

TOWN OF HAMILTON
BOARD OF SELECTMEN
SEPTEMBER 19, 2011

Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, September 19, 2011 with Jennifer Scuteri, Jeff Stinson, David Carey and Marc Johnson present. Town Manager Michael Lombardo, Fire Chief Phil Stevens and Finance Director Deborah Nippes-Mena also present.

Accept minutes (September 12th)

Since there was not a quorum of Selectmen who had attended the September 12, 2011 meeting, Board decided to accept these minutes at a subsequent meeting.

Public Comment

Board discussed details of former Hamilton Public Library building naming contest with resident Betty Dunbar.

Town Manager's report

Town Manager Michael Lombardo mentioned letter of agreement with company that can control Canada geese to quickly address nuisance birds that are primarily migratory at Patton Park.

Boston Architectural College is doing a space utilization study of Town Hall to assess how building could be used more efficiently for modern business need and address storage issues. In next few weeks a plan will be developed defining use of building especially relative to potential growth in local government. Resident Edwin Howard recommended graduate students consult with Historic District Commission.

Discussion has occurred between Lombardo and waste hauler who believes an automated recycling and organic program could save Hamilton \$90,000 less annually for trash pickup. Lombardo will get full quote from hauler and schedule joint meeting with Wenham Selectmen to discuss a two-town program.

In regard to Michael Marchand litigation, one mediation session was held without progress. A motion for summary judgment was filed and a court

decision is forthcoming. It is unknown at this point if case could move forward to a jury trial. MIIA defense attorney Doug Louison representing Town could be brought into a Selectmen's meeting in near future to provide Board with an update on matter.

Chairman/Selectmen reports

Jennifer Scuteri noted that Hamilton-Wenham Regional School Committee was interviewing three candidates to fill a vacancy on that board and a joint vote will be taken.

Fire Chief Phil Stevens – Hamilton Fire Department

Fire Chief Phil Stevens updated Board about what has occurred in last year at Hamilton Fire Department. Two long-term call firefighters retired after 20-plus years of service. Fire department has four full time people and 25 call fire fighters. Stevens plans to add a couple more call firefighters in the near term.

The department recently finished painting the more than 450 fire hydrants in Town.

Stevens noted that when the fire department gets a medical call, an EMT and two people go out on squad truck. Discussion about use of full and part time firefighters in surrounding communities compared to Hamilton.

This year fire department provided child safety assistance with 160 car seats, responded to 1,095 calls of which 476 were EMS and took action in regard to four multiple alarm fires.

Discussion about mutual aid system going well with other Essex County communities, two new firefighters in call volunteer classes and many will go on to EMT training and new full time firefighter will go to firefighter academy.

Grants have been received by department and were used to purchase defibrillators and new hazardous materials trailer as well as other equipment. Grant applications have been submitted for wildfire gear and to upgrade equipment.

Discussion about burn permits and timing that outdoor burning of brush is allowed from January 15 to May 1, and that this does not include leaves based on DEP air quality regulations.

Discussion about mutual ECO and that radio communication equipment is up-to-date at the public safety building and on the fire trucks.

Sue Patroia – Update on thermal imaging project

With funding from a Department of Energy grant, Sagewell has done thermal imaging of 3,000 homes in Hamilton and Wenham and will be analyzing energy efficiency of 1,000 homes. Residences with most opportunity to increase energy efficiency by weatherizing and realize rebates will receive a postcard from company with a unique identification code outlining what energy efficiency steps could be taken. Sagewell will give a presentation on this subject at Hamilton Wenham Public Library on October 1.

One Day Liquor License – Gourmet Delights Catering – October 1, 2011

Scuteri entertained a motion to grant a One Day Liquor license to Gourmet Delights Catering for an event to occur at the Community House on October 1, 2011. Jeff Stinson so moved. Marc Johnson seconded motion. VOTE: Unanimous.

Scuteri entertained a motion to grant a One Day Liquor license to Gourmet Delights Catering for an event to occur at the Community House on October 2, 2011. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

Scuteri entertained a motion to grant a One Day Liquor license to Gourmet Delights Catering for an event to occur at the Community House on October 8, 2011. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

Scuteri entertained a motion to grant a One Day Liquor license to Gourmet Delights Catering for an event to occur at the Community House on October 9, 2011. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

Scuteri entertained a motion to grant a One Day Liquor license to Gourmet Delights Catering for an event to occur at the Community House on October 15, 2011. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

Discussion was about Selectmen being required by ABCC and state law to grant one-day liquor licenses as permitting authority. This responsibility cannot be delegated to Town manager. Gourmet Delights catering company is applying for an annual all alcohol liquor license.

Allocate North Shore HOME Consortium Funds to Harborlight Community Partners

Hamilton receives an annual allocation of \$15,176 in federal home loan funds from the North Shore HOME Consortium that can be applied to a project in the works. Town officials suggested these funds be applied to the Harborlight affordable housing project at 69 Willow Street to pay for unanticipated costs such as additional restoration on windowsills and excavation.

Discussion about fact that the Town is not currently doing any renovation projects on existing affordable housing in Hamilton, and that Acord Food pantry expects to move into the Willow Street site in a few weeks. When the Capital Improvement Plan is completed for the Town, there will be a discussion about rehabilitating the Town's parking lot next to the Harborlight housing project.

Scuteri entertained a motion to allocate FY 2011 North Shore HOME Consortium funds in the amount of \$15,176.00 to Harborlight Community Partners for the project at 69 Willow Street. Johnson so moved. Stinson seconded motion. VOTE: Unanimous.

Open Town Meeting Warrant – Additional warrant article

Discussion was on adding an additional Special Town Meeting warrant article that asks Town Meeting voters to modify Hamilton's bylaw regarding the Annual Town Meeting date. There was agreement that Annual Town Meeting would continue to be held on Saturday mornings at 9 a.m. The proposed change is to hold Annual Town Meeting the first weekend in April unless Easter Sunday falls on that weekend and the meeting would be held the last weekend in March. The intent is to hold the ATM at a time of year that could foster more attendance and allow for an earlier yearly budget cycle.

Town officials mentioned that such a change would also amend deadline for HWRSD budget completion and present logistical issues as to when Town elections are held after Annual Town Meeting. Lombardo said he would be able

to complete the Town's budget in time for Annual Town Meeting if it was held earlier than the customary May date.

There is currently a placeholder on the STM warrant to allow for a vote on this bylaw amendment. Town Counsel Donna Brewer is analyzing any requirements related to the change and will provide warrant article language. Town Moderator Bruce Ramsey did not have any issues with the bylaw modification proposal and earlier ATM meeting date.

Wenham is also considering a similar change and would hold its ATM at 1 p.m. on the same day that Hamilton conducts its ATM.

Scuteri entertained a motion to open the Special Town Meeting warrant for October 22, 2011. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

Scuteri summarized the information as potentially two warrant articles: change of ATM date not to occur on Easter weekend and amendment to bylaw for Town election date.

Scuteri entertained a motion to add the two warrant articles as described. David Carey so moved. Stinson seconded motion. VOTE: Unanimous.

Close Town Meeting Warrant

Scuteri entertained a motion to close the October 22, 2011 Town Meeting warrant. Carey so moved. Johnson seconded motion. VOTE: Unanimous.

Appointment to Budget Process Committee

Scuteri entertained a motion to appoint Lisa Kane and George Lamontagne to the Budget Process Committee. Carey so moved. Stinson seconded motion. VOTE: Unanimous.

The BPC is now a 16-member committee with two Selectmen, one each from Hamilton and Wenham, two HWRSC members, superintendent of schools, Hamilton Town manager, Wenham town administrator, two Finance Committee chairs from each town, and three Finance directors.

Liaison updates

Selectmen provided an update on their liaison roles to the Town's boards and committees.

Discussion on Community Preservation Committee as well as conversation on Model T building being addressed on a Board meeting agenda when timing is appropriate, and that Affordable Housing Trust is in organizational stage with foundation work necessary before any projects are undertaken.

Further discussion included: cable television committee has new members including HWRSD music teacher Eric Fecke, CDM was awarded contract to do engineering and fatal flaw analysis at landfill, and three other bids are being analyzed for monitoring and testing that will be done in preparation for capping landfill. Once landfill-capping concept is approved then Town officials will pursue if state funding is available to help defray some costs.

Other topics addressed by Board: MBTA owns downtown lot so daily parking fee for train riders is charged, cost of possibly burying utility lines downtown to improve streetscape, need for list as to why Town would ask Gordon Conwell Theological Seminary for a larger P.I.L.O.T. donation, Selectmen are meeting in near future with Pingree School Board of Trustees, proposed Canterbrook senior housing project has gone to Zoning Board of Appeals for variance to groundwater overlay district and applicant will then return to Planning Board for site plan approval decision, need for cell tower somewhere near downtown to correct dead transmission/reception zone, status of regional ECO project and Hamilton's interest in finding another community to partner in local ECO.

Review Community Survey results for additional Board goals and objectives

Discussion was about survey results and whether or not items should be added to Board goals and objectives. Issues mentioned included high cost of living in Hamilton, community is not good for retirement living, sidewalks need improvement, drainage services needing improvement and flooding throughout Town, as well as interest in coffee shop, bakery or family restaurant downtown.

Lombardo noted that intern assisting Town is collecting data for Capital Improvement Plan so that projects can be prioritized for a thoughtful discussion. He added relative to the general flooding throughout Town, that due to the Hamilton's limited municipal staffing and million-dollar proposed cost there is

no ability to manage the Bridge Street culvert improvement project. Lombardo said residents could be surveyed again for input on what they would like to see changed or improved in Town.

Other business

The next Selectmen's meeting is scheduled for Monday, October 3, 2011.

Discussion with Howard about opportunity for residents to express concerns and learn about Board actions as Selectmen will be at a table located at Harvest in the Village Marketplace event on September 24 from 9 a.m. until 4 p.m.

Scuteri entertained a motion for Board to adjourn at 9:25 p.m. Stinson so moved. Johnson seconded motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____

Clerk