annual budget is provided through municipal appropriations voted at Annual Town Meeting.

Some of the highlights and changes which occurred during this time include:

- i Strong increase from the Social Services Coordinator with numbers showing a 52% increase in new seniors being seen for the first time (unduplicated) and 2% increase in seniors who have used our services in a previous year (duplicated). SHINE (Serving the Health Information Needs of the Elderly) appointments increased by 48%
- i Total transports for year show a 19% decrease over FY16 (1,917 total transports). Medical transports went down by 29% totaling 740 in this area. Non-medical transports (shopping/leisure/work) decreased by 11% with a total of 1,177 transports. Decreases can be attributed to several seniors who had used transportation for multiple weekly medical and non-medical appointments who no longer use senior transportation
- i Meals on Wheels delivered 2,011 meals in FY16 with 1,562 people served a daily congregate lunch at the Senior Center
- i Gordon College and the Council on Aging partnered on a program called "The Great Conversation: What Is A Good Life?" Freshmen from Gordon College created programs for our seniors from September to December such as "Brains and Balance"
- i Karaoke and Pizza Contest; Let's Play Jeopardy! We are looking forward to working with them in 2018 to bring our "Chopped" competition back
- i Establishment of Generals for Generations, a club from HWRHS comprised of students from the Honor Society, who will be working as volunteers for our elderly on Wednesday afternoons to help with chores and projects
- i The Council on Aging is reaching out to seniors at risk who would like to be contacted in the event of an extreme weather event. This database will allow Public Safety and the COA to ensure the well-being of our residents over the age of 60 who need assistance to receive a phone call or an in-person visit
- i Continuation of candidate debates at the Senior Center so that residents can query candidates on issues affecting seniors
- i Continuation of programs and activities include Cribbage, Reader's Club, Tai Chi, walking club, weekly movies, weekly board games, Red Sox game day get-togethers, Patriot's Game Day, Low Vision and Lunch group, painters group, voice lessons for seniors, Seniors Helping Seniors, Garden Club flower show, strength training for seniors, monthly legal aid attorney, monthly audiology check-ups, Bingo and Hot Dogs, Arthritis Foundation exercise class, Parkinson's Fitness Class, Dance Movement class, afternoons with Carol Burnett, Downton Abbey Day, Senior Paddles kayaking classes, historical snapshots of Hamilton, fuel assistance, flu clinics and many more
- i The Council on Aging requested funds and received approval from the Community Preservation Committee for update of the bathrooms at the Senior Center. Work was begun early 2017 and completed within 6 weeks

Council-on-Aging (continued)

- i Representative Brad Hill sponsored a cook-out for our seniors this summer. Fifty seniors came out to enjoy entertainment ahead of time along with a BBQ cooked by Rep. Hill and other volunteers



- i Seniors enjoyed trips to 11 different venues this year including Sturbridge Village, the Norman Rockwell Museum, Cape Ann Coastal Tour, Block Island, Cathedral in the Pines and Christmas in Newport, Rhode Island



- i Participants in the Wednesday Open House program met with several department heads this year to update them on what's happening in their areas: Marisa Batista, Finance Director; Patrick Reffett, Director of Planning and Development; Tim Olson, DPW Director;

i

- i Jim Hankin, Conservation Commission; Tina Zelano, Assessor's Office

- i The Council on Aging partnered with the Hamilton Housing Authority to clean, repair and update the community room at Lamson Hall. Painting, cleaning, new rugs, A/C, HDTV, and furniture were donated along with funds for window treatments. Several of the programs at the Senior Center such as Bingo and Hot Dogs and a traveling book library are now activities

available at Lamson Hall through the efforts of the COA

- i The Council on Aging Executive Board has begun the process of exploring whether Hamilton could begin the process of establishing the Town as an Age and Dementia Friendly community. An informational presentation will be made in early 2018

- i Button Cell Battery rebate program collects used batteries which would earn the Council on Aging program dollars for recycling efforts; 2017 saw over 10 pounds collected

- i New weight-loss program started at the Senior Center on Friday mornings called T.O.P.S., Taking Off Pounds Sensibly

- i Council on Aging partnered with the ACORD Food Pantry to provide free fresh produce to seniors at Open House Wednesdays during the summer

- i Flag Day Ceremony and Dedication of flags for the Senior Center purchased with help from the American Legion Post 194

Respectfully submitted,

Mary Beth Lawton
Director, Hamilton Council on Aging

CULTURE AND RECREATION

HAMILTON-WENHAM LIBRARY

The Hamilton-Wenham Public Library is a publicly-funded institution dedicated to the common good by serving the informational, educational, cultural, and recreational needs of the community and encouraging its patrons in the lifelong pursuit of learning and personal growth. The library will be responsive to the needs of its diverse users, advocate and support the use of appropriate technology, build an excellent collection, commit itself to the highest ideals of library service and the principles of intellectual freedom, and provide a welcoming meeting place for the community.

In 2017, the library circulated 220,615 items. Our meeting rooms (including some programs that were offered offsite) were used by community groups and library programs a total of 1,590 times. The library offered 404 adult programs, 87 young adult programs, and 340 children's programs. Our reference department answered 18,100 reference questions and our study rooms were used a total of 2,376 times. 566 new cards were issued this year. Our Overdrive downloadable e-book and audio book circulation increased from 1,433 in 2011 to 8,843 in 2017.

Our 2017 accomplishments included:

- i Adding an online subscription to *The New York Times*
- i Migrating successfully from Evergreen to our new Integrated Library System, Symphony
- i Improving access on the library's website to all our electronic resources
- i Responsibly removing from the library obsolete computer and technology equipment
- i Reorganizing and optimizing the space in the Young Adult area
- i Winning the State Teen Video Challenge for the second year in a row

- i Working with the Friends of the Library to maintain our pollinator gardens and successfully hatching more than 100 Monarch butterflies
- i Cleaning the carpeting in the entire library
- i Visiting classrooms and hosting school field trips
- i Leading a summer reading program with 1,037 children participating

Our 2018 priority is:

- i Increasing usage of library services through targeted outreach and expanding community and interdepartmental partnerships to promote literacy and education. A partial list of partners include Hamilton's Public Health Nurse and the North Shore Mother Visiting Partnership to provide board books and literacy materials for families with newborns, the Councils on Aging, the Hamilton-Wenham Regional School District and other area schools, the Wenham Museum, local businesses etc.

In 2017, we said good-bye to Library Assistant Stephanie Smith and welcomed Ionelee Brogna. We also said good bye to Library Pages Ewa Klopetek, Mark Baumeister and Lucy Huang and welcomed Kate Shelton, Lizzie Dixon and Christina Trudel. Current Library Staff are: Jan Dempsey, Library Director; Rob Pondelli, Assistant Director; Ionelee Brogna, Library Assistant; Chris Burns, Library Assistant; Kim Claire, Young Adult Librarian; Kerry Crockett, Children's Library Assistant; Jeannine Curtis, Library Assistant; Karen D'Ambrosio, General Services Librarian; Nancy Day, Head of Technical Services; Lorraine Der, Children's Librarian; Amy Dziejewit, Head of Circulation; Miranda Griffiths, Children's Library Assistant; Anne Hanrahan, Library Assistant; Sarah Lauderdale, Head of Reference; Josh Lear, Library Assistant; Dede McManus, Librarian; and Rebecca Shea, Adult Services Librarian.

Hamilton-Wenham Library (Continued)

Our Library Pages are Lizzie Dixon, Josh Hunt, Barbara Morrell, Kate Shelton and Christina Trudel.

We thank our dedicated volunteers who assist in all library departments. Current Library Trustees are; Julie Clay, Chair; Nichole Gray, Vice-Chair; Patricia Purdy, Secretary; Dorothy Goudie, Liaison to the Friends, Judith Bubriski and Dolores Boghdan.

Most of our programs are funded by the generous support of the Friends of the Hamilton-Wenham Public Library who work tirelessly to support our library. The Friends, under the leadership of Christine Mulvehill and Ruth Collins purchased a laptop, book carts, bean bag chairs, stools and mats for the children's room, book trucks and a storage unit for the YA area. The Friends also provided the funds to maintain the pollinator garden. The Friends held three successful book sales in 2017 and they continue to provide the following museum passes for the public to enjoy: Boston by Foot, Children's Museum in Boston, Cape Ann Historical Museum, Concord Museum, DeCordova Museum in Lincoln, Department of Conservation and Recreation, Harvard Museum of Natural History, House of Seven Gables, Edward M. Kennedy Institute, Institute of Contemporary Art, Isabella Stewart Gardner, JFK Library and Museum, Museum of Fine Arts, Museum of Science, New England Aquarium, Orchard House, Peabody Essex Museum, Strawberry Banke, Wenham Museum, and Zoo New England. Patrons can call to reserve passes or access the remote sign-up on our website. In 2017, patrons reserved museum passes 1,558 times. To learn more, visit the Friends' website at www.friendsofhwlibrary.org.

In 2017 the library added an online subscription to *The New York Times*. We continue to offer *Chilton Library* for car repair, the *Gale Testing and Education Reference Center* and the *Gale Virtual Reference Collection* featuring over 800 nonfiction e-books.

These products enable patrons to access many library resources on a 24/7 basis. We continue to list our programs and events on our website at www.hwlibrary.org. Patrons can order library materials from home through the online catalog and access many electronic resources. The statewide databases, including the *Encyclopedia Britannica* support geo-location, so Massachusetts patrons can access them even without a library card. We also offer our Hamilton and Wenham citizens *Ancestry.com Library Edition*, *American Ancestors*, *Safari Books Online* (for technical books), two geography databases, *Booklist Online*, *Morningstar Investment Research Center*, and *Cypress Resume*. We also use the consortium-wide collection of downloadable e-books and audio books via Overdrive. We continue to offer *Universal Class*, a program that allows Hamilton-Wenham citizens to enroll in or audit over 500 classes at no charge. Patrons can sign up for *Wowbrary* emails or our Constant Contact newsletter by going to our website or calling us at 978-468-5577.

We thank our patrons for their support of the library as a public good and for their kindness and generosity. We encourage everyone to sign up for a library card and visit the library often in 2018.

Respectfully submitted,

Jan Dempsey, Library Director

JOINT BOARD OF LIBRARY TRUSTEES OF HAMILTON AND WENHAM

The Joint Board is responsible for the custody and management of the library and its services and facilities located at 14 Union Street in Hamilton and members are active participants in promoting and supporting the mission statement of the library.

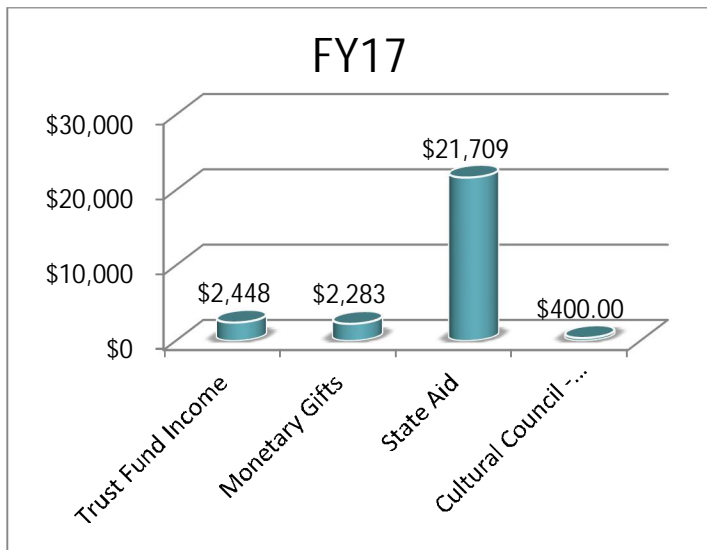
Goals achieved in 2017:

- Participated in Wenham’s Citizens Leadership Academy which educated the public about the role of the library trustee.
- Participated in celebratory “Who Ya Gonna Thank” event to acknowledge the library’s donors and benefactors.
- Announced with pride that one library staff member completed her Master in Library Science degree at Simmons College.

Priorities for 2018:

- Participate in library programming.
- Promote civic awareness programs.
- Increase participation at public meetings and events.

Significant statistics:



Trust Fund Income is used for library materials, staff development and upkeep of the Children’s Room aquarium. State Aid funds were used in FY17 for software and the subscription to Universal Class, and other information technology needs as well as funding our Eighth Community Read. Library materials new trees for the library grounds were purchased with Gift Funds.

We thank Margaret Whittaker and Gwen Holt who completed their terms of service in 2017. We are grateful for their dedication to the library.

Respectfully submitted,

Julie Clay, Chair

Nichole Gray, Vice Chair

Patricia K. Purdy, Secretary

Dorothy Goudie, Liaison to the Friends

Dolores Boghdan

Judith H. Bubriski

HAMILTON-WENHAM RECREATION DEPARTMENT

The Hamilton-Wenham Recreation Department provides a wide variety of programs designed to improve the quality of life for residents by meeting physical and recreational needs. We promote lifelong lessons through play, education and community wide events.

Goals achieved:

- i A very successful first season at the Veterans Memorial Swimming Pool in which we sold over 250 various types of memberships and had over 6200 individual visits.
- i The Hamilton Wenham Hurricanes Swim Team had a successful first summer at the pool, the team had over 55 swimming and placed third at the league All Star meet.
- i The Summer Park Program welcomed record numbers as we increased our participation rate by 82% from the previous summer.
- i Employed over 60 seasonal employees during the summer for both the swimming pool and park program. Over 85% were residents.
- i Installed new security cameras at the Recreation Center
- i Continued to grow our offers to members of the community. Offered over 200 various activities, discounted tickets, special events, and field trips throughout the year.
- i Successful Site plan Review for the Hamilton Wenham Regional High School Redevelopment Project
- i Worked with the Pingree Park Playground Committee on the design and install of the new playground equipment.
- i Worked with local organizations and clubs on two successful events: Pumpkin Fest & Two Town Fourth of July celebration.
- i Helped maintain the Patton Park Playground by replacing broken parts and adding more sfaet surfacing to maintain compliance

Priorities for 2018:

- i Continue the success of our Summer Program and Swimming Pool; look to offer new activities and events to keep momentum.
- i Continue to add different types of recreational programs for our residents.
- i Work with the Hamilton and Wenham DPW on athletic field and facility maintenance programs.
- i Increase participation in our programs by 15%

Significant statistics:

Veterans Memorial Pool Statistics

Memberships Sold

Family Memberships Sold:	206
Adult Individual Memberships Sold:	27
Senior Memberships Sold:	15
Youth Individual Memberships Sold:	15
Guest Passes Sold:	179

Swim Lesson/Swim Team Registrations

Swim Lessons Registration: participants	83
Swim Team Registration: participants	57

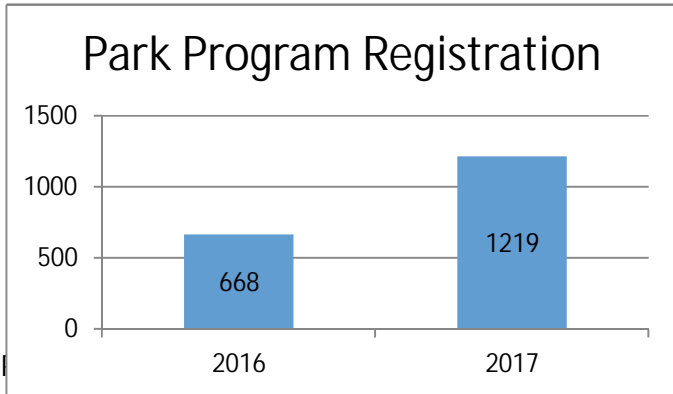
Pool Attendance

Total Number of Membership Scans	5,162
Total Number of Drop -ins	1,178
Total Days of Operation	73
Average Daily Attendance	92

Hamilton-Wenham Recreation Department
(continued)

Summer Park Program Statistics

With the addition of the new swimming pool had record numbers for participation at our summer camp program in 2017



Sean Timmons- Recreation Director

Danielle Kiely – Administrative Assistant

Recreation Committee

Steve Ozahowski – Chair

Denis Curran

John Cusolito

Len Dolan

Reggie Maidment

Brad Tilley

Respectfully submitted,

Sean Timmons, Recreation Director

PLANNING & LAND USE

AFFORDABLE HOUSING TRUST

The mission of the Hamilton Affordable Housing Trust is to increase the availability of affordable housing in Hamilton. Approximately two years ago, the Trust embarked on a program to determine alternative sites that could be appropriate for affordable housing. The Trust established a clearly defined vetting process which allowed for a straight forward approach to selecting potential locations for the development of affordable housing in our community. Many locations have been vetted over this past year, including privately owned and town owned sites.

The Town established a partnership program which allowed for agreements between the Town of Hamilton and potential developers of affordable housing. These agreements, termed Host Community Agreements, have been executed with three partners, including Harborlight Community Partners, Habitat for Humanity, and CapeBuilt Development LLC.

The Trust was awarded Community Preservation Committee funds to create affordable housing in town with partner developers. The Trust approved a grant for Habitat for Humanity North Shore to purchase 270 Asbury Street for the purpose of creating two affordable family homes. Habitat for Humanity is on the finish line completing these units. It is anticipated that the homes will be occupied this summer.

The Trust is also working with Harborlight Community Partners to develop both senior and family affordable housing. Harborlight is planning to redevelop 59 Willow Street, the house affiliated with the former Mac's Shoe Shop, into twenty senior apartments. The Trust has executed an agreement to provide \$300,000 for the purchase of the site. We expect that this exciting project will commence the development process in the coming year. The Trust has also agreed to provide \$300,000 in funds to Harborlight for the creation of family affordable housing.

The Trust has seen a change in its membership this year. Longtime member Peter Britton resigned from the board. We thank him for his hard work and commitment to the Town and the Trust. Bill Massos is our newest board member. Bill brings a wealth of knowledge to this board from the world of finance. We are delighted that he is part of the board. Russ Tanzer was elected chairman upon the departure of Peter Britton.

The Trust is evaluating a Ten Percent Down program leveraging existing Massachusetts Housing Finance and Massachusetts Housing Partnership programs. Conceptually, the amount contributed by the Town would be secured by a deferred payment junior mortgage at the Federal Funds Rate with a deed restriction for affordability.

We as a Trust pledge to continue to make affordable housing a reality in our town using smart growth principals as designed by the Commonwealth of Massachusetts.

Respectfully submitted,

Russ Tanzer, Affordable Housing Trust Chair

FY 2018 COMMUNITY PRESERVATION ACT APPROVED PROJECTS

Approved at the April 1, 2017 Annual Town Meeting

Project: Pingree Park Playground
Applicant: Friends of Pingree Park Playground
Cost: \$25,000
CPA Purpose: Open Space and Recreation
Project Description: To fund the construction of a playground in Pingree Park.

Project: Buker School Playground
Applicant: Friends of Buker
Cost: \$25,000
CPA Purpose: Open Space and Recreation
Project Description: To fund the construction of a playground at the Buker School.

Project: Donovan Playing Fields Bond Payment
Cost: \$43,600
CPA Purpose: Open Space and Recreation
Project Description: To fund the debt service for the Donovan Acquisition (\$40,000 in principal and \$3,600 in interest).

Project: Sagamore Conservation Project Bond Payment
Applicant: Essex County Greenbelt Association
Cost: \$135,000
CPA Purpose: Open Space and Recreation
Project Description: To fund the debt service for the Sagamore Hill Conservation Project.

Project: Historic Preservation Set-Aside
Applicant: Community Preservation Committee – Statutory requirement
Cost: \$46,973
CPA Purpose: Historic Preservation
Project Description: To appropriate an estimated \$46,973 for the required set aside for future historic preservation projects.

Project: Hamilton Affordable Housing Trust
Applicant: Hamilton Affordable Housing Trust
Cost: \$400,000
CPA Purpose: Community Housing
Project Description: To fund the creation of affordable housing through the Affordable Housing Trust.

Project: Lamson Crossing Roofs
Applicant: Hamilton Housing Authority
Cost: \$89,075
CPA Purpose: Community Housing
Project Description: To fund the repair of roofs at Lamson Crossing on Railroad Avenue and Rust Street.

FY 2018 Community Preservation Act Approved Projects

Project: 270 Asbury Street, Hamilton, MA
Applicant: Habitat for Humanity
Cost: \$60,000
CPA Purpose: Community Housing
Project Description: To fund the construction of two affordable homes at 270 Asbury Street.

Project: CPA Administration
Cost: \$23,486
CPA Purpose: Administration
Project Description: To fund administration costs up to 5% of CPA revenues.

Approved at the November 4, 2017 Annual Town Meeting

Project: Removal of Japanese Knotweed
Applicant: Hamilton Conservation Commission
Cost: \$7,500
CPA Purpose: Open Space and Recreation
Project Description: To fund the ongoing removal of Japanese Knotweed, an invasive species on Town Conservation Land

Project: Town Hall Restoration Project
Applicant: Town of Hamilton
Cost: \$75,000
CPA Purpose: Historic Preservation
Project Description: To fund the Owners Project Manager (OPM) for the restoration of Hamilton Town Hall

Project: Renovation of Brooks House (121 Railroad Avenue)
Applicant: Hamilton Housing Authority
Cost: \$162,516
CPA Purpose: Community Housing
Project Description: To complete renovations to Brooks House, including roof replacement, window replacement, selective replacement of siding and trim and repainting.

Respectfully submitted,

Dorr Fox, Community Preservation Coordinator

CONSERVATION COMMISSION

The Hamilton Conservation Commission's primary task is the administration and enforcement of the state Wetlands Protection Act (Ch. 131 §40) and the Town's Conservation By-Law, Chapter 17 of the Town's General Bylaws. The Commission also fulfills its mandate by funding environmental education programs in the regional school system, and by organizing and publicizing various conferences and events that seek to protect open space and inform residents of the value of preservation of woodlands and scenic areas as well as trail access and management.

Conservation Commission jurisdiction and procedure:

The Commission's jurisdiction includes all proposed changes in land use which will occur within defined wetlands or within 100 feet of the defined edge of wetlands, or within 200 feet of the perennial streams and rivers within the borders of the Town. The Commission considers applications (known as "Requests for Determination" and also "Notices of Intent") for work in these areas. The Commission or the Coordinator and holds site walks to review conditions at the proposed work area. The Commission then conducts public hearings or public meetings to decide if a permit (either a "Negative Determination" or an "Order of Conditions") shall issue. Once a project is completed, the Commission reviews the post construction conditions to establish that the project was finished in the same manner as it was originally proposed and that no damage to resource areas has occurred. A Certificate of Compliance is then issued and the process is complete. The Commission also investigates violations of the Wetlands Act and local Conservation By-Law and the Commission issues Enforcement Orders or Violation Notices if appropriate.

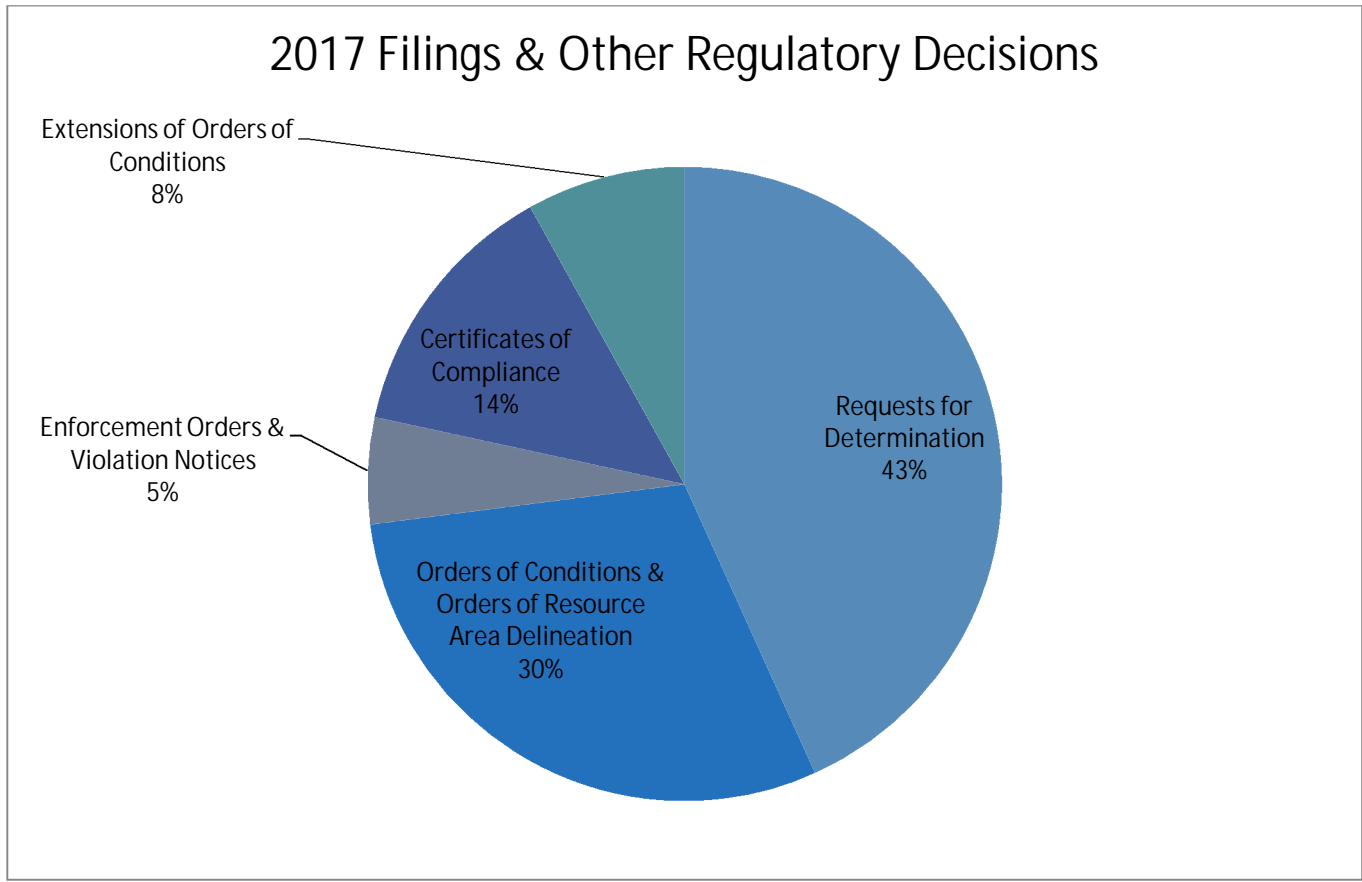
Asides from conducting public hearings and holding open public meetings to review and analyze the various applications, the Commission, through their Coordinator, may on any given day do any or all of the following:

- i Respond to residents' questions and concerns about wetlands permitting,

- i Conduct preliminary site evaluations to determine applicability of jurisdiction,
- i Perform various compliance inspections,
- i Reply to building contractor and wetlands consultant questions and concerns,
- i Interact with various state agencies most notably the Commonwealth's Department of Environmental Protection and;
- i Work with the other Town departments to address issues of common concern.

2017 Noteworthy Events:

- i Commission re-appointed members to the Hamilton Open Space Committee (OSC).
- i Commission reviewed and approved a comprehensive wetlands restoration plan for the former composting site at Sagamore Hill.
- i Commission reviewed and approved wetlands permits for two projects for artificial turf fields. One is located at the Hamilton Wenham Regional High School and another is located at the Pingree School.
- i Commission began consideration of an overall Management Plan for the public parcels under their authority and control, specifically the open space land at Patton Homestead and the parcels on Central Avenue.
- i Commission extended for another three years the successful town wide trail management plan with Essex County Trails Association.
- i Commissioners attended the annual MACC Conference in Worcester in March 2017.



Education Program

The Commission continues to contribute to the funding of an Environmental Education program for students in the elementary grade levels in the Hamilton-Wenham Regional School District. The program is designed and run by the Massachusetts Audubon Society in conjunction with the curriculum department of the District. The Commission reviews the program and requested budget annually and they continue to enthusiastically support and promote this program

Members and Staff as of January 2018 (Term Expiration June 30 of year indicated)

- Richard Luongo, Chair (2018)
- Virginia Cookson (2019)
- Robert Cronin (2019)
- Chris Currier (2018)
- Keith Glidden (2020)
- Tom Myers (2019)
- George Tarr (2020)

- John Rhoads (associate member)
- John Hendrickson (associate member)

Respectfully submitted,
James Hankin, Coordinator

WEIGHTS AND MEASURES

I hereby submit my report as Sealer of Weights and Measures for the Town of Hamilton from January 1st2017 to December 31st 2017.

I have inspected, sealed, and adjusted or condemned a total of 88 measuring units. Fees totaling \$918.00 were billed. Below is a detailed summary.

	Address		Inspection Date
Cumberland Farms	121 Bay Road	\$210	3/29/17
Green Meadows Farm	656 Asbury Street		Out of Business
Welch and Lampson	305 Willow Street	\$95	11/16/17
Citgo Convenience	188 Bay Road		11/19/17
Family Medicine Care			
CVS Pharmacy	15 Walnut Road	\$35	
Connolly's Pharmacy	44 Bay Road		
U.S. Gas			9/13/2017
		\$183	11/9/2017
Crosby's Market	15 Walnut Road	\$234	12/14/17
TOTAL: \$933			

Respectfully submitted,

Leonard Rose
Inspector of Weights and Measures

HAMILTON INSPECTIONAL SERVICES

Many changes occurred in 2017 within the Inspectional Services Department however throughout the year the department strove to maintain a high level of quality service for the community in spite of many personnel changes.

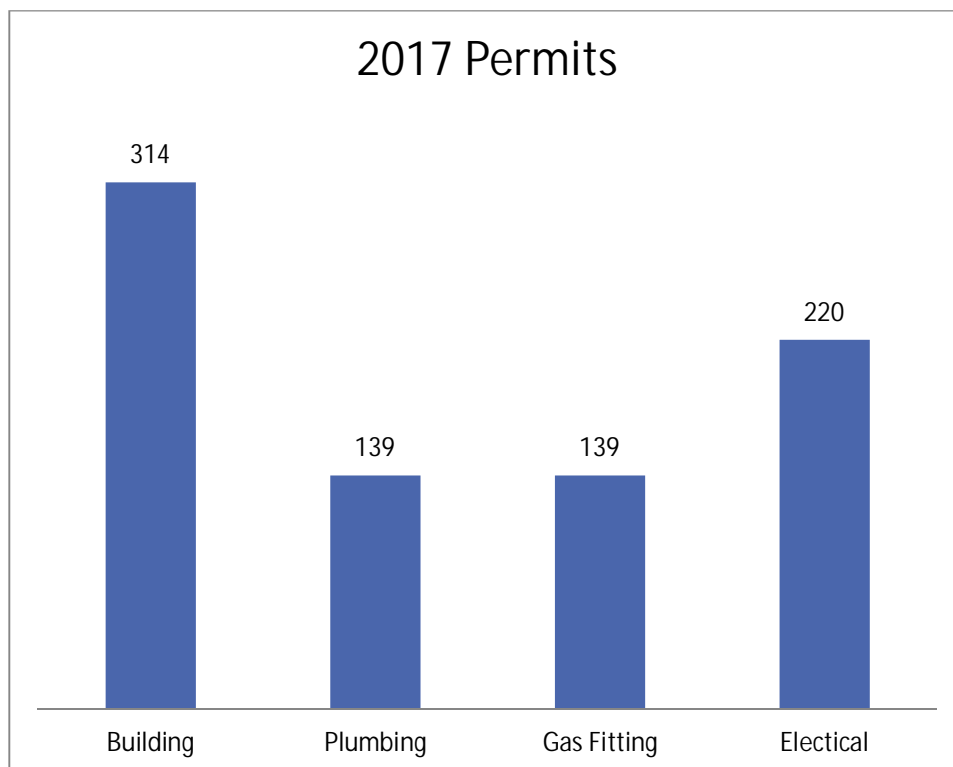
Building Commissioner and Zoning Code Enforcement Officer Charles Brett left the Department after having served the Town since 1998. In May, James Butler was hired to fill the part time position.

In 1976 the Town hired Robert Brown, Sr. as the Electrical Inspector. Bob retired in 2017 after working part time for the Town of Hamilton for 41 years. Denis Curran was hired as the Electrical Inspector in April and David Keenan was hired as the Assistant Electrical Inspector to fill in as needed.

Kevin Dash is the part time Plumbing and Gas Fitting Inspector in 2016. David Pereen was hired in 2017 as the Assistant Plumbing & Gas Fitting Inspector to fill in as needed.

Patrick Reffett is the Director of Planning and Inspectional Services and has served in that capacity since 2014.

During 2017 the following permits were issued:



From the above listed permits the department collected \$103,686 for application fees which becomes part of the Town's general fund. Construction costs for the permitted work in the Town was \$7,368,401. The majority of building permits issued were for kitchen and/or bath remodeling and exterior renovations. In 2017 two existing single family homes were demolished and are currently being rebuilt and there was one new single family built.

Hamilton Inspectional Services (Continued)

During 2017 departmental staff undertook a study of building permit fees in our general area of the North Shore. It was determined that Hamilton lagged behind many of our fellow communities. In response the Department prepared a recommendation to increase the fees, worked with the Finance Committee and had the new fee structure approved by the Board of Selectmen in late December 2017. The Inspectional Services Department began implementing the new fee schedules immediately. The Department also began to implement the policy of separate permit fee payments which require building, electric, plumbing and gas fitting permits then the fee for each is expected to be paid upon the issuance of the first required permit. It is anticipated that building permit fee volume collected by the Town will increase substantially in 2018.

As mentioned above, Hamilton Inspectors currently work for the Town on a part-time basis. The Building Inspector conducts office hours Monday – Thursday 12:30 – 2:30 PM and inspects Monday – Thursday 3:00 – 5:00 PM. The Electrical Inspector inspects on Monday, Wednesday and Thursday 3:00 – 5:00 PM. The Plumbing and Gas Fitting Inspector inspects on weekday evenings. The Inspectors are available to answer questions regarding a property, a process, or a permit.

All applications may be found on the Town web site: hamiltonma.gov or by visiting the Town Hall during regular hours of business. Much useful information is included upon the Inspectional Services/Building.

Respectfully Submitted,

Patrick Reffett, Planning Director

PLANNING BOARD

Members of the Hamilton Planning Board in 2017 included Brian Stein; Bill Olson; Peter Clark; Edwin Howard; Rick Mitchell; Claudia Woods; and Richard Boroff. Associate Members who were added to the Board include Janel Curry and Christopher Shepperd.

The mission of the Hamilton Planning Board is to engage in land use management and planning on behalf of the Town. This includes administering the Zoning By-Laws and Subdivision Control Laws. The Board is also responsible for updating the Town Master Plan and for reviewing proposed Zoning By-Laws intended to meet the demands of the Town and its growth patterns.

Throughout 2017 Planning & Inspections Director, Patrick Reffett assisted the Planning Board.

During 2017 the Hamilton Planning Board held twenty four (24) regular meetings, and one (1) all boards meeting which was also attended by members of the Board of Selectmen, Zoning Board of Appeals, Conservation Commission, Open Space Committee and the Patton Board of Incorporators. The All Boards meeting was to discuss a plan for a gravel parking lot at the Patton Homestead property.

A noteworthy change in land use planning occurred in 2016 which affected permitting during 2017. At a Special Town Meeting on July 5, 2016 Town citizens voted to permanently change the permit granting authority for Site Plan Review from the Zoning Board of Appeals to the Planning Board. This was the case throughout 2017.

Regulatory Actions by the Hamilton Planning Board in 2017

A range of regulatory applications and reviews come before the Planning Board which serve as the permit granting authority for Site Plan Review, Approval Not Required (ANR) applications, Subdivision applications, and Special Permit applications.

Site Plan Reviews - The Planning Board, on behalf of the Town, provided site plan review on five (5) projects through the course of the year. They included:

1. 15 Walnut Street – The Planning Board approved an application for an Abbreviated Site Plan Review for a change of use at the Shopping Center – changing 1,848 square feet of office space to dance studio space.
2. 650 Asbury Street – In 2016 the Town of Hamilton began a site plan permitting process with the Board to provide permitting for a public parking lot at the Patton Homestead Property. A Site Plan permit was approved by the Planning Board after an All Boards meeting was previously conducted in which the project was discussed at length by the various interested parties.
3. 15 Walnut Street Bistro (within Shopping Center) – The Board undertook a Site Plan Review of an application to construct exterior improvements to the restaurant building façade and outside landscape improvements.
4. 537 Highland Street – The Pingree School made an application for a Site Plan Review for an athletic complex. The Project was approved but later appealed by an abutter. The appeal is still pending in Land Court as of this date.
5. 775 Bay Road – The Hamilton-Wenham Regional High School applied for a Site Plan Review for an athletic complex. The Planning Board approved the project. The Applicant is seeking funding for the project.

Planning Board (Continued)

Form A - Approval Not Required (ANR) Reviews – The Planning Board reviewed three (3) Form A – ANR reviews during 2017. Properties included:

1. 46 and 48 Meyer Road – Board denied the application. Applicant appealed to Land Court and the decision is still pending as of this date.
2. 103-105 Linden Street – Board approved application.
3. 34 Black Brook Road – Board approved application.

Pre-Application Conferences – The Planning Board conducted two such conferences during 2017. One was for a Cell Tower Special Permit Project by Varsity Wireless proposed for the rear of 577 Bay Road (Town Hall /DPW Yard). The other project was for a small subdivision at 550-560 Bay Road.

Special Permit Applications (and related actions) – One Special Permit application came to the Planning Board during 2017 which was the Cell Tower Special Permit Application for 577 Bay Road (Town Hall/DPW Yard). The Project failed to receive a super majority vote necessary to attain Board approval. Afterward the Applicant, Varsity Wireless, appealed the vote to Federal Court. The appeal is still in court as of this date.

Special Permit Extension - Related to a prior Senior Housing Special Permit Application approval which was issued in early 2016, the Canter Brook Project requested an extension of the permit to 2020. The Planning Board approved the request.

Planning Board Legislative Actions

The Planning Board worked diligently throughout the year considering and pursuing many changes to the Zoning Bylaw. As readers will likely remember the primary focus of the Planning Board in late 2015 and 2016 was a major revision of the Zoning Bylaw. Dozens of meetings were held and those efforts were met with a positive Town meeting vote at Special Fall Town meeting on October 22, 2016. Afterward the State Attorney General reviewed the lengthy document until April 11, 2017. At that time the Town was officially notified of the AG's approval of the document but with a required removal of one sentence and a number of cautions regarding certain zoning tools which are within the Hamilton Zoning Bylaw.

The Planning Board supported an article that originated with the Hamilton Police Department and the Board of Health to create a temporary moratorium on the sale and distribution of recreational marijuana in Hamilton. The article passed at Annual Town Meeting. Following up on this local sentiment, town meeting members in the 2017 Fall town meeting were presented with an article to ban the sale, cultivation and distribution of marijuana. The article passed overwhelmingly.

The Board began discussing changes to the Willow Street Overlay District zoning early in the year. At Fall Town Meeting an article was passed which made several amendments to the existing language which was intended to tighten the review and design controls of the overlay district requirements.

The Board discussed cottage housing and evaluated many such bylaws from across the country seeking a combination of best planning practices and a design approach which would fit the town. The Planning Board researched and began discussions regarding a new Cottage Housing Bylaw and even invited input from local architects and builders regarding its applicability within Hamilton.

Planning Board (Continued)

At Fall town meeting the Planning Board formally proposed an article allowing cottage housing for the first time in Hamilton. It followed strong support in prior town survey responses from residents. The article failed to gain necessary support in Fall TM and was strongly defeated.

The Planning Board sought to expand the use-ability of the Estate Overlay District Bylaw by making strategic changes to the regulations so estate owners could have greater ability to upgrade their estate properties. Numerous drafts were generated by the Board and publicly discussed. They received considerable resistance particularly from abutters to such properties. A proposed article was advanced through the vetting process to Fall Town Meeting and was defeated.

Public hearings were held for each amendment to the zoning bylaw in accordance with Massachusetts General Law. Planning Board meetings are generally televised to allow residents to view the meetings at their convenience.

Planning Initiatives and Discussions

In response to voting at Fall Town Meeting, Planning Board members believe that more public outreach is necessary to appropriately plan for future growth in Hamilton. Members are cognizant that in order for new and different zoning articles to gain public approval such proposed new legislation must have early public support and understanding based on current data. Further, members believe that updating the residential component of the 2004 Master Plan is a good way to best determine what residents will support with respect to future residential growth. Generally the Board believes the Master Plan to still be a highly applicable and relevant document with a strong reflection of community preferences and a means to preserve the quality of life in Hamilton.

Respectfully Submitted,

Patrick Reffett, Planning Director

ZONING BOARD OF APPEALS

The public is welcome and encouraged to attend the meetings of the Town of Hamilton Zoning Board of Appeals. If there is business to attend to the Zoning Board will typically meet on the first Wednesday of the month in the Memorial Room on the first floor of Town Hall.

On the Town of Hamilton Zoning Board of Appeals there are three appointed Board Members: Chairman William Bowler, John Rodenhizer, and Kimberly Dietel. The Chairman has the authority to designate Associate Board Members and there are two Associate Board Members: Bruce Gingrich and Winifred Whitman.

The Zoning Board hears and decides applications for Special Permits and petitions for Variances, hears and decides Appeals from decisions of a Zoning Administrator, hears and acts on Comprehensive Permits, reviews and makes recommendations to other Special Permit Granting Authorities, and makes findings on nonconforming uses and structures.

In 2017, there were eight meetings of the Zoning Board of Appeals:

- i There were two Special Permit Applications to convert living area to accessory apartments which were approved
- i There were five applications requesting a Variance to extend or alter a non-conforming use, or structure. The majority of these applications were submitted due to the fact the proposed construction would be on a lot which was non-conforming in size and/or not within the required setbacks. The five applications were approved or approved with conditions
- i A Public Hearing was held by the Zoning Board of Appeals due to the fact the Planning Board filed an Appeal for a decision made by the Building Commissioner
- i The Zoning Board approved to accept, without prejudice, two written requests to withdraw applications
- i The Zoning Board approved one application for a temporary banner which exceeded the size allowed by the Town Zoning Bylaws

Massachusetts General Laws and the Town Bylaws dictate how a Zoning Board may conduct business; from posting agendas and processing applications to how decisions are rendered, written and filed. If you would like to learn more about Zoning Boards or to view agendas and meeting minutes you may want to visit the Town website: www.hamiltonma.gov

Respectfully Submitted,

Patrick Reffett, Planning Director

DEPARTMENT OF PUBLIC WORKS

Department of Public Works employees continue to perform their many and varied functions and continue to provide public services to the residents and other departments. FY17 included the following highlights:

- i The DPW department had some internal movement in FY17. Greg Stevens retired from the Town position of Highway Foreman after 19 years of employment. Peter Cobb was promoted to Highway Foreman and Russell Stewart to Highway Heavy Equipment Operator.
- i The department implemented PeopleGIS, a new GIS software system to aid in digital mapping of the town and work order management
- i 2017 Sidewalk Reconstruction Project, replacement of sidewalks along Hamilton Ave, Maple St, and Park St utilizing Chapter 90 Funding



- i DPW hired a consultant to perform a third party Pavement Management Plan. Using Chapter 90 funds the consultant inspected all the public streets in Hamilton and will assist the DPW with formulating a multi-year capital plan
- i Tree Services, back log and maintenance, performed routine tree maintenance and removed diseased and hazardous trees throughout Town
- i

- i A new flag pole was installed at the Hamilton Cemetery.



- i A new section of the Hamilton Cemetery has been marked out. Construction of the new section will begin in fall 2017. This new section will allow for an additional 500 graves.
- i Grass cutting and grounds maintenance continued to be the two primary work operations at the town's parks and cemetery and in conjunction with Wenham DPW staff at the HWRSD.
- i The Town Hall received a second story renovation including new cubical walls, desks, and file drawers.
- i The DPW Director has been an active participant in the preservation of the Patton Homestead and administered the search committee for engineering/architectural services.
- i The DPW Director has been a member of the Town Hall Building Committee charged with the development of a plan to obtain funding for Owners Project Manager (OPM) and Design Services through the Community Preservation Committee.

Department of Public Works (continued)

- i Maintenance of public works and other Town owned vehicles continues at the DPW facility. As part of the Capital Improvements Plan and the vehicle replacement program, the Town purchased a new pickup truck for the Water Department.
- i The Town continues to provide scheduled leaf pick-ups in the fall and spring and continues to provide monthly E-Waste drop off events to allow residents to leave: monitors, televisions, computers, white goods, etc. for a small fee at Town Hall.
- i The annual Household Hazardous Waste Day was held on September 17th, 2016 and nearly 100 vehicles brought material for disposal.
- i The water treatment plant and well fields continued to provide good quality and necessary volumes of water to the community during the drought period. The Town continues to face operational issues resulting in the plant at 50% efficiency. The Town enacted a water ban to reduce the stress on the plant at this critical time and DPW appreciates the community support and efforts. The Town has hired an engineering consultant to evaluate the plant operations and to provide recommendations for repairs and upgrades.
- i The Plateau Well and Caisson Well were cleaned and redeveloped to provide optimum withdrawal to satisfy the water demand of the Town.
- i The water department continues to maintain the remote/radio read program which is intended to increase the actual meter reads and improve efficiency within the department.
- i The Department completed the design of Phase III and received a success bid. Plans are to begin construction in the late summer/early fall and finish with the paving of the affected streets in the Spring of 2018. Phase III is part of the multi-year effort in replacing aged water mains funded by bond authorization at 2012 and 2015 Annual Town Meeting.

Respectfully Submitted,

Timothy Olson, Public works Director

ENERGY MANAGER

Summary of Position: The Town of Hamilton (Town) hired an Energy Manager in September, 2014. The position was originally shared between the Towns of Hamilton and Wenham for a total of 15 hours per week. In July 2016, the position was reconfigured as a shared position between Towns of Hamilton and Wenham and the Hamilton Wenham Regional School District. The Energy Manager position is currently funded for up to 19 hours per week total. The Energy Manager is responsible for a number of ongoing tasks in addition to specific project work. Primarily, the Energy Manger is responsible to continually measure and monitor the comprehensive energy use at all municipal facilities in the Town of Hamilton. This task allows the Town to acknowledge successes of completed energy projects and identify opportunities for future projects. The energy tracking function is performed with the assistance of the Mass Energy Insight web-based software package. The Energy Manager also serves as a liaison between municipal Departments to facilitate energy projects. The Energy Manager routinely work with the Town Manager, the Town Finance Director, the Public Works Department, the Facilities Department of the Hamilton Wenham Regional School District (HWRSD) and various other branches of municipal government. Finally, the Energy Manager serves as a primary contact point for state agencies on energy grant programs and other energy initiatives.

The Energy Manager oversaw a number of projects in 2017. A brief summary of each project is presented under each project heading below.

Manage Measurement & Verification Phase of ESCo Project: In 2017, the Energy Manager continued to work with Johnson Controls (JCI) to assess, document and mitigate the lackluster results Hamilton has experienced with the energy efficiency improvements completed in 2011 and guaranteed under an Energy Services (performance) contract (ESCo). The \$400,000 ESCo was guaranteed to result in a 16% energy reduction from the baseline. The project has under-

performed, showing a less than 5% energy reduction from the baseline. After thoroughly reviewing the

annual Measurement & Verification (M&V) Report, the Energy Manager worked to collect the shortfall payment from JCI in 2017, and continues to protect the Town's best interest as the project moves forward through the 12-year contract period.

Land-Based Solar on Capped Landfill: In 2016, The Town entered into an exclusivity agreement with Ameresco for development of land-based solar on the Town's municipal landfill on Chebacco Road. In early 2017, Ameresco began work on project development including correspondence with permitting agencies and preparation of an interconnection application to National Grid. The Energy Manager presented the project with Ameresco and the Town's solar consultant, Cadmus Group, to the Board of Selectmen in June, 2017. The Team also met with representatives from the Planning Board, Conservation Commission and DPW to discuss the permitting roadmap for the project. By the end of 2017, Ameresco had received the interconnection agreement from National Grid, and contract negotiations between the Town and Ameresco were drawing to a close. The Town expects to have a fully executed contract in place for construction of the project in early 2018.

High School / Middle School EMS Upgrade (Schools): The Town was awarded a \$500,000 Green Communities Competitive Grant in June, 2016 for an upgrade to the Energy Management System (EMS) at the High School / Middle School complex. Procurement of the engineer/designer was completed in August of 2017 and a design firm selected in September 2017. The project is currently under design and scheduled to be put out to bid for construction in February, 2018. The project is scheduled to be completed by September, 2018.

Energy Manager (Continued)

Competitive Energy Supply: For the third year in a row, the Energy Manager has facilitated execution of Competitive Energy Supply Agreements for electricity for both the Town of Hamilton and HWRSD. Both the Town of Hamilton and HWRSD use EnerNOC, an energy broker, to conduct a competitive bid process and determine the most advantageous contract term and price of electricity for each entity. Both entities are currently under contract with Constellation for competitive energy supply. 2017 was Year 1 of a 48-month contract between Hamilton and Constellation.

Community Energy Aggregation: The Town entered into an agreement with Good Energy on June 5, 2016 for energy management services associated with Community Energy Aggregation. Good Energy prepared and submitted an Energy Aggregation Plan to the Department of Public Utilities (DPU) on the Town's behalf and a public hearing was held in February, 2017. DPU formally issued an Order of Plan Approval in December, 2017. Good Energy is likely to go out to bid for electricity on Hamilton's behalf in summer, 2018 when favorable rates are expected.

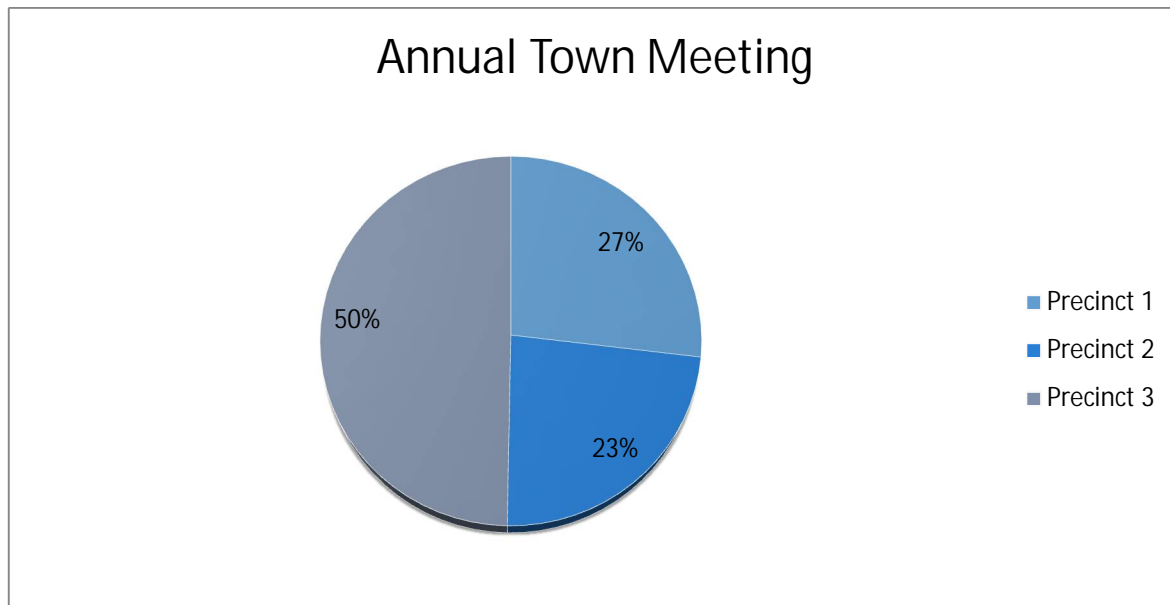
Respectfully Submitted,

Vitoria Masone, Energy Manager

ANNUAL TOWN MEETING MINUTES & ELECTION DOCUMENTATION

ANNUAL TOWN MEETING

APRIL 1, 2017



Appointed Tellers:

Left & Overflow	Jeffrey C. Melick	3 Tally Ho Drive
	Stephen A. Walsh	17 Hedding Ave
Front:	Jeffrey C. Melick	3 Tally Ho Drive
	Stephen A. Walsh	17 Hedding Ave
Center	Charles A. Chivakos	27 Village Lane
	William F. Sullivan	66 Woodbury Street
Right	Charles A. Chivakos	27 Village Lane
	William F. Sullivan	66 Woodbury Street

The Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Special Town Meeting at 9:04 A.M. with 171 voters checked and present.

Pledge of Allegiance

Annual Town Meeting (Continued)

The Moderator introduced Town officials: Town Clerk, Andrea Carlson; Assistant to the Selectmen, Anabella Batista; Town Counsel, Donna Brewer; Town Manager, Michael Lombardo; Board of Selectmen: Chairman, Scott Maddern; Bill Wilson; Allison Jenkins; Shawn Farrell; and Jeff Hubbard; Finance and Advisory Committee: Chairman, David Wanger; John Pruellage; Philip Stearns; Darcy Dale; and Nick Tensen as well as Finance Director, Marisa Batista. The Moderator acknowledged the checkers and tellers as well as the HWCAM crew.

Jennifer Scuteri read: "I have asked non-resident Town officials and those assisting the Selectmen or Finance Committee to be present here so they may be available to answer questions."

Jennifer Scuteri stated that she appointed Jeff Melick to be the Assistant Moderator, who will be in the overflow room. We have set up the cafeteria across the hall as overflow space. There is a closed circuit television set in the cafeteria. All other non-registered visitors must be seated in the visitors' area in the cafeteria.

Jennifer Scuteri read: "Another procedural note, we record these proceedings so as to have an accurate record of the meeting. Therefore, unless I recognize you by name, please use the microphones provided and give your name and address when you arise to address the moderator. People in the cafeteria desiring to speak to any article should make their way to the microphones in the auditorium."

According to Jennifer Scuteri, all registered votes have been given a distinctive voter ID card when checking into the meeting. Residents should not lose or destroy this card as they will need to show the card on any counted vote. If residents cannot show the card, their vote will not be counted.

Jennifer Scuteri recognized Shawn Farrell. Shawn Farrell introduced the rain barrel program and asked residents to go to the website. A single barrel can save 1,700 gallons of water per season. Mr. Farrell asked residents to order before May 15, 2017.

Jennifer Scuteri recognized Scott Maddern. Scott Maddern noted the death of Paul Ricker.

Board of Selectmen Report

Scott Maddern read:

"Hamilton is a great town. We have generous opens spaces, good schools, active recreation, and committed volunteers. We are in excellent financial condition. Our tax rate is stabilized after many years of increases. We have a clean audit and a AAA bond rating. Our demographics are shifting though, in ways that may not be obvious. While our total population hasn't changed much in the last decade nor is it expected to change much over the next few, we are having big changes. Seniors are now a quarter of our population and 1100 of us are between the ages of 60-69. Our school enrollment has declined more than 15% since 2004 and while overall it is expected to be relatively stable over the next ten years, Hamilton's share of students in the regional district is declining. Those are key considerations as we look forward.

To provide town services, our staff of 70 employees hasn't changed in years, but healthcare and retirement costs continue to rise precipitously. We spend less than our neighboring towns on all services except schools, where we take pride in high rankings and success rates. The Selectmen are always looking for cost savings. Our regionalized services of schools, recreation, and library are the best in the area and as a small town we need to look for more. One area we are starting to look at is regionalizing our fire service. There are two good reasons: 1) we have fewer and fewer fires. In fact, most responses by our Fire Department last year were for medical calls; and, 2) it continues to be harder to find "on call" firefighters. The cost of a full-time staff of 9 firefighters would be huge, more than a 10% increase in the town's staff. And again, during a time when the number of fires is declining. We have successes with our regionalized services to build upon, but it takes years to get them in place – 10 years for the Library – so we need to start looking at regionalized fire services now.

Town Survey

We conducted a town wide survey with double the responses since our last one in 2011. Along with reducing taxes, we heard the need for more rental housing for seniors as that population grows and wants

Annual Town Meeting (continued)

to stay in Town, but not maintain a home nor pay our high taxes. The survey showed much increased support for residential growth, cluster housing, cell towers, and more communications from Town Hall and an artificial turf field at the High School to reduce the excessive burden on our parks.

Senior Services

For our seniors, we continue strong outreach, 53% more than last year.

Public Safety

Our public safety departments provide excellent service. We are 1 of only 58 fully accredited police departments in the Commonwealth. There were no serious fires and as I said, overall calls for fires continue to decrease. Now, I'd like to ask Chief Russ Stevens to come forward (present citation, award as interim Town Manager).

Regional Services

As I said, our regionalized services are the best in the area:

Our school district continues to get high marks. You'll get a full report from Dr. Harvey a little later. Maybe some of you have heard, the School Committee has asked to modify our agreement on how money is apportioned between Hamilton and Wenham which is based upon a 3-year rolling average of students. Total enrollment is declining but faster in Hamilton than Wenham, so the bill is shifting faster to Wenham. The School Committee has a proposal but we need to talk about it with them and Wenham a lot more because it would have increased our costs \$500,000 per year. The Selectmen and FinCom have met multiple times going back a year on this topic and we believe that any change in apportionment needs a few things: 1) a look at the School Committee data and analysis; 2) potentially more stable apportionment mechanisms, like households; 3) more balanced representation on the School Committee – now, only one of the seven members is from Hamilton; and, 4) the value each town contributes with tax -free property: 85 acres in Hamilton and 7 acres in Wenham.

For recreation, the new pool – jointly funded with Wenham and the State via CPC funds - is set to open in this summer. Our Recreation Department saw a 20% increase in our overall program participation. And we received generous private donations for new baseball dugouts in Patton Park and for maintenance of Donovan Field.

The library continues to receive rave reviews with circulation and meeting rooms usage up again year over year.

Department of Public Works

In Public Works, our biggest change was to move to weekly trash pickups. The costs went up so we raised the rates for bags and created a large item program to be rolled out in 2017 – please, please recycle as much as you can since that keeps our overall costs down. The water treatment plant and wells continued to provide good quality and necessary volumes of water during last summer's drought.

We have a new DPW Director, Tim Olson. He comes to us from Rockport. Please give him a warm welcome.

I'd also like to introduce our new Finance Director and Town Accountant – Marisa Batista. Marisa started during the thick of budgeting season and got up to speed incredibly fast. She's had an immediate impact and the FinCom love working with her as does the Board of Selectmen.

Affordable Housing

After learning last year of a likely affordable housing project on Longmeadow Way for 108 units, we asked the developer, Harborlights Community Partners, to take a pause on that property. While the project is supported by many seniors and the Council on Aging, the 108-unit size isn't by other Town boards, including this one. The Town Manager assessed all town-owned land for affordable housing. Still under review, is the site behind the Senior Center and Public Safety buildings. Another site on Central Street was placed into conservation status. We now have three properties in a "basket" for review with Harborlights. The properties in "the basket" are: Longmeadow Way; 13 Essex Street;

Annual Town Meeting (continued)

and, Gordon Conwell Theological Seminary. We have host community partnerships with Habitat for Humanity

and Cape Build too. These partnerships are in place to help achieve our local community need - senior rental housing - as well as family affordable housing, and to do our best to block a hostile 40B project.

Open Space

Regarding open space, we made our most significant open space acquisition ever at Sagamore Hill, adding 170 acres in Hamilton as part of the largest open space project in Essex County.

Zoning Bylaws

As for bylaws, in 2015 our Town Meeting authorized money to revise those bylaws as well as create new bylaws. Last Fall the Planning Board presented the cleanup of the old bylaws. The Selectmen have provided priorities for new bylaws, as reflected in our popular survey including: cottage housing; cluster-style housing; controlling marijuana distribution; and, many more. After creating an effective anti-cell tower bylaw late last century and then suffering with poor coverage, we updated that bylaw in 2015. It's now being used for a new cell tower on Asbury Street and possibly one behind each of the Town Hall and the Public Safety Building.

In conclusion, thanks for your attention, attending town meetings and your generous volunteerism."

Finance and Advisory Committee Report.

Town Moderator recognized David Wanger, Chairman of the Finance and Advisory Committee.

David Wanger read:

"Good Morning. On behalf of the Finance and Advisory Committee (FinCom to those in the know), I welcome you to the 2017 ATM. FinCom is composed of five highly compensated volunteers having a statutory charge to make reports and recommendations regarding any/all municipal questions. We owe our fidelity to you, and through the Town Meeting to the Community. Our meetings are posted and the public is

invited to attend and make comment and share ideas. Our usual venue is the COA, which we appreciate.

We begin with the FY18 Budget (7/1/17-6/30/18), some significant aspects and a review of sources of revenue and objects of appropriations and expenditures.

This recommended General Fund Budget reflects a reduction of .8% compared to the FY17 Budget (excluding capital costs), A 2% increase including capital costs, but excluding school costs, and an overall increase of .3% including everything (see Appendix B to Warrant, third from the last page). Capital costs for FY18 as shown on the second to last page of Appendix B reflect equipment purchases (with some miscellaneous project costs), and constitute an almost 136% increase of FY17 Capital Budget. We have concluded that current funding of such one time objectives rather than borrowing is the more prudent, economic approach, and we attempted to carefully assess the operational need for each such expenditure.

Regarding waste, the Enterprise Funding approach, a self-funding by receipts from the sale of bags, etc. was never achieved, and the Waste Budget was subsidized to a large extent (85%+/- by transfers from the General Fund and that inadequacy has been exacerbated by the increased costs resulting from the demise of the prior hauler and the increased costs, (+5%) of contracting with the new vendor.

Warrant Article 5-1 would rescind the failed Waste Enterprise Fund. A recommended return to the reality of General Fund application (note however, that the FinCom has not given up the prospect of exploring alternative approaches to the issues regarding waste, almost a \$600,000 budget item for FY18).

Health insurance reflects a more modest increase than initially contemplated due to the initiative of our Town Manager coupled with the understanding and cooperation of our Town employees. An approach that should be recognized.

Other post-employment benefits are increased by \$25,000, to \$100,000, toward our previously determined goal of an annual contribution of \$125,000. Our estimated liability for these health and like

Annual Town Meeting (continued)

insurance for our retirees is approximately \$6 million to be accumulated over an approximate 30 year period. This subject has been addressed at prior Town Meetings.

The Veterans' benefits, reflecting almost a 40% increase for FY18 in terms of administration as well as operating costs, requires a review, not as to value or benefits, but rather in terms of finding ways to reduce administrative costs.

Compensation increases and related reserves reflect a reasonable approach.

How is the Budget formed? Please review the handouts and parallel slides regarding sources of revenue and objectives of appropriations and expenditures. These appear fairly clear in terms of the information supplied, and I would like to discuss the Budget making process.

At best an inexact exercise combining attention to experience, trends, and insights. Estimations of budgetary priorities by examining past expenditures, conferring with Department Managers, testing objectives by fairly rigorous discussions and assessments, estimation of non-property tax revenues again based upon experience and insights, and consideration of the net amount to be raised by property taxation, an aspect involving calculations of property valuations in addition to the nominal tax rate (as certified by the Massachusetts DOR, along with its free cash certification, both occurring in/around December, mid-way through each fiscal year). The BOS/FinCom direction at the start of the FY18 budget making process (late summer) was for a level services budget, to be achieved by coming as close as possible to level funding (compared to prior FY Budget). This was viewed as consistent with the Town survey results regarding satisfaction with and desire to maintain existing level municipal services, and the presume import of stability of/reduction of tax burden. We believe the recommended Budget comes reasonably close to those objectives.

I would next like to explore a municipal finance term of art, "Free Cash." Given the inherent need to make estimation of expenditures and revenues in the Municipal Budget making process, it is normal to

experience year end variances in appropriation versus expenditures/encumbrances, and in revenue estimations versus actual receipt. We today are considering a Budget to be effective at the July 1, 2017 commencement of FY18 and to remain in effect for the ensuing 12 months, ending June 30, 2018. Upon the end of that Fiscal/Budget year, we engage in a recapitulation of the concluded year, and if there has occurred less expenditures than estimates, and/or larger revenue receipt than estimated in formulating the budget, more than a year earlier, such positive variances in revenue and/or expenditures is considered as "free cash," which upon DOR certification in the December period, is available for appropriation. Since free cash amount vary year to year, we consider it unwise to spend such on reoccurring objectives, and unwise to use all available free cash for any purpose we seek a balance, using some for example to reduce the amount to be raised by taxation in a given year, thereby mitigating the tax rate for that year and retaining some portion as a reserve for contingencies and/or for future year use. Note, the tighter the Budget in terms of estimated revenues and expenditures, the less are the yearend variances resulting in free cash.

Please recall last October's STM where, based upon conclusions (in advance of DOR certification), that there were significant variances in FY16 Budget between actual amounts in revenue received and expenditures made compared to the prior estimates of revenue and expenditures we recommended use of an additional \$250,000 of free cash to mitigate the tax rate, resulting upon STM approval in the current tax rate of \$16.81 per thousand.

For FY18, we are recommending initial application of \$550,000 free cash to reduce the FY18 tax rate to an anticipated \$16.80, but that essentially is a placeholder for the later STM consideration of the availability of free cash upon the end of FY17 (June 30th). This is the DOR certification of the \$16.81 tax rate for FY 17 occurred in December 2016, midway through that FY and that rate will remain in effect for 12 months, the last half of FY17, ending June 30th, and the first half of FY18 until December of 2018 when DOR will consider and certify our application as to free cash amount and use of such to hopefully further reduce the FY18 tax rate, a rate

Annual Town Meeting (continued)

which then will be in effect for the ensuing 12 months, the last half of FY18, and the first half of FY19.

One known potential complication, the Fire Department has applied for a grant, \$213,000 for the necessary replacement of breathing apparatus scheduled for the latter part of calendar 2017, and the grant from the Commonwealth will be received; however, should that grant not come through, that amount will be funded by use of free cash, thereby reducing the amount of free cash available for tax rate mitigation.

In general, Hamilton's fiscal condition is solid. The last audit showed no systemic failings; reserves (free cash, FinCom, Stabilization Fund, funds being held regarding compensation), total \$2.8M+/-; Bond rating is AAA, with significant untapped borrowing capacity; and, within the constraints of proposition 2 and ½, we have significant room to raise taxes (not that we aim to do so, just a measure of prudent management and available resource).

No gloating here, there are foreseeable negative pressures (Town Hall renovations, infrastructure repair/replacement), and school costs pose incremental concerns.

While we do recommend adoption of the School District's proposed FY18 Budget, we have definite concerns as to where school related costs are trending.

The School Budget (Appendix C to the Warrant) amounts of 60% of Hamilton's proposed Budget for FY18 and Hamilton pays 65% of the net School Budget, \$17.4million for FY18.

For FY18, School expenditures are proposed to increase by more than 3%, but after application of the School Budget equivalent of free cash, their excess and deficiency account, the increase over FY17 to be funded by the two Towns is calculated at 1.3% pursuant to the term of the District Agreement's funding formula (based on respective student enrollment measures), Hamilton's FY18 assessment is reduced by .5% while Wenham's assessment is increased by 4.9%.

Some concerns: The School District does not raise money, it spends money raised by both Towns, and

notwithstanding some effort, School costs continue to go up as student enrollment continues to decline, and by demographic analysis, our total population increasingly is trending toward senior status.

Per pupil annual budget cost is close to \$16,000 (our 65% share equally \$10,400), assuming median single family house value of \$462,000, and applying the FY17 tax rate of \$16.81. The resulting annual tax bill of approximately \$7,766.22 produces less than three quarters of our share of the per pupil annual cost. This is not a sustainable equation. A concern exacerbated by this year's application of budgetary surplus to reduce the Towns' assessments, a surplus by no means guaranteed for future years if and when the budget tightens.

Our concerns also relate to the School District's capital forecast and other future costs. The latest 5 year capital cost forecast totals nearly \$19 million (over \$9 million with the turf fields). On top of that forecast is the District's OPEB exposure, estimated at \$25 million for the first time, the District's FY18 Budget proposes commencing funding of that liability, initially by \$50,000 allocation, ultimately reduced to \$40,000 upon the diversion of \$10,000 for playground improvement.

School properties now consume 86 acres with Hamilton, land value assessed at \$61 million having an annual tax potential (without calculating value of potential usages) of \$300,000, or 21 cents on the tax rate. Use of property for School purposes results in lost revenues. Revenues for such objectives as funding the School Budget.

We understand that educational mission is critical to the viability of our community but continued increase to the Budget cannot be sustained, and will actually encourage negative spiral in terms of the District's future. Increasing taxes and/or reducing Municipal services to fund increasing school costs foreseeably will discourage younger families from seeking to move to or to remain in the District, thereby pushing further the current decline in student enrollment.

There are proposals to amend the current dollar assessment formula in the District Agreement (to reassign costs between the Towns, but not to reduce

Annual Town Meeting (continued)

overall school related costs), and to make other changes in that governing document. Thus far, the School Committee has not been collaborative. Notwithstanding the School Committees' demonstrated attitude to date, we remain willing to engage in discussion on such agenda, but such subject do not necessarily include the cost reduction efforts, which we recommend be addressed by the School Committee. Town Meeting of course is the ultimate determiner as to the sufficiency of such efforts.

The remaining Town handouts and slides relate to the tax rate and valuation trends. The rate has gone down, from a FY14 high of \$17.40 to the current FY17 figure of \$16.81. A reduction of 3.5% (the current rate is .44 cents below last year's, a 2.5% reduction).

So, ask some, why hasn't my tax bill reflected the same declining trend? The answer in large measure is the incremental trend in valuations. The nominal tax rate being multiplied by the assessed value in thousands, to reach the total tax bill for a given fiscal year, and budget increases.

Information provided by a local realtor suggests that median home values are measured by sale prices increased by 12% between 2015 and 2016. A Boston Globe article related Statewide data reflecting valuation and resulting property tax burden increases, that trend clearly is mirrored in data maintained by our Assessors in Hamilton. We understand that tax rate reduction alone will not provide desired tax burden relief, and that there is little we can or should do to reduce the value of your homes.

Yet, by survey and anecdotal references, it is apparent that our community wishes to maintain present levels of public service, thus the questions as to further reduction in expenditures and as to raising revenue from non-tax sources, and FinCom is working on some initiatives in such regard.

Phil Stearns has undertaken rigorous past Budget analysis for future guidance.

Darcy Dale is working on a study of fees, fines, and interest assessment, "user fees" to ascertain where we might make recommendation for reasonable

adjustments. She also hopes to use her solar power knowledge and experience in fashioning a program for the Town.

We are pursuing the subject of shared services/shared costs, initially engaging with Wenham FinCom and potentially expanding to a broader regional audience. Our experience with the library and recreation suggest that such approaches should hold promise.

We hope to study various metrics and measures as between Municipalities of similar size and composition to assess where we might improve.

Another project, spearheaded by Nick Tensen and John Pruellage, relates to "PILOT" payments in lieu of taxes, seeding from tax exempt entities in our community voluntary payments in dollars or in kind.

Other communities have policies and active programs producing such income. In addition to good will and community spirit, the rationale relates to the fact that public services underwritten by our tax dollars (fire, police, public works, etc.) are provided to such tax exempt entities.

To illustrate, the Pingree Independent Secondary Schools owns property within Hamilton having assessed value in excess of \$14 million. If taxes were paid on such holdings, the current bill would be \$242,525, or approximately .17 cents on the tax rate. Pingree currently provides no payments. Gordon Seminary occupies property assessed at over \$50 million, producing close to \$845,000 if current tax rate were applied, or approximately .60 cents on the tax rate. The seminary has been providing a "gift" of declining annual value, with no current payment thus far. There is some history suggesting an understanding that in connection with its seeking permitting construction of family dormitories, the Seminary had agreed that children of those families would not attend District schools, but the current estimate is that approximately 40 children attend our schools at approximately \$16,000 per pupil. Such Gordon related school attendance costs \$640,000, \$416,000 reflecting Hamilton's 65% school budget share or .29 cents on our tax rate.

Annual Town Meeting (continued)

FinCom hopes to recommend adoption of an article at a subsequent Town Meeting reflecting a policy for voluntary PILOT or like payments pursuant to a fair dollar or in-kind measure for uniform application to currently exempt entities receiving publicly financed services. I began this report by noting our fidelity to the Town. We take that obligation seriously. Through our efforts, an omission on the Town's FY17 tax rate certification application to DOR endangering implementing of the STM vote to apply \$250,000 of free cash to reduce the tax rate was caught and rectified, moving the rate from the initially announced \$16.98 to the current \$16.81. We actively participated in the analysis of the FY16 budget excesses which permitted both the conclusion regarding the availability of that \$250,000 free cash amount and which has led to a modified approach to the process resulting in the FY18 Budget, which we recommend to you this morning. From December onward with the appearance of our new Finance Direct, Ms. Marisa Batista, FinCom gradually gained access to budgetary data theretofore unavailable, and FinCom also was afforded the opportunity to interact with Department Heads at the start of the Budget making process, and we gained a much clearer understanding of revenue opportunities and expenditure needs.

Please do not interpret the foregoing as suggesting any degree of primacy to FinCom. We are but a part of the grouping of persons serving your interest, we are impressed by the energy, abilities, and commitment of Department Heads with whom we interacted in the Budget making process. In like measure, we want to acknowledge the BOS for its leadership, Town Manager, Michael Lombardo for his skills, Chief Russ Stevens for his multi-disciplined involvement, and Marisa, our Finance Director, whose skills, abilities, and demeanor give us hope for continued fiscal health and progress.

I close with some please for introspection: Our form of governance is based on citizen participation. Please do so (A beginning may be picking up litter) and let us find the will and means to come together regarding the realities of affordable housing, foregoing recriminations directed toward those in our community attempting to make positive contributions, toward finding answers, and forging consensus through tempered dialogue,

dispute resolution process, or other means. All in avoidance of dispute engendered by self-interest ultimate exposing our community to compelled, undesirable result.

Thank you."

Town Moderator asked Mike Harvey, Superintendent of Schools, to save his report to the discussion under Article 2-3.

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

ARTICLE 2017/4 1-1

Town Moderator read: "To elect the following Town and School District Officers at the annual Town Election on Thursday, April 6, 2017 from 7:00 a.m. to 8:00 p.m. at the Hamilton Wenham Recreation Gymnasium.

- i Town Moderator for one year.
- i One member of the Board of Selectmen for three years.
- i Town Clerk for three years.
- i Assessor for three years.
- i One member of the Planning Board of three years.
- i One member of the Planning Board to fill unexpired term for three years.
- i One member of the Planning Board to fill unexpired term for two years.
- i One member of the Hamilton Housing Authority for five years.
- i One member of the Hamilton Wenham Public Library Trustee for three years.
- i Two members of the Hamilton Wenham Regional School Committee for three years.
- i Two members of the Hamilton Wenham Regional School Committee to fill an unexpired term for one year.

Annual Town Meeting (continued)

Moderator read: "To vote on Article 1-1 is by ballot on Thursday, April 6, 2017 at the Hamilton-Wenham Recreation Gymnasium. The polls will open at 7:00 a.m. and close at 8:00 p.m.

ARTICLE 2017/4 1-2 Reports

Town Moderator read: "To hear report of Town Officers and selected committees and to take action thereon or relative thereto. Reports will appear in the Town Report for Calendar Year 2016. Town Moderator recognized Scott Maddern."

Scott Maddern made motion that the reports of Town Officers and Committees be received and placed on file.

Seconded.

Vote: Motion carries.

ARTICLE 2017/4 1-3 Consent Motion

Town Moderator read: "To see if the Town will consolidate in one consent motion containing the motions for those articles that, in the opinion of the Moderator, are not controversial and can be passed without debate, or take any other action thereon or relative thereto."

Town Moderator read: "I will now read the list of articles to be taken up and vote on as one motion. Shout out Hold as the list is read. Any article motion for which there is an accepted Hold will be deleted from the Consent Motion and taken up and considered according to its place on the Warrant.

Motion numbers:

- 2-2 Compensation/Classification Table
- 2-4 Water Enterprise Budget
- 2-5 Annual Financial Actions
- 2-9 OPEB Trust Fund
- 2-10 Application of Bond Premium
- 5-2 Senior Tax Work-Off Program"

Town Moderator recognized Scott Maddern.

Motion by Scott Maddern who said: "I move that the numbered Motions as set forth in Proposed Consent Motions List for this 2017 Annual Town Meeting, a copy of which has been delivered to the Town Clerk to be filed with the minutes of this meeting with copies made available to voters in attendance, be approve by one vote, each motion to be deemed a separate action under the Warrant Article having the same corresponding number."

Seconded.

Vote: Motion carries.

SECTION 2: FINANCIAL ACTIONS

ARTICLE 2017/4-2-1 Prior Year Bills

The Moderator read: "To see if the Town will authorize payment from available funds a sum of money to pay FY18 expenses incurred in prior years, or take any other action thereon or relative thereto. (Expected request is \$168.79). Town Moderator noted the motion required a 4/5 vote and if not unanimous a vote will need to be counted." Town Moderator recognized David Wanger.

Motion moved by David Wanger who said: "I move that the Town appropriate \$168.79 to pay in FY18 expenses incurred in prior years."

Seconded

Vote: Motion carries. Town Moderator declared a unanimous vote.

ARTICLE 2017/4 2-2 Compensation/Classification Table

This article passed with the Consent Motion To see if the Town will amend the Personnel By-law by adopting changes to the classification and compensation table, or take any other action thereon, or relative thereto.

Annual Town Meeting (continued)

ARTICLE 2017/4 2-3 General Town Departmental Appropriations.

Town Moderator read: "To see if the Town will raise and appropriate money for schools and all other Town expenses and determine the manner of expending same, or take any action thereon or relative thereto. The proposed Budget appears in Appendix B and Appendix C for the Schools."

Town Moderator recognized Mike Harvey, Superintendent of Schools to do a report on the School District budget and then read the departmental appropriations.

Mike Harvey reported that the \$1,237,092 was a level service budget that increased 4.10% of which \$339,057 or 1.3% was assessed to Hamilton. The Master Plan was still being followed and a design team was being selected to re-do the libraries. Salaries experienced a 2.5% COLA and steps as well as a decrease 4 FTE resulted in a decrease of \$225,000. There was a decrease of \$187,000 due to employees retiring. There was assumption that grants would be level funded this year. Regarding operational expenses, there were no new programs but out of district costs increased 35% or \$717,000. There was a 15.5% or \$65,000 increase in transportation for out of district students. Pensions were up 5.4% or \$45,000 and health costs increased 5.9% or \$137,000. OPEB costs were included at \$40,000. Excess and Deficiency account was being used at \$550,000 to reduce the assessments to the budget. Capital projects were \$327,500. There was an operating increase of 4.1% this year with a total increase of \$339,000 for the year with Hamilton's assessment decreasing \$93,000 and Wenham's increasing \$432,000 due to change in population. Currently a three year rolling average was used with 65.4% from Hamilton and 34.6% from Wenham. The number of students overall was decreasing, but the shift had moved to Wenham with an increase of \$914,000 to Wenham's assessment based on enrollment. The School Committee was looking at ways to avoid the shift of responsibility.

According to Mike Harvey, the Five Year Capital Plan included facilities and grounds, technology, food service, athletics master plan. The School Budget from

FY13-18 increased at a rate of 8.7% in aggregate which totaled a 1.7% increase per year. Per pupil expenditures from FY10 to 18 showed an average increase of 2%. The enrollment decreased 121 students a 1.3% decrease. A five year average in staff reduction was an average of a 1.1% decrease in staff. Excess and Deficiency between FY13 to FY 18 each returned 4.5M to the Town.

The Moderator read: "I will now read each appropriation and for any item a voter would like to discuss separately, please shout out HOLD.

\$1,992,754 for General Town Government

\$2,757,864 for Public Safety

\$16,776,063 for Hamilton Wenham Regional School District

\$205,594 for Essex North Shore Agricultural and Technical School District

\$1,762,205 for Department of Public Works

\$299,208 for Health and Human Resources

\$757,290 for Library

\$117,928 for Recreation

\$2,968,525 for Unclassified, which was held by Virginia Cookson.

\$1,633,539 for Total Debt – Principal and Interest.

Totaling \$29,270,970.00.

Town Moderator recognized Phil Stearns.

Motion made by Phil Stearns who said: "I move the Town raise and appropriate the sums read by the Moderator for schools and all other Town expenses which are set forth in the 2018 Fiscal Year Budget in Appendix B of the 2017 Appendix book and appendix C of the 2017 Appendix Book with the one exception being held."

Seconded.

Annual Town Meeting (continued)

Mr. Stearns explained the FinCom had been an integral part of the Budget process and level services meant the spending increased. The FinCom had met with Department Heads for an open process under the cooperation of the Town Manager.

Annette Fallon (Goodhue Street) ask if the Town had a written policy for free cash compared to the annual budget. Ms. Fallon noted that in FY17 the Town underspent and wondered how that affected the FY18 budget.

Town Moderator recognized Michael Lombardo. Michael Lombardo responded that there was a 5% limit, which had never been officially adopted. Mr. Lombardo noted that in FY17, there was a half of a year without a Finance Director or Director of Department of Public Works. There would be 6.5% left in free cash after the proposed free cash was used. Mr. Lombardo added that due to the limited budget for the next few years, there would be less free cash. Annette Fallon wanted to know the percentage increase of between expected actual FY17 and proposed FY18 budget. Town Moderator recognized Marisa Batista. Ms. Batista noted the vacancies in the two departments and did not expect to see significant turn backs from FY17, which were a concern for FY16. Michael Lombardo noted some DPW projects were not completed.

Vote: Motion carries.

Phil Stearns said: "I move the Town raise and appropriate \$2,968,525 for unclassified."

Seconded.

Virginia Cookson (318 Forest St.) questioned unclassified spending in Appendix B. Town Moderator recognized Michael Lombardo.

Michael Lombardo responded that the fund was for salary reserve, the Wage and Salary Classification study, some contracts to be determined, including capital spending of \$551,000 for a dump truck, heavy equipment, and the engineering for the Federally funded mandated stormwater management plan (over \$100,000). Public celebrations for retirements and flowers were included. Debt service was not included.

State assessments, retirement, unemployment, health and life insurance, property insurance, transfers for OPEB and transfer for other agencies.

Vote: Motion carries.

ARTICLE 2017//4 2-4 Water Enterprise Fund.

Town Moderator noted that the article had already been passed as part of the consent agenda, but Michael Lombardo asked to speak to the topic. Mr. Lombardo explained that at a previous Town Meeting, the residents approved \$10M in bonds issued for the water mains. The Town had expended \$6M to date. There were \$2.8M in projects to be completed this summer. At Fall Town Meeting, there would likely be a request for work on the water plant and possibly storage rather than working on the water mains. According to Mr. Lombardo the water plant was struggling.

This article passed with the Consent Motion To see if the Town will approve the FY 18 Water Enterprise Budget or take any action thereon, or relative thereto. (Expected request is \$1,876,071.00)

ARTICLE 2017/4 2-5 Annual Financial Actions

This article passed with the Consent Motion To see if the Town will authorize the following financial actions, or take any action thereon, or relative thereto.

To transfer a sum of money from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes (Expected request \$2,000);

To transfer a sum of money from the Clark Property Fund to the Conservation Fund (Expected request \$218.00);

To transfer a sum of money from the Water Enterprise Fund to the General Fund to be used for indirect expenses (Expected request \$386,157.00);

ARTICLE 2017/4 2-6 Community Preservation Fund Projects

Town Moderator read: " To see if the Town will act on the Report of the Community Preservation Committee

Annual Town Meeting (continued)

on the Fiscal Year 2018 Community Preservation Budget and specified other projects and appropriate or reserve for later appropriation monies from community preservation fund annual revenues, specific reserves or other available funds for the administrative expense of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, or take any actions thereon or relative thereto.”

Town Moderator read: “Please turn to Appendix E. I will now read the recommendations of the Community Preservation Committee. Shout out a HOLD for any item which you would like separate discussion. The proposed financial actions are as follows:

\$25,000 for Pingree Park playground,

\$25,000 for the Buker School playground, conditioned on a financial contribution from the Hamilton Wenham Regional School District,

\$43,600 for Donovan field debt service,

\$135,000 for debt service for Sagamore Hill,

\$46,973 going to the Historic Preservation Reserve.

\$400,000 for the Affordable Housing Trust, which was held by Doug Trees (557 Bay Road), \$89,075 for Hamilton Housing Authority roof repair at Lamson Crossing.

\$60,000 for 270 Asbury St. Affordable Housing, which was held by Jack Lawrence (Rock Maple Rd.)

\$23,486 for administration for membership fees and salary of coordinator.”

Town Moderator recognized Tom Catalano who stated: “I move that the Town appropriate or reserve for future appropriation monies from community preservation fund annual revenues, specific reserves or other available funds for the administrative expense of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expense for the year as read and corrected by

the moderator, excepting those items held, with each item to be considered a separate appropriation and further that the Town authorize the Board of Selectmen to execute agreements, on terms acceptable to the Board, to the extent necessary to effectuate the public benefits of such projects.”

Seconded.

Tom Catalano explained the projects and their levels of funding as well as years of debt service (three on Sagamore Hill) and that there was 10% put aside for each category. There would be money set aside for historic preservation reserve as none was spent. CPA authorized to spend 5% on administration and fees to the Coalition.

Vote: Motion carries.

Tom Catalano moved that the Town appropriate \$400,000 from the Community Preservation Fund balance to the Affordable Housing Trust.

Seconded.

Mr. Catalano explained that the Town was under pressure to meet the housing production plan. Given the Affordable Housing Trust funding would eliminate the need to come to Town Meeting and would also provide for local preference.

Peter Britton (Highland St.) said the Affordable Housing Trust were trustees under the Board of Selectmen to be nimble in the implementation of affordable housing. 10% was required by the State and the Town was at 2%. Mr. Britton said \$200,000 per development would be enough to ensure local preference or would be used to subsidize an expensive development in the downtown area.

Doug Trees (557 Bay Road) suggested the Town consider using Town-owned land and that the Town vote no. Dave Thompson (103 Essex St.) agreed with Mr. Trees and the request was immature. Kate Walker (Ortins Rd.) stated the Longmeadow project was too large and requested Town Meeting take a continuation of Town Meeting action one year ago with the direct objective that funds not be used for Longmeadow without Town Meeting vote.

Annual Town Meeting (continued)

Kate Walker moved that the Town appropriate \$400,000 from the Community Preservation Fund Balance to the Affordable Housing Trust provided however that these funds shall not be used for the Miles River (also known as the Longmeadow) project unless approved at a future Town Meeting.

Seconded.

Scott Maddern announced that every neighborhood did not want affordable housing in their backyard. The Town had asked Harborlight to wait one year. The State did not allow a Town to just say no. Mr. Maddern referred to the Host Community Agreement and noted that all three sites were appropriate for housing. Marc Johnson thought it was a bad idea to carve out one property.

Jack Lawrence (Rock Maple Rd.) recalled that the Affordable Housing Trust was trying to create smaller projects scattered around town and thought the \$400,000 should be supported. Rick Mitchell (36 Rock Maple Rd.) said the article was about taking control and that the money would allow the Affordable Housing Trust to move forward with flexibility. David Wanger (Boardman Lane) spoke about the communal approach. Kate Walker noted the large project had been rejected by the Board of Selectmen and the Affordable Housing Trust already and combined with Harborlight's mission statement would be a bad match for the community. Peter Britton responded that, according to Harborlight, \$200,000 per project would allow for local preference.

Vote on the Amended Motion: Motion does not carry.

Mitch Goldfeld (38 Porter Lane) wondered about the checks and balances that would be removed if money was awarded outside of Town Meeting approval for special projects. Mr. Britton responded that the Board of Selectmen oversaw financial actions of the Affordable Housing Trust. Doug Trees objected to having the Affordable Housing Trust with control versus Town Meeting as it would lack public input to the problem.

Donna Brewer referred to Chapter 32 Section 9, which outlined the controls of the Affordable Housing Trust. Heidi Clark (38 Porter Lane) discussed the potential site

near her home and offered concern that citizen participation would be removed and urged residents to not support the article.

Vote on the main motion: Motion carries.

Town Moderator recognized Tom Catalano.

Tom Catalano made motion that the Town appropriate \$60,000 for Habitat for Humanity North Shore from the CPC fund balances for the construction of two affordable housing units at 270 Asbury St. conditioned upon the construction by commencement of construction by June 2019 and that the CPC voted six in favor, none opposed for this project.

Second.

Jack Lawrence (Rock Maple Rd.) wanted clarification why more funds were needed in combination with the \$250,000 already approved if high school labor was used. Tom Catalano stated the fund was not enough to create two housing units.

Vote: Motion carries.

ARTICLE 2017/4 2-7 Annual Authorization of Revolving funds

Town Moderator read: "To see if the Town, pursuant to M.G.L. C. 44 section 53E1/2, will authorize or reauthorize revolving funds for certain town departments for the fiscal year beginning July 1, 2017 or take any action thereon, or relative thereto."

Motion made by John Pruellage who stated: "I move that the Town pursuant to M.G.L. c. 44 section 53E1/2, reauthorize the Recreation and Park Revolving Fund with an FY18 spending limit of \$251,623, reauthorize the Pool Revolving Fund with an FY18 spending limit of \$150,000, reauthorize the Council on Aging Revolving Fund with an FY18 spending limit of \$20,000, and authorize the Emergency Dispensing Services & Clinic Revolving Fund with an FY 18 spending limit of \$12,000 with specified programs for expenditures, receipts to be credited, department and officials authorized to expend and disposition of fund balance to be as set forth in Appendix F to the 2017 Appendix Book."

Annual Town Meeting (continued)

Seconded.

John Pruellage noted that these were spending limits.

Vote: Motion carries.

ARTICLE 2017/4 2-8 Hamilton Development Corporation

The Moderator read: "To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Hamilton Development Corporation to take any action thereon or relative thereto." Town Moderator recognized Brian Stein.

Brian Stein moved that the Town raise and appropriate \$65,000 to the Hamilton Development Corporation.

Seconded.

Brian Stein explained the Hamilton Development Corporation was a non-profit to support economic development. Mr. Stein described the recent RFP for Willow St., the writing of Zoning By-laws, benches, flower pots downtown, design guidelines, and the merchant group initiatives.

Robert Borsetti (746 Bay Road) stated there was no control with what the Corporation did with their money. While the current septic system would not support 20 units, a potential might, according to Brian Stein, who added that the meals' tax funded the Hamilton Development Corporation. Bill Bowler (Essex St.) responded that the meals' tax was to go to downtown improvements via the General Fund.

Vote: Motion carries.

ARTICLE 2017/4 2-9 OPEB Trust Fund

This article passed with the Consent Motion To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Other Post Employment Benefits Liability Trust Fund to reduce the unfunded liability of health care and other post employment benefits to meet the normal cost of all such future benefits for which the Town is obligated, or

take any action thereon or relative thereto. (Expected request is \$100,000)

ARTICLE 2017/4 2-10 Application of Bond Premium

This article passed with the Consent Motion To see if the Town will supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with G.L. c. 44, § 20, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any action thereon or relative thereto.

SECTION 3: PLANNING/ZONING ACTIONS

ARTICLE 2017/4 3-1 Marijuana Moratorium

Town Moderator read: "To see if the Town will amend the Zoning By-law to impose a temporary moratorium on the sale and distribution of recreational marijuana, or take any action thereon or relative thereto." Town Moderator recognized Allison Jenkins.

Allison Jenkins moved that the Town amend the Zoning By-law to impose a temporary moratorium on the sale and distribution of recreational marijuana, by adopting the language set forth in Appendix G of the 2017, Appendix Book.

Town Moderator noted that the vote required a 2/3rds majority.

Seconded

Vote: Motion carries. Town Moderator declared a 2/3rds vote.

Annual Town Meeting (continued)

SECTION 4: TOWN BY-LAW AMENDMENTS

ARTICLE 2017/4 4-1 Department Revolving Fund By-law

John Pruellage moved that the Town amend the Town By-laws by adding a new Chapter, Ch. XXXIV "Departmental Revolving Funds" to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under G.L.C 44 section 53E ½, adopting the language set forth in Appendix H. of the 2017 Appendix Book.

Seconded.

Mr. Pruellage noted the Municipal Modernization Act authorized funds but would set limits on the funds.

Vote: Motion carries.

ARTICLE 2017/4 4-2 Employment of Outside Consultants

Town Moderator recognized Bill Wilson.

Bill Wilson moved that the Town amend the Town By-laws by amending Chapter VIII, "Town Contracts" to provide for a new Section 5, Employment of Outside consultant to read as follows:

"Any town permit or license granting officer or board may promulgate rules for imposition of reasonable fees for the employment of outside consultants. The fees shall be deposited in a special account consistent with the requirement of G.L. C. 44, Section 53G. The rules shall include at a minimum the requirements set forth in G.L. C. 44 section 53G."

Seconded.

Donna Brewer explained the article was in response to the Municipal Modernization Act, which allowed Boards and Committees to have applicants pay for consultants.

Vote: Motion carries.

SECTION 5 OTHER APPROPRIATIONS AND ACTIONS

ARTICLE 2017/4 5-1 Rescind Waste Reduction Enterprise Fund

Town Moderator recognized John Pruellage.

John Pruellage moved that the Town rescind the Waste Reduction Enterprise Fund.

Seconded.

John Pruellage explained that the fund did not act as an enterprise fund because the expenses were greater than the revenues. The current fund was funded 90% by the General Fund and 10% from the actual revenue. Mr. Pruellage added that the FinCom wished to have an Enterprise fund that rewarded those that recycled versus generated waste.

Vote: Motion carries.

ARTICLE 2017/4 5-2 Senior Tax Work-Off Program

This article passed with the Consent Motion To see if the Town will increase from \$1000.00 to \$1500.00 the maximum Real Estate Abatements authorized under G.L. c. 59, § 5K for certain qualified persons to provide volunteer services in the Senior Property Tax Work-off Program, and further to limit the number of taxpayers participating in the program in any fiscal year to 10 with the total Program abatement amount not to exceed \$15,000.00, or take any action thereon or relative thereto.

ARTICLE 2017/4 5-3 Citizens' Petition for the Ground Lease at 650 Asbury St.

Town Moderator recognized Peter Britton.

Peter Britton read: "To see if the Town will authorize the Board of Selectmen to enter into a ground lease of up to four (4.0) acres of town-owned land at 650 Asbury

Annual Town Meeting (continued)

St. to Harborlight Community Partners, Inc., or its designated affiliated entity, for a term not to exceed fifty (50) years for the purpose of developing and operating veteran and family affordable housing thereon.”

Peter Britton moved that the Town take no action on the article.

Seconded.

Peter Britton said the Board of Selectmen had the authority to enter into a 50 year agreement, the existence of a third host agreement partner made the motion defective, and the Affordable Housing Trust would discuss the property further.

Vote: Motion carries.

ARTICLE 2017/4 5-4 Citizens’ Petition Trail Head Mini-Park.

Town Moderator read: “To see if the Town will authorize improvements to an upland portion of Town land located east of the Bridge Street culvert over the Miles River, to create a trail-head mini-park for the existing 2+mile walking/jogging trail located between Bridge Street and the Miles River, such mini-park to have direct access from Bridge Street and not exceed 8,000 square feet, or to take any action relating thereto.”

Town Moderator recognized Scott Maddern.

Scott Maddern moved to take no action on the article.

Seconded.

Scott Maddern announced the property in question was private and the Mr. Clark would speak with the landowner.

Vote: Motion carries.

ARTICLE 2017/ 4 5-5 Citizens’ Petition Study Committee Longmeadow Way.

Town Moderator recognized Bill Shields (721 Bay Road).

Bill Shields made motion that the Town request the Selectmen to appoint a joint committee with the Selectmen of the Town of Wenham to study the acquisition by purchase, eminent domain, or otherwise of all or a portion of parcels of land in Hamilton designated Lots A,B, C, and D as shown on a Plan of Land entitled Plan of Longmeadow Way dated October 15, 1980 and recorded in Essex Registry of Deeds at Plan Book 161, Plan 31 for school, recreational, and/or other municipal use and to report findings, recommendations, and proposed action, if any, to the 2018 Annual Town Meeting or such earlier Town Meeting as may be called to consider the issue said committee to consist of a Selectmen from each member Town, a member of the Hamilton Wenham Joint Recreation Board, a member of the Hamilton Wenham Regional School Committee, and one or more residents from each member town, or such other membership structure and membership as the Selectmen from both towns shall mutually agree; action under this article does not call for any appropriation funds.

Seconded

William Shields showed slides of the site and said it could be used for athletic or school purposes. Mr. Shields noted that the Board of Selectmen, the Joint Recreation Board and the School Committee were in support. Carolyn Sabos (Ortins Rd.) spoke in favor.

Richard Boroff (Moynihan Road) made motion to amend the main motion with the additional language added stating that: “providing that it is determined that the property should be acquired that such acquisition price will not exceed the Town of Hamilton’s accessed value of such property as of April 1, 2017.

Seconded.

Mr. Boroff said all three properties were assessed at \$2.3M market value and the \$4M asking price was in great excess, which was offered by Harborlight. Bill Shields had a point of order as Wenham would be approving the same article that day. Town Moderator clarified that the later time of the Wenham meeting would allow for amendments. Jackie Hodge (Cutler Road) spoke in favor of the study.

Vote on motion to amend: Motion does not carry.

Annual Town Meeting (continued)

Jenny Beauregard (50 Hamilton Ave.) asked if the study would forestall the 40B process to which Donna Brewer responded that it would not. Ms. Beauregard wondered about acquisition of a part of whole of the parcel via eminent domain, to which Ms. Brewer said the Town could consider eminent domain, which would require Town Meeting action. Brad Haley (80 Bridge St.) asked how Harborlight felt about the study. Marc Johnson responded that Harborlight had expressed an interest of working with the Town if there was community or municipal use of the property. Bill Shields said Harborlight supported the article. John Serifini (601 Bay Road) supported the article due to the uniqueness of the property due to its proximity to the school. Mr. Serifini recalled when the Town did not buy land next to the Winthrop School. David Wanger announced that the FinCom did not have a recommendation on the article, but was concerned that it would be protecting one neighborhood from affordable housing.

Vote: motion carries.

ARTICLE 2017/4 5-6 Citizens' Petition Patton Homestead Special Fund

Town Moderator recognized Marc Johnson.

Motion by Marc Johnson that the Town authorize the Board of Selectmen to petition the legislature to establish a special fund to hold all revenues generated from or with respect to the Patton Homestead property, such revenue to be used exclusively for managing, operating, or making capital improvements at the Patton Homestead property, and provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objective of the petition.

Seconded

Carin Kale noted the gift was to benefit the residents of the Town and not be a financial burden. The sale of a portion of the property gave \$500,000 to the Town and \$500,000 to the Homestead. The property now generated \$145,000 in tax revenue. Ms. Kale noted the property should be self-sustaining in one to two years.

In response to Doug Trees' question as to the development of the property, Marc Johnson responded that the establishment of a fund to track revenue and expenses was being presented. Jackie Hodge (Cutler Road) thought the property would be easily self-sufficient. Robert Weiner (Orchard Road) spoke in favor.

Vote: Motion carries.

SECTION 6: CLOSING FINANCIAL ACTIONS

ARTICLE 2017/4 6-1 Free Cash Application

Town Moderator recognized David Wanger.

David Wanger moved that the Town reserve, appropriate, and authorize the Assessors to use \$550,000 of available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2017.

Seconded.

David Wanger said it was a placeholder that would be revisited in the fall.

Vote: Motion carries.

ADJOURNMENT

The Moderator announced that the Special Town Meeting was dissolved at 12:19 pm.

A TRUE COPY: ATTEST:

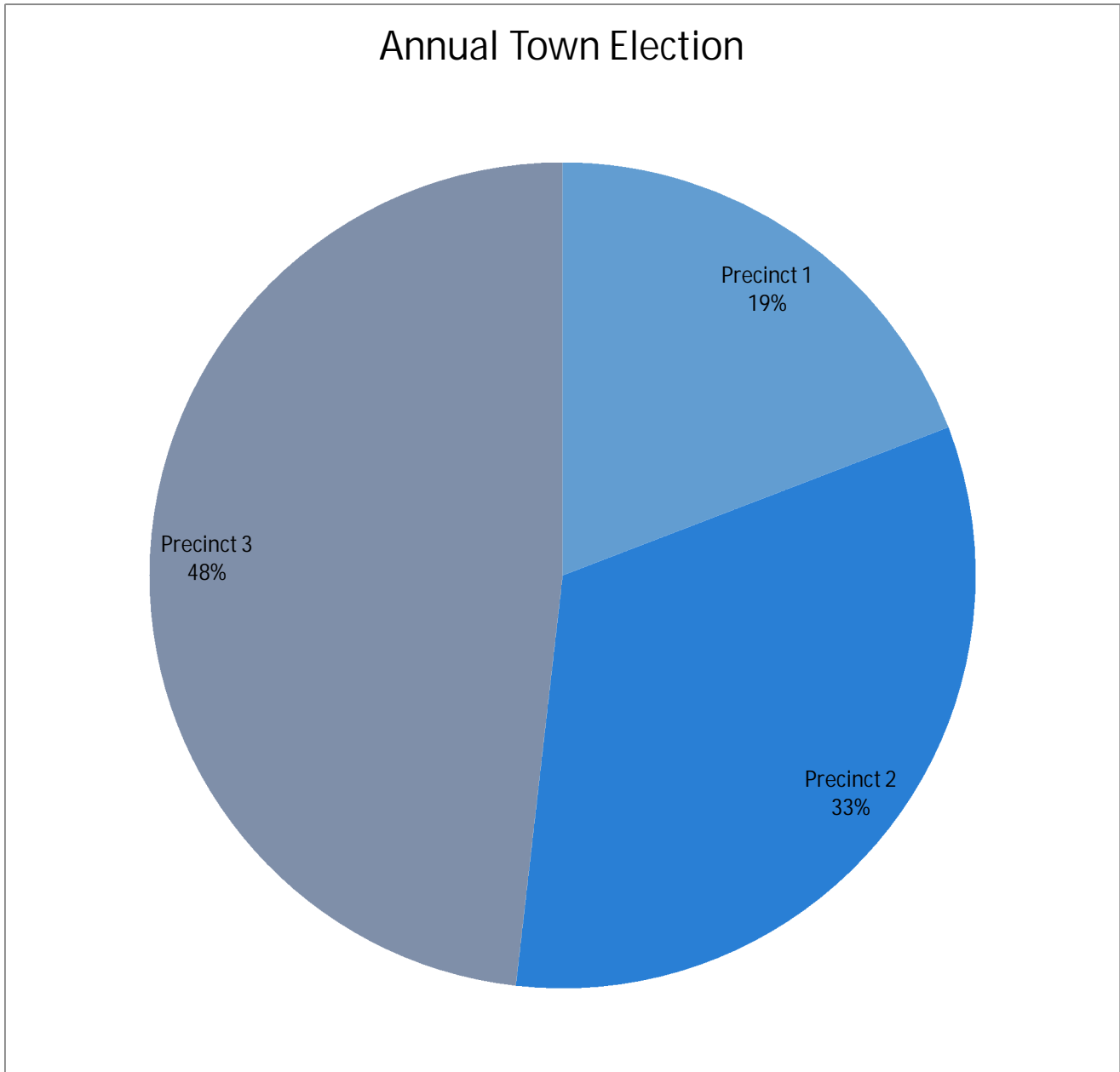
Andrea J. Carlson, Town Clerk

ANNUAL TOWN ELECTION

April 6, 2017

REGISTERED VOTERS - 5 990

10 %



ANNUAL TOWN ELECTION

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Totals
Selectman 3 years				
Vote for ONE 3 years				
Blanks	61	47	54	162
Jeffrey Miles Hubbard **	199	105	129	433
Write-ins	6	5	2	13
				608
Moderator 1 year				
Vote for ONE 1 year				
Blanks	59	39	50	148
Jeffrey C. Melick	204	118	130	452
Write-ins	3	0	5	8
				608
Town Clerk 3 years				
Vote for ONE 3 years				
Blanks	36	23	42	101
Andrea J. Carlson **	230	134	143	507
Write-ins	0	0	0	0
				608
Board of Assessors 3 years				
Vote for ONE 3 years				
Blanks	58	38	54	150
Peter J Kane **	208	119	130	457
Write-ins	0	0	1	1
				608
Planning Board 3 years				
Vote for ONE 3 years				
Blanks	9	7	8	24
Peter B. Clark **	126	82	101	309
Janel Marie Curry	130	68	74	272
Write-ins	1	0	2	3
				608
Planning Board 3 years- Vote for ONE 3 years				
Blanks	16	10	18	44
William R. Dery **	109	71	89	269
Richard L. Boroff **	138	74	76	288
Write-ins	3	2	2	7
				608
Planning Board 2 years				
Vote for ONE 2 years				
Blanks	70	42	59	171
William A. Olson **	191	115	120	426
Write-ins	5	0	6	11
				608

**Candidates to fill unexpired term

ANNUAL TOWN ELECTION

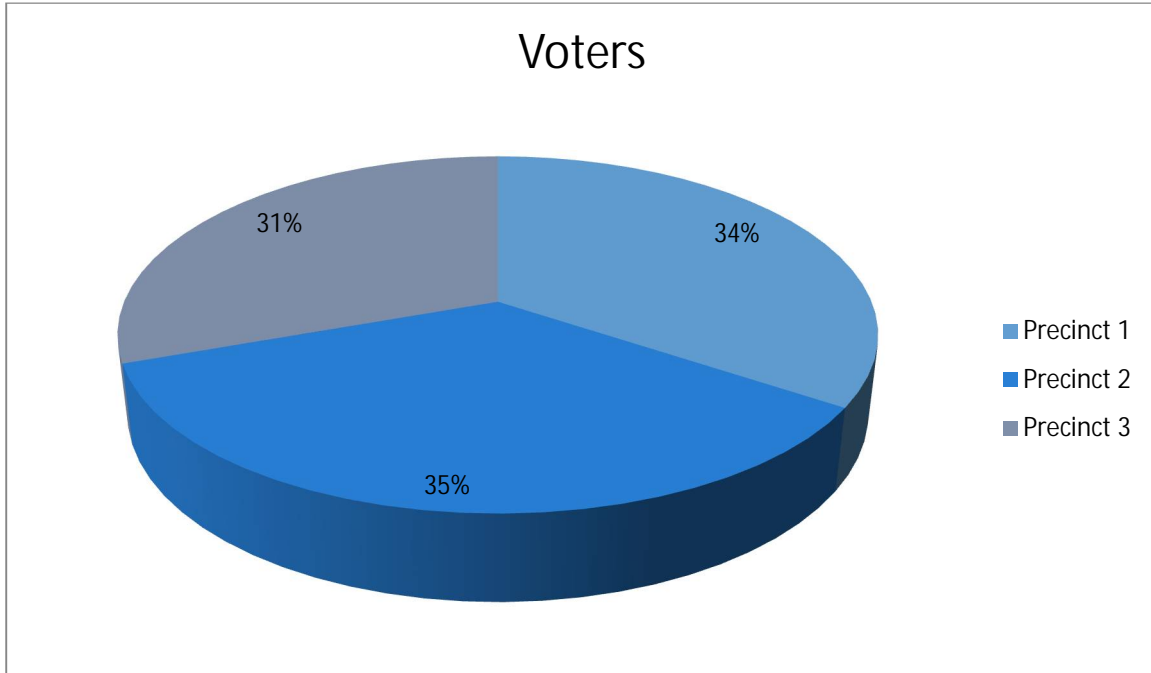
Candidate Name	Prec. 1	Prec. 2	Prec. 3	TOTALS
Housing Authority 5 years				
Vote for ONE 5 years				
Blanks	55	33	54	142
Michelle F. Horgan	210	124	130	464
Write-ins	1	0	1	2
				608
H-W Library Trustee 3years				
Vote for ONE 3 years				
Blanks	43	25	47	115
Dolores M. Boghdan	223	132	137	492
Write-ins	0	0	1	1
				608
H-W Regional School Committee				
Vote for TWO 3 years				
Blanks	168	95	134	397
Kerry J. Gertz	176	112	116	404
Gene K. Lee	186	107	119	412
Write-ins	2	0	1	3
				1216
H-W Regional School Committee				
Vote for Two 1 year				
Blanks	159	77	124	360
Stacey L. Metternick **/**	150	95	88	333
Joshua Liebow **	101	65	79	245
Robert D. Weiner **	120	77	78	275
Write-ins	2	0	1	3
				1216
H-W Regional School Committee				
	Hamilton	Wenham	Total	
Vote for TWO 3 years				
Blanks	397	163	560	
Kerry J. Gertz	404	196	600	
Gene K. Lee	412	192	604	
Write-ins	3	1	4	
H-W Regional School Committee				
Vote for Two 1 year				
Blanks	360	144	504	
Stacey L. Metternick **/**	333	190	523	
Joshua Liebow **	245	126	371	
Robert D. Weiner **	275	89	364	
Write-ins	3	3	6	
** Candidates for Re-election				
				4/6/2017

SPECIAL TOWN MEETING

November 4, 2017

REGISTERED VOTERS - 5 990

10 %



At the close of registration on October 25, 2017 there were 5968 registered voters.

The Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Special Town Meeting at 9:07 A.M. with voters checked and present. Three tellers had been properly sworn, Heather Ford, Marc Johnson and Bill Bowler. There was an overflow room in the back and Jeff Melick said he appointed Alex Dale to serve as Special Town Meeting counter back there.

Pledge of Allegiance

The Moderator said he had four general reminders: Orange voter cards would be raised to vote; cell phones should be placed on silent and if a residents needed to make or take a call, they should leave the room; non-voters would sit in the visitors area; and registered votes could sit in the overflow room with Bill Bowler having been appointed as special Town Moderator there.

The Moderator introduced Wilma McDonald (Acting Town Clerk), Donna Brewer (Town Counsel), Jenny Merrill, (Town Counsel's Associate), Michael Lombardo (Town Manager), Jeff Hubbard, Allison Jenkins, Shawn Farrell, Bill Wilson, Scott Maddern (Selectmen), David Wanger, John Pruellage, Phil Stearns, Darcy Dale, Nick Tensen (Finance Committee), and Marisa Batista (Finance Director).

Town Moderator said Town meeting would begin by having brief reports by Bill Wilson and Michael Lombardo. The rules of conduct for Town Meeting would follow.

Special Town Meeting (continued)

SECTION 1: REPORTS AND PROCEDURES

Board of Selectmen Report

The Moderator recognized Bill Wilson, Chairman of the Board of Selectmen.

Bill Wilson said: "Good morning and welcome to your Special Town Meeting. Town Meetings have been conducted since the mid-17th century and is one of the oldest and purest forms of democracy intended to ensure policy decisions are made in the best interest of the public. I encourage all of you to take this opportunity to respectfully voice and debate your opinions, sharing your thoughts with your neighbors, and we cast votes on Warrant articles.

We are fortunate to have an involved and vocal community that constructively voice opinions to help shape our town. We have generous open spaces, great schools in which we take pride in high National and State rankings, we have active recreation programs, and committed volunteers. Financially, Hamilton is in excellent condition. Our tax rate has stabilized after many years of increases. We have received clean financial audits and have a AAA bond rating. Although our total population hasn't changed much in the last decade our demographics are shifting. Seniors are a quarter of our town's population. Our school enrollment has declined more than 15% since 2002 and while overall it is expected to be relatively stable over the next ten years, Hamilton's share of students compared to Wenham in the regional district continue to decline. These are key considerations as we plan for the future.

To provide town services, our staff of 68 employees hasn't changed in years, but healthcare and retirement costs continue to rise. Operationally the Selectmen continue to look for cost savings. Our regionalized services of Schools, Recreation, Pool and Library are exceptional and as a small town, where it makes sense, we should look for more opportunities to share services that reduce our cost structure while improving the delivery of those services.

Our last town wide survey received over 530 responses, double the response rate from the prior survey. Some of the things we heard to focus on are: Reduce high taxes, drinking water supply and quality, protect open

space, and manage new development through zoning, a need for affordable housing with an emphasis for seniors but family as well. You asked for improved mobile phone coverage and an artificial turf field at the High School to reduce the excessive burden on our parks and fields. All with more communication from Town Hall, Boards, Committees and your elected officials. I hope you've noticed that in the past year.

Before closing I would like to read into the record a proclamation that has been drafted and endorsed unanimously by your Board of Selectman, Finance Committee and I believe already reflective of our community!

The Proclamation reads: "Be it resolved and proclaimed that the Town of Hamilton condemns and rejects bigotry and supports the promotion of understanding and acceptance of individual differences for the welfare and betterment of the community. The resolution shall be made part of the public record.

Thank you for attending today and for your continued contributions that cumulatively make Hamilton a great place to live."

Town Moderator recognized Michael Lombardo.

Michael Lombardo offered an overview of the water treatment plant. 22% of the infrastructure had been replaced costing \$5.4M for the water mains and \$1.5M for the plant. \$3.1M remained for future water main replacement for a total of \$10M in bonds. The water treatment plant was constructed in 2000. The plant was built on a beta design to ensure correct processing. A chlorine based system worked for several years, then problems occurred. The four filters (three active, one back up) should process 900 gallons per minute (gpm). Discoloration occurred. The Town switched from chlorine to potassium hyper chlorite then noticed the media was bogging down. The Town switched to green sand plus. Green sand plus was designed to have larger filters and process at a smaller rate. Since 2010 the Town kept the plant processing efficiently but due to

Special Town Meeting (continued)

the design and green sand plus, the plant did not process at 900 gpm but rather a fraction of that rate. An air scour system was recommended, but did not happen. There were ongoing challenges to filter water free of sediment. Site and building constraints prohibited the Town from going to a larger tank. The Town was currently working with Dewberry Consultants, who recommend going back to filtronics media, which was a chlorine based system, which would process water to maximum capacity. According to Mr. Lombardo, the plant was 17 years old so valves and other things needed to be replaced. The software was out of date. Mr. Lombardo announced that the plant would be running at full capacity by early spring or late winter.

Michael Lombardo said the water bans had not been based on flow from Ipswich River but rather troubles based on filtration issues. Residents had been asked to scale back their usage to provide relief to the plant to make it through design stage without burdening the system. Currently the Town had been operating at half capacity with discoloration due to operating at half the capacity. There had also been water main breaks throughout the summer. The Town operated under a registered volume of under 1M per minute, which was approved by the State and grandfathered. The town had a difficult time meeting the summer cap of 400 gmp. When the regulations were fully implemented, the Town would be hard pressed to comply with the regulations. The Ipswich watershed was over taxed so the Town was commencing Exploration into a second watershed, the North Coastal Basin in an effort to solve the Town's growing water needs. Chebacco Road was being considered with water mains running out to the Manchester water plant. The road would be paved at a cost of \$1.5M as part of the water exploration plan.

The Moderator announced the overflow room was the school cafeteria with televised recording and voting ability.

The Moderator said: "I hope you have all read and brought with you a copy of the Town Warrant. The agenda for the meeting is the Warrant. It was prepared by the Selectmen. To bring an agenda item before the meeting, I will recognize the sponsoring Committee to make a motion. If the motion is seconded, I will recognize the proponent to speak to you about it. Once

they are done, I will open it up for discussion for you. If you wish to speak, you must ask me to recognize you. To save time, I ask that you be standing at one of the two microphones in the room. Once you have been recognized, please state your name and address. You may then make comments and ask questions about the motion. You will have three minutes to do so. Your comments must be within the four corners of the motion and please do not make comments about the person in favor of the motion, just comment on the merits of the motion itself. Please no applause.

All motions to amend a motion must be submitted to the Town Clerk in writing. If you need assistance in framing it, Town Counsel will provide you with assistance. No more than two amendments may be pending at the same time. As I mentioned when a vote is taken, I will ask you to raise your voting cards. I will then decide visually that there is the necessary majority or two thirds vote. If I am in doubt or seven votes question the vote immediately after I declare the outcome, I will have the vote counted by the tellers. Finally, let me say this, I am aware that some of the articles considered here this morning have engendered a certain amount of emotion on behalf of some people who are on one side or the other. Please keep in mind, that those standing before you speaking about the article have the town's best interest in their hearts. You may not agree with them, but that's alright. Disagreement is a natural thing, but please keep your comments to the merits of the motion and not the people involved. It's okay to disagree, but it's not okay to be disagreeable."

ARTICLE 2017/10 1-1

Town Moderator said: "To hear reports of Town Officers and selected committees and to take action thereon and relative thereto. Reports will appear in the Town Report for the Calendar Year 2017." Town Moderator recognized Bill Wilson.

Bill Wilson said: "I move the reports of Town Officers and committees be received and placed on file."

Seconded.

Vote: Unanimous in favor. Motion carried.

Special Town Meeting (continued)

SECTION 2: FINANCIAL ACTIONS

ARTICLE 2017/10-2-1

The Moderator read: "To see if the Town will amend the Town operating budget for FY'18 by adjusting the appropriation for certain Town expenses, or take any action thereon or relative thereto." The Moderator noted there would be two motions on this and recognized John Pruellage.

Motion moved by John Pruellage who said: "I move that the Town 1) transfer \$7,500 from certified free cash to increase General Government; and 2) decrease Public Safety by \$11,899; 3) transfer \$4,634 from certified free cash to increase Health and Human Services; and 4) decrease unclassified by \$155,000."

Seconded

John Pruellage said the government increased the audit fees for Federal funds that were received. An additional audit and Hamilton Development Corporation services were the causes. The Health Department proposed to increase their post-partum services. Costs were reduced as there was a reduced need for on-call firefighter training. Another financial item was the \$155,000 for a double appropriation, which was in addition to the \$10,000 needed for salary reserve. The Town had set aside \$45,000, but negotiations settled upon \$55,000, so an additional \$10,000 was needed.

Vote: Unanimous in favor. Motion carried.

Motion made by John Pruellage who said: "I move that the Town transfer funds from Unclassified to the following functions in the following amounts: \$4,313.13 to General Government; \$21,084.38; to Public Safety; 24, 466.14 to Public Works; \$2,647.50 to Health and Human Services; and \$1,892. 60 to Culture and Recreation.

Seconded.

John Pruellage said the appropriation divided up the salary reserve to the departments that were allotted to receive the funds for budget tracking. The \$55,000 was in reserve.

Vote: Unanimous in favor. Motion passed.

ARTICLE 2017/10 2-2

The Town Moderator read: "To see if the Town will transfer the remaining balance from the Waste

Enterprise Fund to the General Fund, or take any action thereon or relative thereto."

The Moderator recognized John Pruellage.

Motion made by John Pruellage who said: "I move that

the Town transfer \$79,557.43 from the Waste Enterprise Fund to the General Fund."

Seconded

John Pruellage recalled that Annual Town Meeting approved the Waste Enterprise fund be closed out as it was not a true enterprise fund. The fund could not be transferred out until the end of the fiscal year when the exact amount was known.

Vote: Unanimous in favor. Motion carried.

ARTICLE 2017/10 2-3

Town Moderator said: "To see if the Town will transfer money from the Recreation Revolving Fund to the Pool Revolving Fund or take any action thereon or relative thereto." Town Moderator recognized Scott Maddern.

Motion made by Scott Maddern who said: "I move that the Town transfer \$25,000 from the Recreation Revolving Fund to the Pool Revolving Fund."

Seconded.

Scott Maddern said that Sean Timmons had worked hard on the pool. The funds should have been transferred the previous year. Start-up expenses had not been allocated properly between the funds.

Vote: Unanimous in favor. Motion carried.

ARTICLE 2017/10 2-4

The Town Moderation read: "To see if the Town will raise and appropriate or transfer from available funds, money to fund old grant deficits and close out funds, or take any action thereon or relative thereto. Town Moderation recognized John Pruellage.

Motion made by John Pruellage who said: "I move that the Town transfer \$22,422.42 from certified free cash to fund old grant deficits and close out funds."

Seconded

John Pruellage said the article was an account cleanup of funds that were established three to seven years ago. Marisa Batista reportedly noted the deficits in accounts when there was either a situation when the cost exceeded the grant or the matching fund was

Special Town Meeting (continued)

withdrawn from the grant itself rather than the General Fund.

Vote: Unanimous in favor. Motion carried

ARTICLE 2017/10 2-5

Town Moderator said: "To see if the Town will raise and appropriate or transfer from available funds money to retain a licensed surveyor to provide metes and bounds descriptions for two town-owned parcels dedicated as open space, as shown on Assessors Map 47, lots 84 and 85, or take any action thereon or relative thereto." Town Moderator recognized Jeff Hubbard.

Motion made by Jeff Hubbard who said: "I move that the Town transfer \$3,500.00 from certified free cash to retain a licensed surveyor to provide metes and bounds description for two town-owned parcels dedicated as open space as shown on Assessors Map 47, lots 84 and 85.

Seconded.

Jeff Hubbard recalled that at the Annual Town Meeting, the town voted to declare the two parcels on Central Avenue as open space. The money was to survey the land.

Vote: Unanimous in favor. Motion carried.

ARTICLE 2017/10 2-6

The Town Moderator read: "To see if the Town will raise and appropriate or transfer from available funds money to pay for the design, fabrication, and installation of a commemorative bronze plaque at Chebacco Lake, or take other action thereon or relative thereto." Town Moderator recognized Bill Wilson.

Motion made by Bill Wilson who said: "I move that the Town transfer \$2,675.00 from certified free cash to pay for the design, fabrication, and installation of a commemorative bronze plaque at Chebacco Lake."

Seconded.

Bill Wilson asked Town Moderator to recognize Ray Whipple.

Ray Whipple (49 Mill St.) said 117 years ago, an airplane made a flight from the ice surface at Chebacco Lake. 100 years later, the paper said a plaque would be erected on the shores of the lake. Mr. Whipple hoped the plaque could be erected now.

Vote: Unanimous in favor. Motion carried.

ARTICLE 2017/10 2-7

Town Moderator said: "To see if the Town will appropriate monies from Community Preservation Fund

special revenues, specific revenues, or other available funds for the undertaking of Community Preservation projects as recommended by the Community Preservation Committee or take any action thereon or relative thereto. The proposed projects are set forth in appendix A of the Fall 2017 Warrant Book. There are three items in the article on which the Community Preservation Committee recommends favorable action."

The Town Moderator would read each one separately and if asked that if anyone had a question about any of them to yell out hold. The Moderator would then take their name and address. The item would be held for discussion. The Moderator added that if no one said hold, the Town would proceed to vote on that item without discussion with all other items for which there was no hold. If there was a hold, a discussion would be held.

Town Moderator read: "Project One, an open Space and Recreation project. To appropriate \$7,500 from the Community Preservation balance for the ongoing removal of Japanese knotweed, an invasive plant on Town conservation land and conditioned upon the placement on the letter from the Conservation Commission certifying the removal has begun by June 30, 2019.

Project Two, a Historic Preservation project. To appropriate \$75,000 from the Historic Preservation reserves to fund the Owner's Project Manager (OPM) for the restoration of the Hamilton Town Hall conditioned upon the signing of a contract of the OPM by June 30, 2010.

Project Three, a Community Housing project. To appropriate \$162,516 from the Community Preservation fund balance to the Hamilton Housing Authority to complete renovations to the Brooks House 121 Railroad Ave to include roof replacement, window replacement, selective replacement of siding and trim and repainting, conditioned upon the commencement of construction by June 30, 2019 as established by the

Special Town Meeting (continued)

issuance of a building permit.”

Town Moderator said he did not hear any holds and recognized Jay Butler

Motion made by Jay Butler (78 Old Cart Road and Vice Chair of the CPC) who said: “I move that the Town act on the Town Community Preservation Committee recommended specified projects and appropriate monies from specified reserves for the undertaking of Community Preservation projects as read by the Moderator with each item to be considered as a separate appropriation and further that the Town authorize the Town Manager to execute agreements on terms acceptable to the Town to the extent necessary to effectuate the public benefits of such projects.”

Seconded

Jay Butler displayed the power point presentation. There had been two previous approvals to hire DeRosa Environmental to remove knotweed in the past. The Town Hall Building Committee asked for \$75,000 for an OPM, which was required for projects over \$1.5M. The Community Housing Authority had requested funds to renovate the Brooks House, a 12 unit affordable housing structure built in 1894 and converted to housing in 1964. The building needed windows, roof, and cupola. The previously approved Lamson project had been completed under budget, according to Mr. Butler. Mr. Butler displayed the fund balances.

Vote: Unanimous in favor. Motion carried

ARTICLE 2017/10 2-8

The Moderator read: “To see if the Town would establish a Capital Stabilization Fund for the special purpose of funding capital budgets and all incidental and related costs and further to raise and appropriate or transfer from available funds money to fund this special purpose stabilization fund or take any action relative thereon or relative thereto.” Town Moderator recognized Phil Stearns.

Motion made by Phil Stearns who said: “I move that the Town take no action on this article.”

Seconded.

Mr. Stearns said the Capital Stabilization Fund would be formed from free cash. The Fund was a fiscally

responsible thing to do, but the Town should wait until the Financial Policies were in place. Mr. Stearns noted to put money into the fund would take a 2/3 vote and to take money out would require a 2/3 vote. Annual Town Meeting would consider the proposal.

Vote: Unanimous in favor. Motion to take no action carried.

ARTICLE 2017/10 2-9

Town Moderator read: “To see if the Town will raise and appropriate or transfer from available funds money to pay for SCBA units for the Fire Department, or take any action thereon or relative thereto.” Town Moderator recognized Darcy Dale.

Motion made by Darcy Dale who said: “I move that the Town transfer \$203,204 from certified free cash to pay for the SCBA units for the fire department.”

Seconded.

Ms. Dale explained the air packs were for the fire department. The State grant was not offered to the Town.

Vote: Unanimous in favor. Motion carried.

ARTICLE 2017/10 2-10

The Moderator read: “To see if the Town will amend the government department of the Town operating budget for the year FY 2018 so as to adjust the compensation plan for the Town Clerk or take any action relative thereon or relative thereto.” Town Moderator recognized Allison Jenkins.

Motion made by Allison Jenkins who said: “I move that the Town take no action on this article.”

Seconded.

Vote: Unanimous in favor. Motion carried.

SECTION 3: PLANNING / ZONING ACTIONS

ARTICLE 2017/10 3-1 Marijuana Cultivation and Sales.

The Moderator read: “To see if the Town will amend the Zoning By-law by adding to language set forth in Appendix B, or take any action thereon or relative thereto.” Town Moderator recognized Allison Jenkins.

Motion made by Allison Jenkins who said: “I move that the Town amend the Zoning By-law by adding the

Special Town Meeting (continued)

language set forth in Appendix B of the 2017 Fall Warrant Book.”

Seconded.

Ms. Jenkins said MA General Law said it was legal to cultivate and sell marijuana similar to a liquor store if the Town voted to allow it. Ms. Jenkins said there were no regulations for the sale as it was so new. Marijuana could still be grown and used at home for personal use.

Seconded

Dawn Dexter (80 Honeysuckle Road) thought the article was unclear as to how to deny the sale. Michael Lombardo explained that a yes vote would mean the cultivation and sale would be prohibited. The Moderator noted that this motion required a two-thirds vote.

Vote: Majority in favor of the ban. The Moderator declared a two thirds vote had been established.

ARTICLE 2017/10 3-2 Willow Street Overlay District By-law Amendment.

Town Moderator read: “To see if the Town will amend the Zoning By-law Section 9.5 ‘Willow Street Overlay District’ by adopting the language set forth in Appendix C, or take any action thereon or relative thereto.” Town Moderator recognized Bill Wilson.

Motion made by Bill Wilson who said: “I move the Town amend the Zoning By-law Section 9.5 Willow Street Overlay District by adopting the language set forth in Appendix C in the 2017 Fall Warrant Book.”

Seconded.

The Town Moderator noted the article required a two third vote. Town Moderator recognized Brian Stein.

Brian Stein (Chairman of the Planning Board, 175 Willow St.) explained the district contained four properties. The article consisted of wording changes to strengthen the existing (2010) By-law. Floor Area Ratio (75:1 maximum) was added as was the requirement that the applicant supply multiple off site views, the applicant follow the Downtown Design Guidelines, and that structural and non-structural features be included on the permit plans. The Planning Board would review the Building Permit plans before a Building Permit was issued.

Steven Porter (18 Cunningham Drive) asked about the height limitations. Brian Stein responded that the limitations had not changed. Jack Hauk (18 Knowlton St.) asked if the amendments were in place, would 227 Willow St. have happened, to which Mr. Stein responded no, the Planning Board would be able to review plans post approval. Donna Brewer added that the change to the By-law would not affect the pending litigations.

Vote: Majority in favor. Town Moderator noted that a two thirds majority had been established. Motion carried.

ARTICLE 2017/10 3-3 Estate Overlay District By-law Amendment.

Town Moderator read: “To see if the Town will amend the Zoning By-law Section 9.4 ‘Estate Overlay District’ by deleting the current language and substituting the language set for the in Appendix D, or take any action thereon or relative thereto.”

Motion made by Shawn Farrell who said: “I move that the Town amend the Zoning By-law Section 9.4 ‘Estate Overlay District’ by deleting the current language and substituting the language set forth in Appendix D of the 2017 Fall Warrant Book.”

Seconded.

The Moderator recognized Brian Stein.

Brian Stein said the modifications were to an existing By-law. The intent was to preserve 19 existing estate houses. The amendment decreased potential additions from three times to twice the existing footprint of the original home if it were improved to historic standards and to only double for non-historic standard rehabilitation. Residential uses were the same, but were reworded to match the definitions within the By-law. Commercial uses were intended to allow for similar uses in the current By-law. Non-motorized recreation was a new use.

Dave Thompson (103 Essex St) spoke against the proposal due to commercial uses in residential neighborhoods. Lynnette Fallon (38 Goodhue St.) asked if there was an expiration date, but it was determined that the expiration date was for Senior Housing, which had been deleted in further amendments. Doug Trees (557 Bay Road) spoke in favor of the proposal comparing the By-law to the one in Ipswich. Jonathan Poor (30 Woodbury St.) spoke against it. Marc Johnson

Special Town Meeting (continued)

(Patton Drive) spoke in favor and Forrester Clark (308 Sagamore St.) spoke against it. Michael Geogali (31 Chestnut St.) asked about commercial uses. Tom Keene (81 Old Cart Road) spoke against the proposal. Jack Lawrence (105 Rock Maple) asked if a developer could carve 30 acres off a 100 acre parcel and develop some of the land and renovate the estate house to have a development permitted under the By-law, to which Brian Stein responded that it was allowable.

Vote: Majority not in favor. Town Moderator noted a two thirds vote was not established. Motion did not carry.

ARTICLE 2017/10 3-4 Cottage Housing By-law.

The Moderator read: "To see if the Town will amend the Zoning By-law by adding a new section, Section 8.4 'Cottage Housing,' to provide for cottage housing development by adopting the Cottage Housing Overlay District, as set forth in appendix E or take any action thereon or relative thereto." Town Moderator recognized Scott Maddern.

Motion made by Scott Maddern who said: "I move that the Town amend the Zoning By-law by adding a new section, Section 8.4 'Cottage Housing,' to provide for cottage housing development by adopting the language for the Cottage Housing Overlay District, as set forth in Appendix E of the 2017 Fall Warrant Book."

Seconded.

The Moderator recognized Bill Olson.

Bill Olson (Planning Board Member, Anthony Road) said the By-law was to create an option that would allow young families and seniors to have a smaller home in a community. The By-law was in response to the Master Plan. The infill housing would be a smart growth project increasing a varied housing stock and open space. Mr. Olson noted that 70% of survey respondents wanted Cottage Housing. There would be 4.5 houses per acre in the R1a and R1b districts. The 800 to 1,500 sf cottages would be approved via a special permit. Sites would be one to five acres with an 18 unit maximum and a four unit minimum.

Bill Wheaton (Bridge St) spoke against the article, Suzanne, Soffa (Prospect St) spoke against the article, Steven McWhirter (18 Cunningham Drive) spoke against the article, Clark Sanders (37 Essex St) said he was

concerned that there was a coincidence with the pressure of 40B to which Brian Stein responded that there was no coincidence but noted the inclusionary By-law. Lynnette Fallen (30 Goodhue St.) was concerned that parcels could be conjoined to create a development. Rob Harring (50 Walnut St.) wanted to know if an analysis had been conducted and where water would come from. Michael Lombardo responded that once the filtration plant was in full service, there would be enough water for several hundred more homes. Norm Kramer (4 Forest St.) said he was in favor due to student enrolment decline. Jonathan Poor (30 Woodbury St.) spoke against the proposal. Steven Grasso (43 Moynihan Road) was worried about conjoining properties. Michael Magin (112 Goodhue St.) was worried about abutter recourse. A resident (Tally Ho Rd.) referred to the increased need of affordable housing. Fred Mills (Arthur Ave.) spoke in favor of the proposal. Doug Trees (577 Bay Road) wanted to connect Cottage Housing to affordable housing. Mehran Nasser (42 Boardman Lane) wanted to understand the tax impact, burden on society, and did not think enough thought had gone into the By-law and also added the Town could not manage a single building downtown. Ed McCarthy (60 Cunningham Drive) spoke against the article. Rick Mitchell (36 Rock Maple, Planning Board) spoke in favor. Michele Hogan (141 School St.) spoke against the article. Patrick Reffett (Director of Planning and Inspections) spoke in favor of the proposal. Tosh Blake (Sagamore St.) was not in favor of the proposal. Rudolf Pizzano (77 Essex St.) was not in favor due to the cost of the units. Edward Clapp (47 Hamilton Ave.) was concerned about where families would go after they outgrew the small units. Bob Curry (713 Bay Road) was concerned about the price point. Charlie Thiebow (30 Lois St.) was not in favor. Jack Lawrence (105 Rock Maple) was not in favor. Phil Masses (17 Patton Lane) spoke in favor. Mitch Goldfeld (38 Porter) was worried about conjoining properties and asked about the Planning Board vote to which Brian Stein responded the vote was 5:2 in favor of the By-law. Jean Towne (20 Savoy Road) spoke in favor. Terry Fallon (38 Goodhue) recalled that Jeff Hubbard said there were 78 houses sold in the current year, eight were over \$1M and 28 sold for less than \$400,000. Mr. Fallon was skeptical as to the price estimates. Marc Johnson (Patton Drive) recalled that Patton Ridge condos sold for \$650,000 which were larger units. Susan Lawrence (105 Rock Maple) spoke against the article.

Special Town Meeting (continued)

Vote: Majority not in favor. Town Moderator said two thirds majority was not established. Motion did not carry.

SECTION 4: TOWN BY-LAW AMENDMENTS

ARTICLE 2017/10 4-1

The Moderator read: "To see if the Town will amend the Town By-law Ch. V, Section 3.A Denial or Revocation of License or Permit for Nonpayment of Local Taxes, Fees or Other Charges, by amending the current subsection as set forth in Appendix F, or take any action thereon or relative thereto." Town Moderator recognized Jeff Hubbard.

Motion made by Jeff Hubbard who said: "I move that the Town amend the Town By-laws, Ch. V, Section 3.A, Denial or Revocation of License or Permit for Nonpayment of Local Taxes, Fees or Other Charges, by adopting the language set forth in appendix F of the 2017 Fall Warrant Book."

Seconded

Donna Brewer said the article was in response to the Massachusetts Municipal Act. Previously the Town needed to wait 12 months to revoke a license for non-payment of taxes. The new period would be one month.

Vote: Majority in favor. Motion carried.

ARTICLE 2017/10 4-2

Town Moderator read: "To see if the Town will amend the Town By-laws, Ch. V, Collection of Taxes, by adopting a new Section 5 to accept G.L. c. 58 section 8C and specify the method by which the Town may negotiate and approve agreements to abate delinquent real estate tax obligations, interest, and penalties to support affordable housing as set forth in Appendix G, or take any action thereon or relative thereto." Town Moderator recognized Bill Wilson.

Motion made by Bill Wilson who said: "I move that the Town amend the Town By-laws, Ch. V, Collection of Taxes, by adopting a new Section 5 to accept G.L. c. 58, § 8C and specify the method by which the Town may negotiate and approve agreements to abate delinquent

real estate tax obligations, interest and penalties to support affordable housing as set forth in Appendix G".
Seconded.

Donna Brewer explained that a delinquent taxpayer could sell land to a developer who would get a tax relief if the developer built affordable housing.

Jack Funaro (12 Hatfield Road) said the 100 units at Longmeadow would have a tax burden of \$170,000 and the town would be forgiving \$127,000. Kate Walker (82 Ortins Road) said the benefit would be for the developer with the burden on the taxpayers. Donna Brewer responded that it was in reaction to a State law. Jerry Bearegard (50 Hamilton Ave)) asked about zoning. Michael Lombardo said it was for properties that were going through a foreclosure process. Robin Sears (14 Bridge St.) asked if there would be an incentive to stop paying taxes. Mr. Lombardo said the incentive was to develop affordable housing. Rick Mitchell (36 Rock Maple) said it was in conformance with State law. Ms. Brewer added that the State law had a local option. Jack Fumaro (12 Hatfield Road) suggested a dollar cap to protect the town. Ms. Brewer said the percentage was State law.

Vote: Majority not in favor. Motion not carried.

SECTION 5: OTHER APPROPRIATIONS AND ACTIONS

ARTICLE 2017/10 5-1

Town Moderator read: "To see if the Town will authorize the Board of Selectmen to petition the Legislature to enact special legislation authorizing the Town to establish a special fund for the Patton Homestead, in the form attached as Appendix H to the Fall 2017 Appendix Book, provided, however, that the Legislature may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill prior to enactment by the Legislature, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition, or take any action thereon or relative thereto." Town Moderator recognized Scott Maddern.

Motion made by Scott Maddern who said: "I move that the Town authorize the Board of Selectmen to petition the Legislature to enact special legislation authorizing the Town to establish a special fund for the Patton Homestead, in the form attached as Appendix H to the

Special Town Meeting (continued)

Fall 2017 Appendix Book, provided, however, that the Legislature may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill prior to enactment by the Legislature, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition.”

Seconded

Mr. Maddern said the article was in response to a Citizen’s Petition to clarify the Patton Homestead reporting.

Vote: Majority in favor. Motion passed.

SECTION 6: CLOSING FINANCIAL ACTIONS

ARTICLE 2017/10 6-1 Free Cash Application

Town Moderator read: “To see if the Town will reserve, appropriate and authorize the Assessors to use available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2017 or take any other action thereon or relative thereto.” Town Moderator recognized David Wanger.

Motion made by David Wanger who said: “I move that the Town transfer \$175,000 from certified free cash to reduce the tax rate for the fiscal year beginning July 1, 2017.”

Seconded

Mr. Wanger said free cash was the product of the budget and the underestimate of revenue and expenses being less than projected. In the spring, the \$650,000 was reduced to \$550,000 until free cash was certified. The amount would be applied to FY18 for the last two quarters and the first two quarters of FY19. The \$175,000 would change the current rate of 16.81 to 16.69. In FY 14 the rate was \$17.40, which represented a 3.5% reduction since FY14. The tax rate was applied to evaluation. The town assessors’ evaluation of homes increased 1% with a practical affect that the rate reduction would not reduce the tax bill. The Town was in good financial shape with reserves above the recommended level. The Finance Committee voted 3 to 2 to allow free cash to be used to reduce the tax rate. Mr. Wanger said free cash was not a repeatable phenomenon as budgets would be tighter reducing free cash. The town faced capital expenditures and the school expenses, which were two-thirds of the budget. The school and Town both had OPEB obligations and unforeseen emergencies. According to Mr. Wanger, the FinCom was conservative dealing with the Town’s money.

Vote: Unanimous in favor. Motion carried.

ADJORNMENT

The Moderator announced that the Special Town Meeting was dissolved at 11:45 am.

Prepared by:

Marcie Ricker

/Wilma M. McDonald November 14, 2017

A True Copy Attest

FINANCIAL REPORTS

FINANCE DEPARTMENT

The Town's financial position continued to improve during fiscal year 2017. Total assessed valuation increased by 4.3% in fiscal year 2017 to \$1,496,864,388, reflecting a strong Real Estate market for residential property. Income levels remained strong with a median household income for the Town of Hamilton of \$109,500, according to the U.S. Census Bureau. The unemployment rate for the Town (according to Homefacts.com as of July of 2017) was 3.5%, remaining below the statewide and national averages of 3.7% and 4.4%, respectively.

Standard and Poor's (S&P) reaffirmed the Town's bond rating at AAA (S&P's highest rating). Analysts noted that the rating reflects a strong budgetary flexibility, strong liquidity and strong financial management.

Town Operations

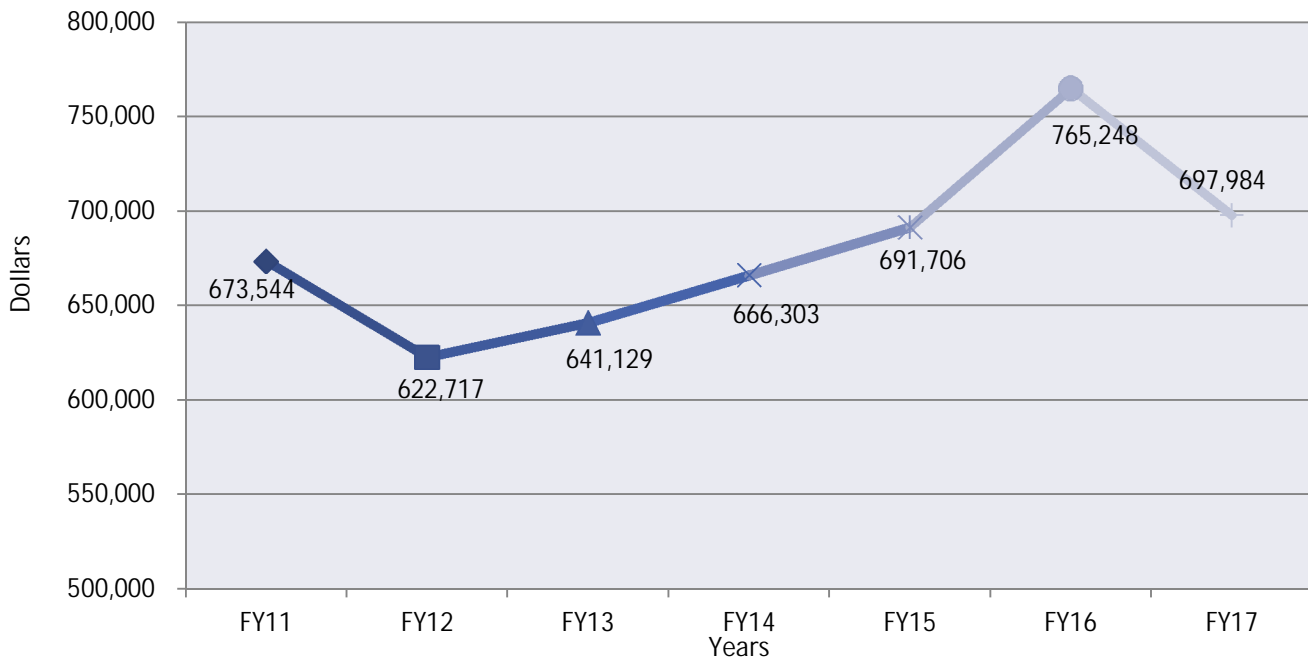
The Town's governmental activities change in net position, increased by \$1,523,593. The Town recognized a revenue surplus of \$290,172 and an overall budgetary surplus of approximately \$1,265,000 (excluding encumbrances and continuing appropriations) and utilized approximately \$1,147,000 of reserves to fund appropriations during fiscal year 2017. The collection of committed taxes remains strong as evidenced by our +/-99.2% collection rate. The Town's certified free cash for fiscal 2017 was \$2,890,774.

The majority of the Town's expense drivers are personnel (salary/wages, health insurance, pension), certain operations, and capital (to the extent it is funded). Going forward, as revenue growth slows across all sources (tax and fees), rising costs in health insurance (current and OPEB), pension, and wages will absorb most increases in revenue thereby restricting growth to operating budgets and capital investment.

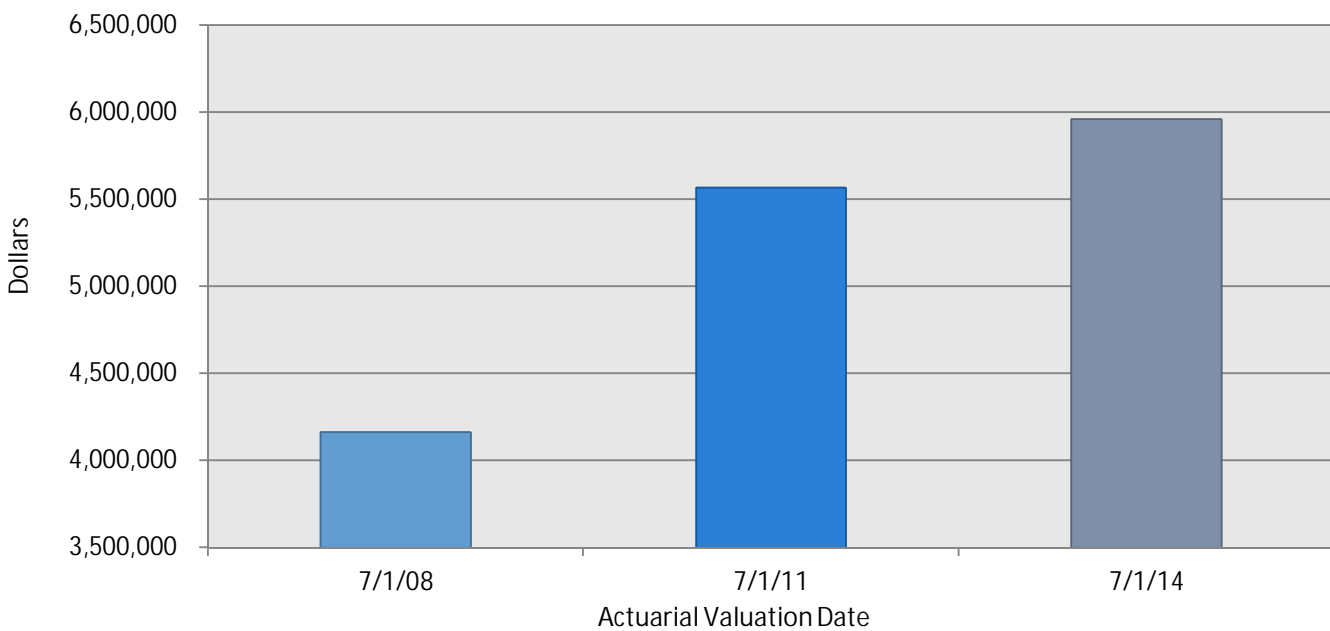
During fiscal year 2017, the Town transitioned to a lower cost health plan that resulted in some savings for the Town. An updated Actuarial Report for Other Post-Employment Benefits (OPEB) will be performed during fiscal year 2018.

The graphs below show the decrease/increase costs for health insurance and OPEB unfunded liability:

Health Insurance Costs



Unfunded OPEB Liability



Finance Department (Continued)

Enterprise Fund Operations

Water Enterprise: The fiscal year 2017 operating revenues were \$1,726,966 to an operating expense of \$917,378 resulting in operating income of \$809,588. The year closed with an outstanding receivable of \$399,479.

Waste Reduction Enterprise: Fiscal year 2017 receipts from customers were \$74,015, transfers in were \$509,302 (general fund subsidy) and \$893 from non-operating revenue, bringing the total revenue to \$584,210. Operating expenses totaled \$561,166.

Debt

Outstanding debt as of June 30, 2017 is as follows:

Governmental Funds

<u>Project</u>	<u>Maturity Date</u>	<u>Outstanding at June 30, 2016</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Outstanding at June 30, 2017</u>
State House Serial Loan Notes	2/01/2017	25,000	\$ -	\$ (25,000)	\$ -
Library Refunding	5/15/2020	450,000	-	(115,000)	335,000
Donovan Property	5/15/2020	160,000	-	(40,000)	120,000
Energy Services Contract (ESCO)	5/15/2020	115,000	-	(30,000)	85,000
Landfill Capping	5/15/2030	1,210,000	-	(90,000)	1,120,000
Fire Truck	5/15/2027	770,000	-	(70,000)	700,000
Public Safety Building - Refunding	9/15/2025	2,825,000	-	(310,000)	2,515,000
Landfill Closure	3/15/2022	-	194,000	-	194,000
Sagamore Hill Land Acquisition	3/15/2032	-	1,250,000	-	1,250,000
Total governmental funds		5,555,000	\$ 1,444,000	\$ (680,000)	\$ 6,319,000

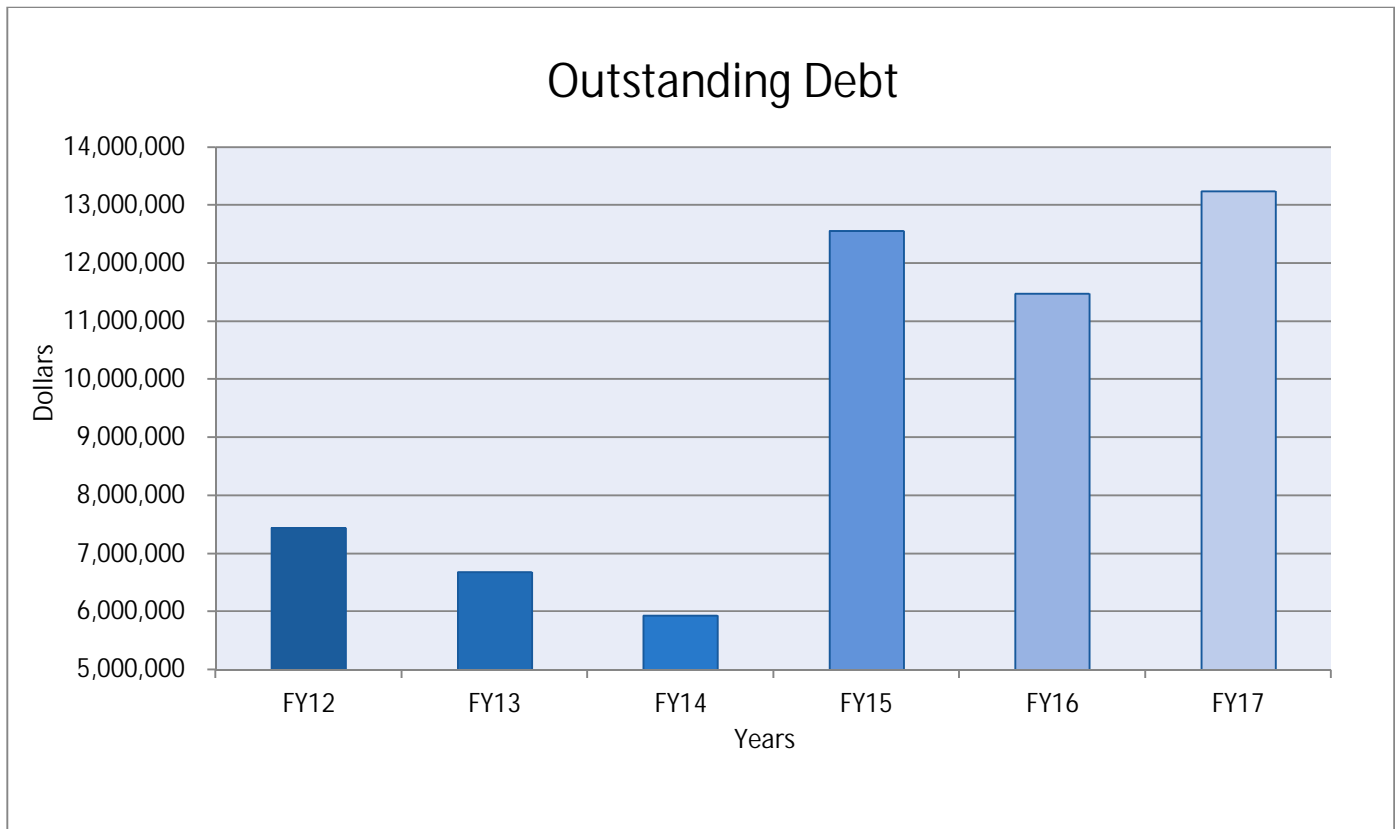
Finance Department (Continued)

Water Enterprise Fund

Project	Maturity Date	Outstanding at June 30, 2016	Issued	Redeemed	Outstanding at June 30, 2017
Water Bonds Refunding	5/15/2020	675,000	\$ -	\$ (175,000)	\$ 500,000
Water Plant	5/15/2018	85,000	-	(45,000)	40,000
Water System Reconstruction	5/15/2035	4,740,000	-	(255,000)	4,485,000
Water System Reconstruction	3/15/2037	-	1,900,000	-	1,900,000
Total enterprise funds		5,500,000	\$ 1,900,000	\$ (475,000)	\$ 6,925,000

In addition, the Town paid its share of the Hamilton-Wenham Regional School District (HWRSD) debt service payments totaling \$568,136.

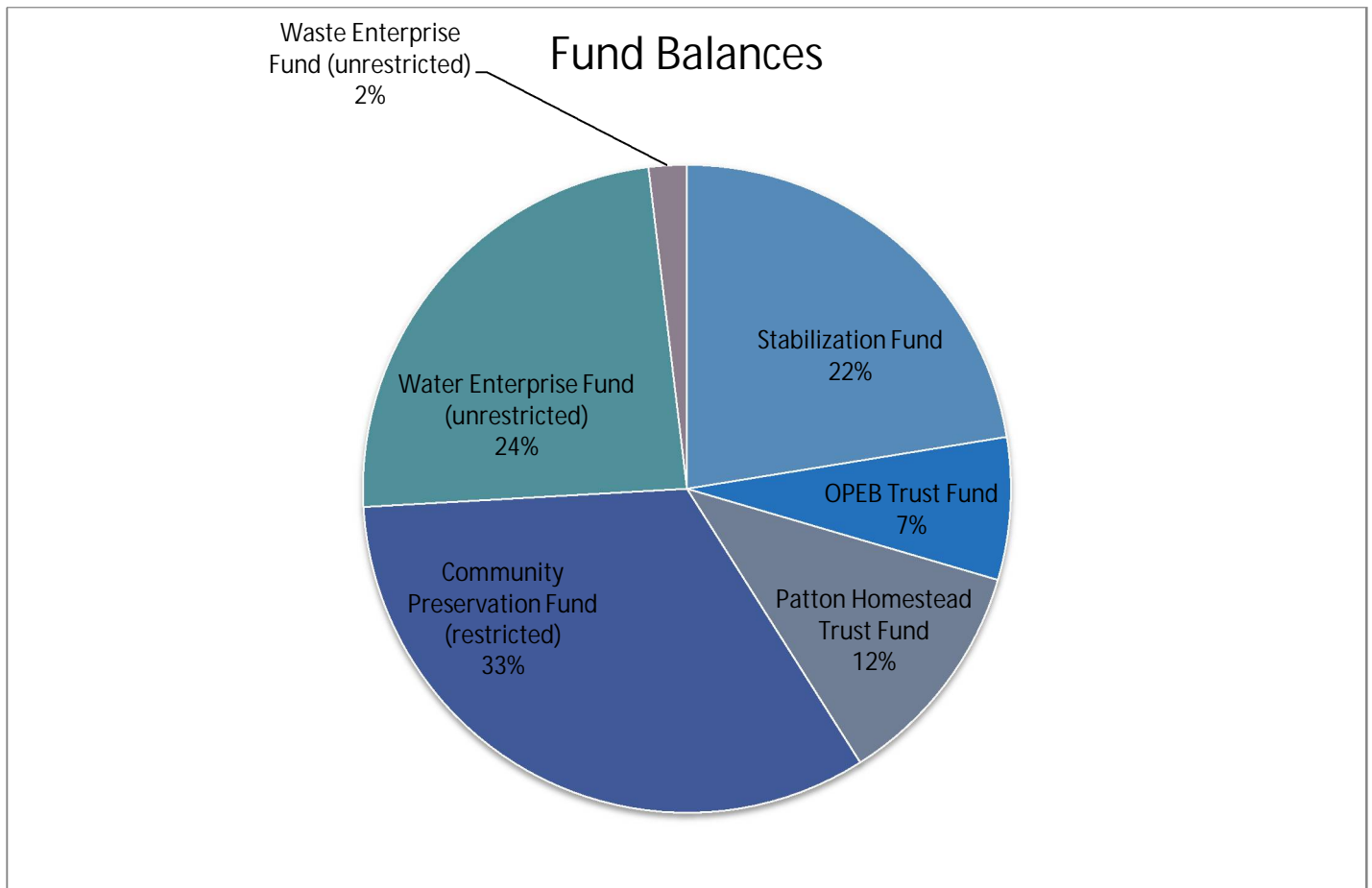
The graph below shows the total outstanding debt for the current and past five years:



Finance Department (Continued)

Fund Balances

For a detailed listing of fund balances, please refer to page 52 of the fiscal year 2017 Town's Financial Statements. Below are selected fund balances for informational purposes:



Financial Audit

The Town's Financial Statements audit for fiscal year 2017 was performed by CliftonLarsonAllen LLP, and is available on the Town's website. There were no instances of material non-compliance reported by the audit firm. For further information regarding the Town's financial status, please refer to the Town's Financial Statements.

Respectfully submitted,

Marisa Batista, Finance Director

INDEPENDENT AUDITORS' REPORT

CliftonLarsonAllen LLP CLAconnect.com

INDEPENDENT AUDITORS' REPORT
Honorable Board of Selectmen
Town of Hamilton, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town of Hamilton, Massachusetts, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Hamilton, Massachusetts' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

INDEPENDENT AUDITORS' REPORT (continued)

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town of Hamilton, Massachusetts, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (located on pages 3 through 11), general fund and community preservation fund budgetary comparisons and certain pension and other postemployment benefits information (located on pages 59 through 65) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. Other Reporting Required by In accordance with Standards, we have also issued our report dated January 29, 2018, on our consideration of the Town of Hamilton, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with in considering the Town of Hamilton, Massachusetts' internal control over financial reporting and compliance. LLP Boston, Massachusetts January 29, 2018 (2)

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town of Hamilton, Massachusetts, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (located on pages 3 through 11), general fund and community preservation fund budgetary comparisons and certain pension and other postemployment benefits information (located on pages 59 through 65) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the

INDEPENDENT AUDITORS' REPORT (continued)

methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated January 29, 2018, on our consideration of the Town of Hamilton, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town of Hamilton, Massachusetts' internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

Boston, Massachusetts

BOARD OF ASSESSORS

For Fiscal Year 2017, the total assessed taxable valuation of Hamilton is \$1,496,864,388.00 with a property tax levy of \$25,162,290.36. The fiscal year 2017 tax rate as certified by the Department of Revenue is \$16.81 down \$.44 from the previous year. Building permits issued in Fiscal Year 2017 resulted in an additional \$103,686 in tax levy growth.

In FY2017, the Board of Assessors completed their mandated Interim Year Adjustments on all property in the town of Hamilton as required by the Department of Revenue. Under Massachusetts's law, this Board is required to value all of Hamilton's 2701 properties at 100 percent of their full and fair cash valuation, thereby insuring an equitable distribution of the property tax levy. The town's average single-family valuation is \$538,228. More importantly, we believe that we have met our statutory obligation to re-establish proper assessment level and uniformity throughout the town of Hamilton. Final Department of Revenue certification of assessed valuations was granted in December and property tax bills were subsequently mailed at the end of December. The current valuation and levy percentages based upon property class are as follows:

<u>CLASS</u>	<u>VALUATION</u>	<u>%</u>	<u>TAXES PAID</u>	<u>LEVY %</u>
Residential	1,424,219,400	95%	\$23,941,128	95%
Commercial	58,109,700	4%	\$976,824	4%
Industrial	703,300	1%	\$11,822	1%
Personal	<u>13,831,988</u>	<u>1%</u>	<u>\$232,516</u>	<u>1%</u>
TOTALS	1,496,864,388	100%	\$25,162,290	100%

Also in Fiscal Year 2017, the Assessor's office processed applications for Motor Vehicle Excise abatements, Elderly and Veteran Exemptions, and CPA Exemptions.

We would like to assure all property owners that the Board of Assessors will continue its effort to meet the challenge of maintaining equitable assessments in this current real estate market.

Respectfully submitted,

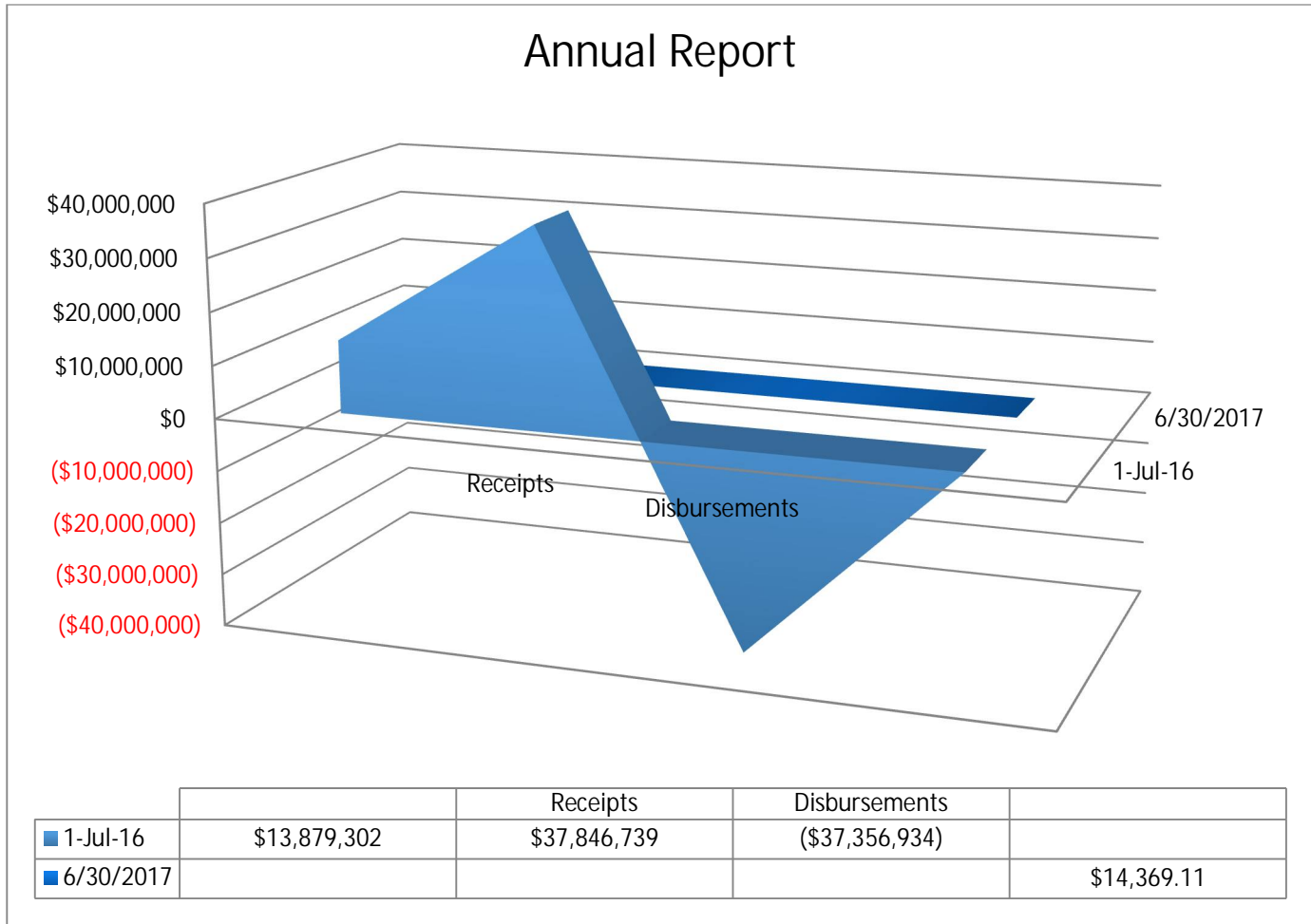
Gelean M. Campbell, Chairman

Steven Ozahowski, Member

Peter J. Kane, Member

TREASURER/COLLECTOR

I hereby submit my Annual Report as Treasurer/Collector for the Town of Hamilton for the fiscal year ended June 30, 2017.



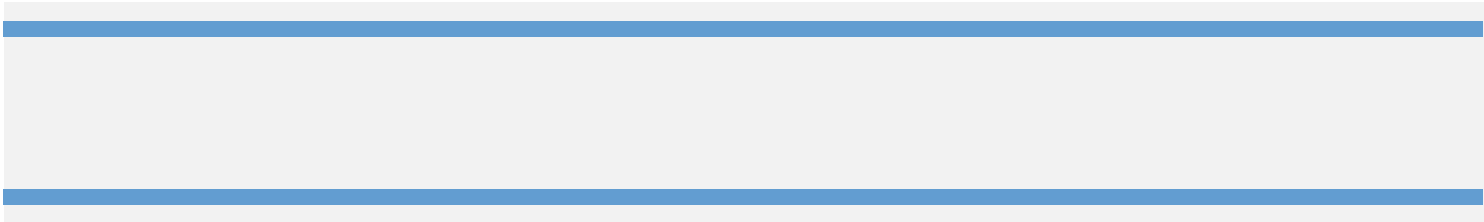
Respectfully Submitted,

Cheryl J. Booth, CMMT, CMMC

Treasurer/Collector

Treasurer/Collector (continued)

		July - December	January - June	Total
COLLECTIONS				
	YEAR			
REAL ESTATE	2017	\$ 12,064,672	\$ 12,532,512	\$ 24,597,184
	2016	\$ 212,035	\$ -	\$ 212,035
		\$ 12,276,707	\$ 12,532,512	\$ 24,809,219
PERSONAL PROPERTY	2017	\$ 116,001	\$ 118,043	\$ 234,044
	2016	\$ 94	\$ 20	\$ 114
		\$ 116,095	\$ 118,063	\$ 234,158
MOTOR VEHICLE EXCISE	2017		\$ 1,047,191	\$ 1,047,191
	2016	\$ 141,113	\$ 24,456	\$ 165,569
	2015	\$ 3,418	\$ 1,377	\$ 4,795
	2014	\$ 1,228	\$ 60	\$ 1,288
		\$ 145,759	\$ 1,073,084	\$ 1,218,843
BOAT EXCISE	2017	\$ 2,105	\$ 155	\$ 2,260
	2016		\$ 15	\$ 15
		\$ 2,105	\$ 170	\$ 2,275
WATER				
Rates		\$ 1,002,784	\$ 715,053	\$ 1,717,837
General Billing		\$ 5,199	\$ 3,079	\$ 8,278
Liens		\$ 6,755	\$ 53,028	\$ 59,783
Penalties & Interest		\$ 4,187	\$ 2,740	\$ 6,927
		\$ 1,018,925	\$ 773,900	\$ 1,792,825
CPA	2017	\$ 196,945	\$ 205,077	\$ 402,022
Prior to	2016	\$ 3,367		\$ 3,367
Interest		\$ 345	\$ 320	\$ 665
		\$ 200,657	\$ 205,397	\$ 406,054
TAX TITLES		\$ 66,140	\$ 55,397	\$ 121,537
PENALTIES & INTEREST		\$ 43,803	\$ 46,352	\$ 90,155
TOTAL		\$ 13,870,191	\$ 14,804,875	\$ 28,675,066



Town of Hamilton

Massachusetts

2017