

# Annual Report

2016



**Hamilton  
Massachusetts**

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# **Town of Hamilton Massachusetts**

July 1, 2015 through June 30, 2016



## **Board of Selectmen**

Scott Maddern, Chair  
William Wilson, Vice-Chair  
Jeffrey Hubbard, Selectman  
Shawn Farrell, Selectman  
Allison Jenkins, Secretary

## **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:** 8,232

**Area:** 14.99 Square Miles

**Fiscal 2016 Tax Rate:** \$17.25

**Tax Levy:** \$24,752,221

**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)

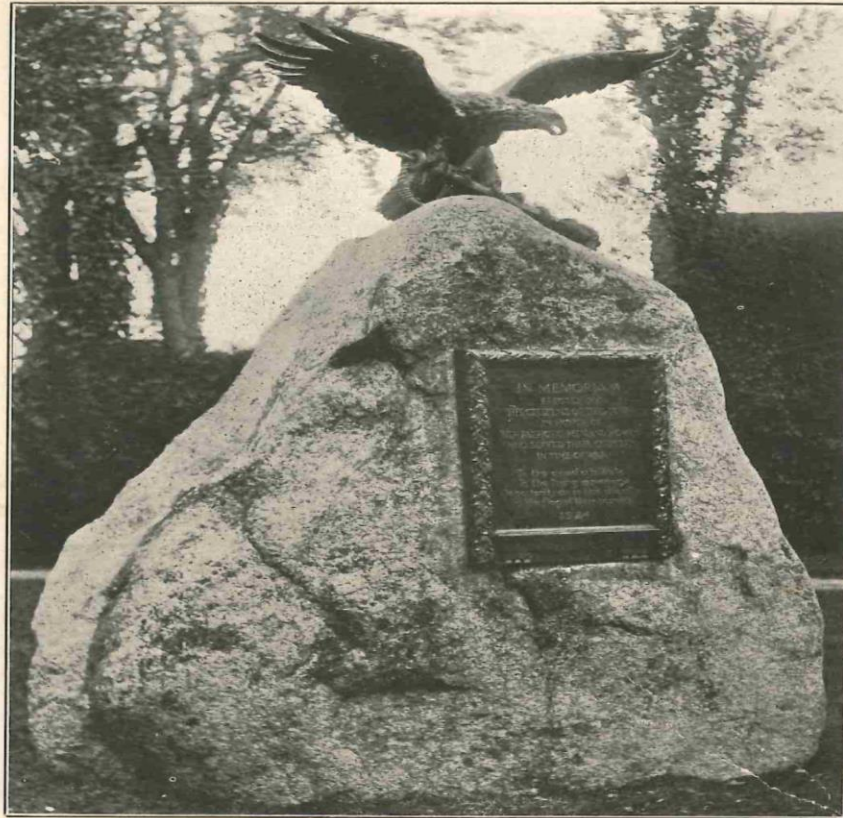
Hamilton-Wenham Regional High School (9-12)

**Town Website**

[www.hamiltonma.gov](http://www.hamiltonma.gov)

**Town Hall Hours**

M-F: 8am – 4:30pm



**SOLDIERS' AND SAILORS' MEMORIAL MONUMENT**  
Hamilton, Massachusetts

April 2017 marks the centennial anniversary of WWI, supposedly the war to end all wars. 133 men and women, (out of a population of 1,600), from Hamilton served.\*

On Oct 5, 1924, this monument was set on the small green near the First Congregational Church on Bay Road. Named the Soldiers and Sailors Monument, this 20-ton boulder from a farmers' field, depicted a bronze eagle poised for flight with outspread wings, and an anchor in its claws. It was meant to commemorate all the veterans from our town, to that date. Designed and erected by architects, Smith and Walker of Boston, the plate at the front reads, "***In Memoriam, erected by the citizens of this town in honor of her patriotic men and women who served their country in time of war. To the dead, a tribute. To the living a memory. To posterity an emblem of loyalty to the flag of their country, 1924.***" The monument originally had three cannons around it. Two of the cannons were later moved to Patton Park.

\*Hamilton, Massachusetts: Chronicle of a Country Town, c 1976, Hamilton Mass.

*Hamilton Historical Society*

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# Selectmen

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## Overview

Hamilton is a great town. We have generous open spaces, good schools, active recreation, committed volunteers, and 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 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 within our population. 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 staffing of 70 employees hasn't changed in years, but healthcare and retirement costs continue to rise precipitously. Both the Town Manager and Selectmen have met with legislators, Mass Municipal Association, insurance agents and plan administrators to share that healthcare costs are excessive for a small town and ask for their help – we can't expect much. We spend less than our neighboring towns on all services (DPW, public safety, seniors, and recreation, etc.), except schools where we take pride in high rankings and success rates. The Selectmen are always looking for cost savings. Our regionalized services (schools, recreation, library) are the best in the area and as a small town we need to look for more and have generated a list of ideas and opportunities with the Finance and Advisory Committee.

## Town Survey

We obtained double the response to our town wide survey since our last one in 2002. Other than reducing taxes, we received almost equal inputs to increase and decrease spending on schools, streets, sidewalks, parks, water supply/quality and senior services. It's clear we need more rental housing for seniors as that population grows and wants 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 better town communications via our website and social media. Identified uses of public funds as very important were to increase the level of communications and to improve the High School field facilities with an artificial turf field, lengthening the playing seasons and reduce the burden on our parks. Bicycle paths on key connector roads were strongly supported as well as youth programs and cultural activities. We received significant changes in opinions to facilitate more commercial development, both a reduction of those against it as well as increases in those for development. The same changes in opinions were expressed for shared wastewater disposal facilities or a sewer district to serve downtown businesses. Possibly related to community preservation spending on both the new town pool and the Sagamore Hill acquisition, there were large numbers of people both satisfied and dissatisfied with the CPC spending. The survey also showed a reduction in the need for more open space and adding more scenic roads. Thank you for the strong participation in the town-wide survey.

## Public Safety

Our public safety departments provide excellent service. We are 1 of only 58 fully accredited police departments in the Commonwealth and are a “Community Policing Agency” that conducts walking patrols, bike patrols and traditional cruiser patrols. There were no serious fires and overall calls for fires continue to decrease while medical aid calls are the majority and growing as our population ages. The Coast Guard gave us a boat & engine worth \$23,000 to help with rescues on Chebacco Lake. Thanks to the SAFE Grant, Hamilton-Wenham Rotary, and Kidde we initiated a smoke detector/CO alarm program for seniors. We are prepared to open a day shelter at the Senior Center when needed for heat, cooling, and power.

## Senior Services

We continue strong outreach to seniors, a 72% increase over FY’15. “Upside of Downsizing” seminars were held to give seniors sources for how to make a life change-selling their home, moving to assisted living, sheltering assets, downsizing to a smaller place. SHINE (Serving the Health Info Needs of the Elderly) appointments increased by 23%. Our Outreach Coordinator completed contact of 1,893 seniors (>60) and we had a 53% increase over last year in seniors served at the Senior Center.

## Regional Services

For our regionalized services, the best in the region:

- Our school district provided its first 5-year capital plan. The District has 294 Full-Time Equivalent (FTE) Positions and the professional teaching staff of 179 total, makes up 60% of these FTEs.
- We finished construction on the new Veterans Memorial Pool at Patton Park which is set to open in the summer of 2017. This past calendar year our Recreation Department saw a 20% increase in our overall program participation, with a 18% increase in our Summer Camp Program. The Joint Recreation Department co-sponsored the Summer Block Party and fireworks show. They also sponsored Pumpkin Fest to bring together families to enjoy a day of pumpkin carving, arts and crafts, and a costume parade. Generous private donations were received for new baseball dugouts in Patton Park and for maintenance of Donovan Field.
- The library circulated 231,529 items and our meeting rooms were used 1,897, study rooms 2,352 times.

## Public Works

- Our biggest change was to move to weekly trash pickups. Our prior trash vendor went out of business suddenly and our Town Manager did an excellent job getting temporary services and eventually securing a long-term vendor. Overall 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 keep up the high recycling rates that keep our overall costs down.
- The water treatment plant and wells continued to provide good quality and necessary volumes of water to the community during the drought period. The DPW completed Phase II of a multi-year effort in replacing aged water mains funded by bond authorization at 2012 and 2015 Annual Town Meeting.
- Construction of the capping of the Hamilton Landfill began last year and was completed in June 2016.
- The replacement of the Bridge Street culvert, damaged by severe floods years ago, is underway with construction scheduled to be completed in the Spring of 2017.
- We authorized the Town Manager to initiate the process to aggregate the electrical load of interested consumers in the Town, and to enter agreements for services to facilitate the sale and purchase of electric energy via a Municipal Aggregation Program that should roll out in 2017.

## Affordable Housing

After learning of a likely affordable housing project between a private land owner and a private developer on Longmeadow Way for 108 units we kicked into action. While supported by many seniors and the Council on Aging, the size (108 units) wasn't supported by the Affordable Housing Trust, the Planning Board nor the Board of Selectmen. At the end of 2016 we had 3 properties in a "basket" for review with a Host Community partner, Harborlights Community Partners. We also formed a host community partnership with Habitat for Humanity and are pursuing more options – all so that our local community needs – senior rental housing – can be achieved. We also:

- Completed two town-wide surveys, one specifically on affordable housing to seniors who are 25% and growing of our population;
- Re-formed our Affordable Housing Trust, who created a public process to review affordable housing sites in town;
- We have a current Housing Production Plan stating a need for at least 14 unit per year;
- Affordable housing for seniors was the top need at the Community Preservation Committee's public hearing and a joint Planning Board/Affordable Housing Trust public hearing on affordable housing sites was held;
- Town Manager assessed all town-owned land for affordable housing, one of which is still under review (adjacent to Winthrop School, behind COA and



Public Safety buildings) while another on Central Street was placed into conservation status enthusiastically at our Special Town Meeting;

- Selectmen met with the State housing authority (DHCD) to share our community need (i.e., primarily rental housing for seniors)
- We created two affordable housing partnerships (Harborlights and Habitat for Humanity) and are pursuing another so we have more options and reviewed affordable housing progress regularly at Board of Selectmen meetings

## **Open Space**

Via the community preservation funds, we made our most significant open space acquisition ever at Sagamore Hill (\$1.75m acquisition, no maintenance costs), adding 170 acres in Hamilton as part of the largest open space project in Essex County. Essex County Greenbelt organized private landowners and the towns of Ipswich and Essex to protect 600 acres with hiking trails and a view of Ipswich Bay from the top of the hill. The CPC also funded \$250k for the Affordable Housing Trust and the approval of two Habitat for Humanity homes on Asbury Street.

## **Zoning Bylaws**

Our zoning bylaws had been slowly added on and amended over decades to the point of being confusing, inconsistent and prohibitive to development. In 2015 the Town authorized \$50k for the bylaws revision by the Planning Board as well as new bylaws. The revisions, known as “phase 1”, were completed in 2016. For phase 2, the Selectmen have provided priorities for new bylaws including cottage style housing, cluster 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 the 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 Public Safety Building. In the fall, the Planning Board began discussions regarding possible violations at 227 Willow Street, the building under construction was not as presented, so they requested a Cease and Desist from the Building Inspector.

Please read the entire report that follows and again, thanks for attending town meetings and your generous volunteerism.

Scott Maddern  
*Chair of the Board of Selectmen*

## 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 Flumerlet, and Elaine Whipple for all their hard work. We sincerely appreciate all their efforts.

Town Population as of 12-31-2016	8,232
Registered Voters as of 12-31-2016	5,970
Marriage Intentions Filed	21
Marriage Licenses Issued	20
Births Recorded	87
Burial Permits	15
Deaths Recorded	48
Dog Licenses Issued	1165
Kennel Licenses Issued	5
Business Certificates Issued	26
Raffle/Bazaar Permits Issued	9

### Elections and Registrations

Board of Registrars - Constance Cobb, Walter Leszczyński, Maureen Hickey and Andrea J. Carlson,

Clerk Officio.

*This year we had two Town Meetings, one Special Town Meeting and Four Elections. 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 Gymnasium under the direction of Bill Melville and his staff that keep our meetings running smoothly. The Special Town Meeting in the summer was held at the H-W Regional High

School Auditorium under the direction of Bill Melville and his staff. The Fall Special Town Meeting was held at the H-W Regional High School Auditorium under the direction of Christopher Shailor, Bill Melville and his staff. We sincerely appreciate all their help.

The Presidential Primary, Annual Town Election and the State Primary was held at the Winthrop School. Our thanks to Christopher Heath, Winthrop Principal and his staff for all their help in allowing us to have our elections at Winthrop. We sincerely appreciate the wonderful team work.

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. I would also like to thank the custodians and kitchen staff at Winthrop School for helping our days to run smoothly and keeping us well fed, it was a great team effort.

The Presidential State Election took place at H-W Recreation Gymnasium. With the help of Chief of Police Russell Stevens this election ran smoothly. I really appreciated all the support of the Hamilton Wenham Police department.

This year the Town of Hamilton had Early Voting for the Presidential State Election. This is the first time the state of Massachusetts implemented this process. Early voting was held for ten days during Town Hall hours. It was held at the Town Hall in the Memorial Room. It was a very successful and positive turnout. Hamilton had a

30.18% turnout with 1793 ballots voted out of our 5942 registered voters. In Massachusetts there are 352 communities and Hamilton was 84<sup>th</sup> on the list. Good job Hamilton residents.

### **Summary of Elections & Town Meeting for 2016**

**March 1, 2016- Presidential Primary** had 2,898 ballots cast, which was 52% of the 5,609 registered voters in Hamilton

**April 2, 2016-Annual Town Meeting** had 233 registered voters in attendance which was 4% of the 5,653 registered voters in Hamilton.

**April 7, 2016- Annual Town Election** had 814 ballots cast, which was 14% of the 5,653 registered voters in Hamilton

**July 5, 2016- Special Town Meeting** had 349 registered voters in attendance which was 6% of the 5,705 registered voters in Hamilton.

**September 8, 2016- State Primary** had 382 ballots cast, which was 7% of the 5,746 registered voters in Hamilton

**October 22, 2016- Special Town Meeting** had 197 registered voters in attendance which was 3% of the 5,876 registered voters in Hamilton.

**November 8, 2016- Presidential State Election** had 4762 ballots cast, which was 80% of the 5, 942 registered voters in Hamilton.

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*

## Police Department



To the Honorable Board of Selectmen and the Citizens of Hamilton:

I am pleased to offer you this annual report highlighting the activities and accomplishments of the Hamilton Police Department during the calendar year of 2016.

As in years past, I have had the great fortune to visit and speak with many of you regarding concerns you would like to see addressed. As a result of these discussions, I have been able to examine and address many of the issues presented. It is through these types of interactions that we are better able to serve you.

We continue to operate as a full-service “Community Policing Agency”. As such we conduct walking patrols, bike patrols and traditional cruiser patrols. We welcome and encourage citizen interaction and look forward to all of your comments. At various times throughout 2016, we held highly attended and successful programs such as; Citizens Police Academy, Public Safety Day and a Holiday Toy Drive.

I take pride in saying that we are 1 of only 58 fully accredited police departments in the State of Massachusetts. As an accredited agency, we are continuously updating our policies and procedures and make every effort to stay current with “Best Practices” for the police profession. Above and beyond the mandated yearly in-service training, Hamilton Police Officers attend specialty training updating them on new laws and trends resulting in better service to the citizens of Hamilton.

In these trying fiscal times we continue to work efficiently and effectively with other departments within the town in an effort to maximize resources while minimizing costs. We are always exploring ways to provide better services to our residents while reducing overall spending.

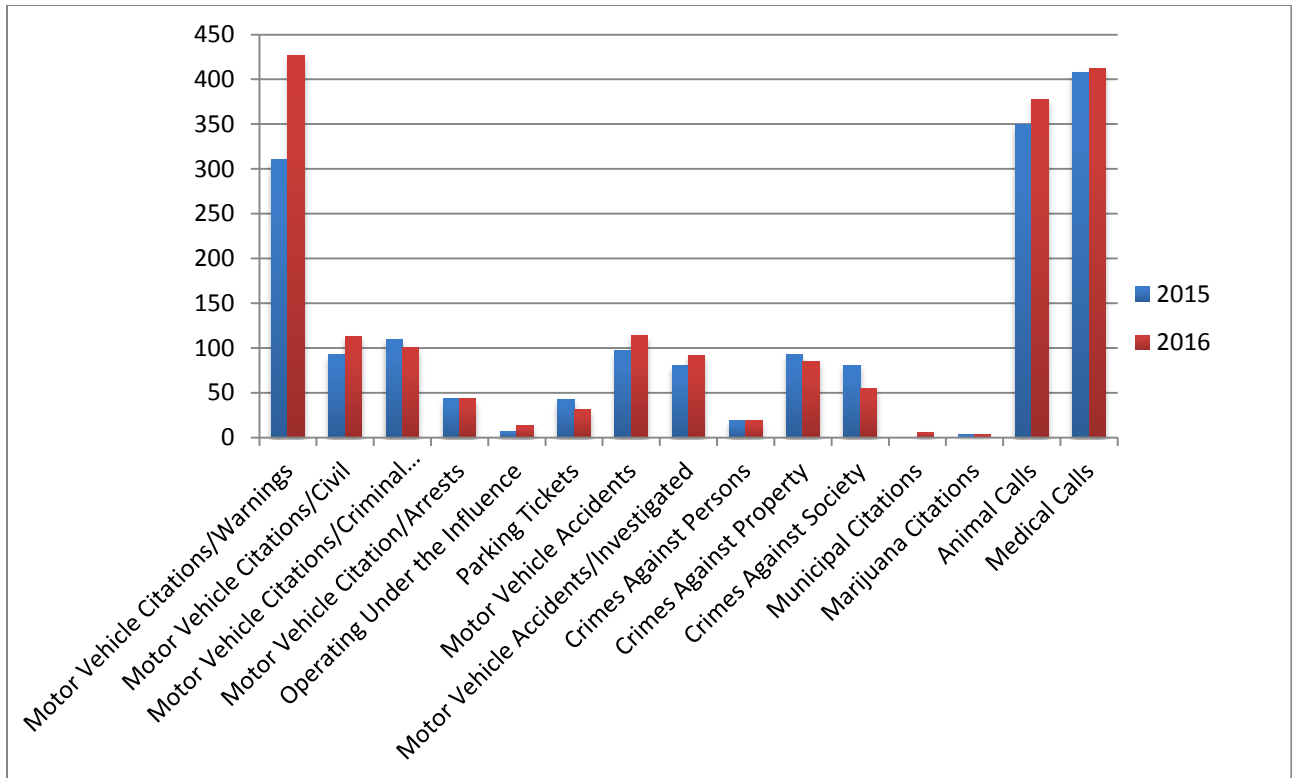
I am proud to lead a group of professionals who are open to change and dedicated to the service they provide the citizens of this community, and I thank you for the opportunity to serve you.

Respectfully Submitted,

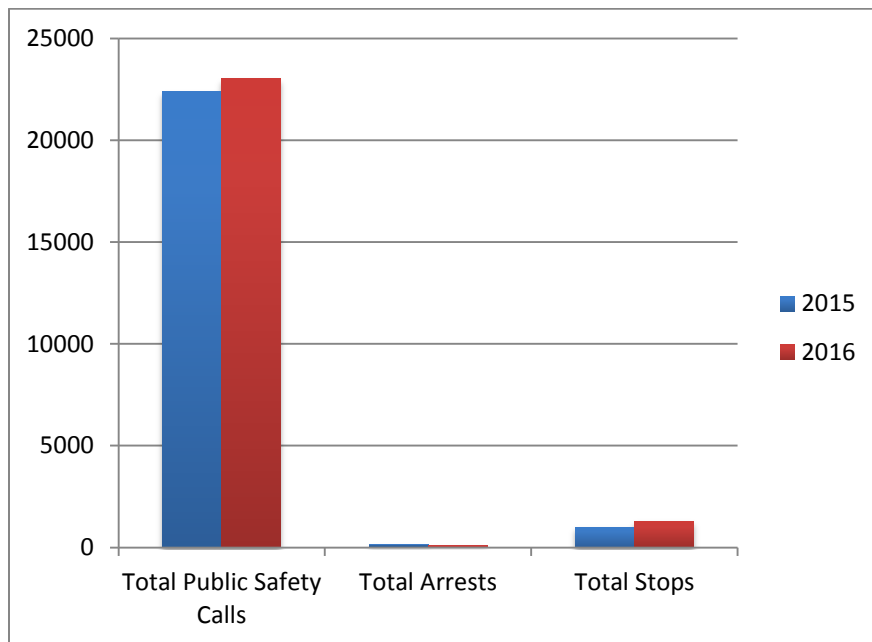
Russell M. Stevens  
*Chief of Police*







### Activity Detail



## Fire Department

The Fire Department celebrated 101 years of service to the Town of Hamilton on April 6<sup>th</sup>. A celebration was held at the American Legion with current and past department members and families, town officials, and friends. Senator Tarr and Representative Hill made presentations.

The Fire Department serves the Town of Hamilton with (4) fulltime firefighters and (21) call firefighters. Thomas Raymond was hired as a call firefighter in July.

Captain Mark Goodwin retired from the department after 22 years of dedicated service.

We had no serious fires in 2016. Despite a dry year, we had very few brush fires. We did have to rescue a small donkey out of a storm drain on Gail Ave.



With the help of Mass. Forest Fire Control we received a boat with motor from the Coast Guard through the Federal Excess Property Program at no cost to the town. It is worth \$23,000. It is designated as Boat 510 and will be used for water incidents and patrols on Chebacco

Lake. The Essex Voke School painted it for the cost of materials.



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

The Department educated seniors and school children. They did a week of training in the elementary schools. The training was in 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 and at the Gordon-Conwell Public Safety Day. 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. I want to thank Robert Whittier and Rotary



for helping get this program going. Over 40 seniors have taken advantage of the program. We have also been educating seniors on what the Fire Department does and what to do in case of an emergency.

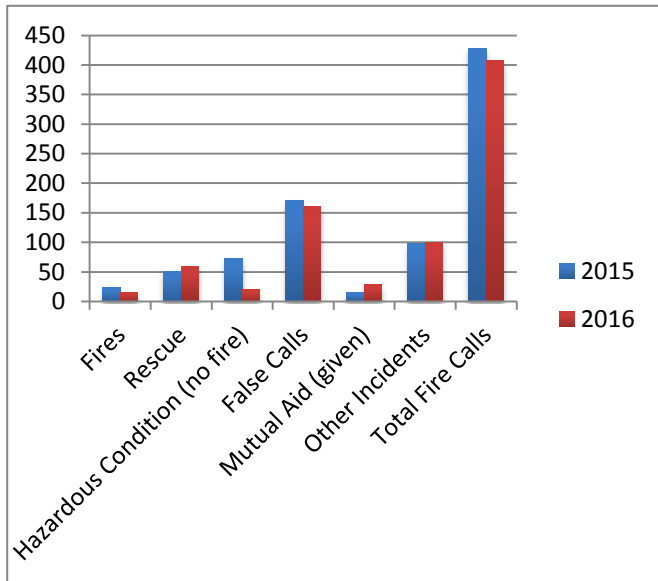
Fire Drills and Lock Down Drills were done at all the public schools, Pingree School, and Gordon Conwell. The schools are required to do four fire drills per year, two can be a lock down drill.

Our biggest problem is adequate manpower. 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.

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.

Philip W. Stevens, Jr.  
*Fire Chief*



**Emergency Medical Calls**            **463**  
**Total Calls**                                **870**

**FIRE PREVENTION**

- Open Burning Permits – 362
- Agricultural Burning Permits – 3
- Other Permits - 470
- Inspections – 352
- Plan Review – 14
- Public Education – 37
- Fire Drills – 44
- Senior SAFE Program (Smoke/CO Detectors) – 42 homes

**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 127 installations in 2016. There is no charge for the installation.

## HAMILTON FIRE DEPARTMENT 2016

Philip Stevens- *Fire Chief*  
 Raymond Brunet- *Captain/EMT/Fire Inspector*  
 Jared Dolan- *FF/EMT*  
 Robert Wallace- *FF/EMT*  
 Kenneth R. Brand- *Deputy Chief*  
 Mark Goodwin – *Captain/EMT (Retired 9/13)*  
 Joseph Allen – *Lieutenant*  
 Andrew Ellison – *Lieutenant/EMT*  
 David Dolan – *Lieutenant*  
 Robert J. Brown - *FF*  
 Frank Cirinna – *FF*  
 Stephen Collins- *FF(Resigned 10/4)*  
 Daniel Curran – *FF/EMT (Resigned 5/13)*  
 Alexander Dale – *FF/EMT*  
 Jared Dolan – *FF*  
 Kristine Ellis – *FF*  
 Logan Goodwin – *FF (Resigned 8/4)*  
 Ryan Goodwin – *FF/EMT-P*  
 Christian Hassel –*FF/EMT*  
 Brian Hill – *Safety Officer/EMT*  
 Zachary Ingraham – *FF/EMT-P*  
 Scott MacAskill – *FF/EMT-P (Resigned 9/13)*  
 Michael Musticchio – *FF/EMT-P (Resigned 10/26)*  
 Steven McInnis – *FF (Resigned 7/1)*  
 Justin Mullen - *FF*  
 Andre Painchaud – *FF/EMT-P*  
 Lukas Painchaud – *FF*  
 David Raymond- *FF/EMT EMS Coordinator*  
 Thomas Raymond *FF/EMT (Hired 7/1)*  
 Alexander Shaw – *FF*  
 Sarah Spurr – *FF/EMT*  
 Benjamin Tuneburg – *FF*  
 Jerome Frontiero – *Mechanic (Part Time)*  
 Sandra Painchaud – *Photographer*  
 Kevin Baird – *Chaplain*  
 Glenn Preston – *Instructor*  
 Kenneth Shedden - *Instructor*  
 Charles Brett – *Building Inspector*

BRUSH FIRE – Cutler Road



DUMPSTER FIRE – Berrywood Lane



PUMP TESTING





## Emergency Management

Emergency Management is based on preparedness. We are required to have Community Assessment Plans, Hazard Mitigation Plans, and Comprehensive Emergency Plans. Our Comprehensive Emergency Plan was accepted by The Massachusetts Emergency Management Agency (MEMA).

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](http://www.mass.gov/eopss/agencies/mema).

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.

In December we had a Shelter Drill with help from students from the High School. It involved the shelter team, Police, Fire, and the Health Department. Everything went very well.



Edward Seaver has volunteered many hours and has completed an inventory list of all emergency equipment. We have centralized most of this equipment so it is easier to maintain and to have access in an emergency.

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 had an easy winter. We were lucky not to have power outages and other problems.

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*

# Hamilton-Wenham Regional School District

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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:

1. Made significant progress towards the development of PK-12 curriculum documents that clearly define for all stakeholders what students will need to know and be able to do in order to be successful in the HWRSD, including:

a. Developed a set of PK-12 Transfer Goals for each academic discipline according to the *Schooling by Design* Model.

b. Developed a set of PK-12 Overarching Understandings and Overarching Essential Questions for each curricular area.

c. Used developed PK-12 Transfer Goals, Overarching Understandings and Essential Questions to develop cross-curricular PK-12 Transfer Goals and Overarching Understandings and Essential Questions.

2. Implemented a team-based schedule at Miles River Middle School that utilizes time to support the needs of all middle school aged learners.

3. Implemented schedule changes at Hamilton-Wenham Regional High School that maximizes opportunities for teachers to collaborate to improve curriculum, instruction and assessment.

4. Developed a road map for educational program development in the HWRSD based on the options presented in the HWRSD in the Master Plan Document and further refined through the development of Long Term Transfer Goals.

5. Developed a 5 Year Capital Plan to address the HRWSD's current facilities needs and to provide facilities that best support our future model.

### **Priorities for 2017 and beyond:**

1. 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."

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

3. Advocate for a budget that calls for Educational Excellence while being mindful of the fiscal constraints of the communities.

4. Develop an updated version of the Regional Agreement that addresses apportionment and other minor items to present to approval at Town Meeting for spring of 2017.

5. Develop a documented and approved process for regular review and update of the District Policy Manual.

### **HWRSD Improvement Priorities for 2016-2017**

The HWRSD Currently serves 1724 students in grades K-12, 1,114 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 294 Full-Time Equivalent (FTE) Positions. Professional Teaching Staff, 179 total, makes up 60% of these FTEs. Teaching assistants (52 FTE) make up the next largest group, with the remaining 63 positions distributed among administrators, nurses, administrative assistants and custodial/maintenance functions.

The FY17 Total Expenditures Budget was approved by both Hamilton and Wenham Town Meeting for the amount of \$31,279,282. The FY17 Budget is presented in detail on the HWRSD Website: [www.hwschools.net](http://www.hwschools.net).

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

- Angela Reddy 21 Years Teacher Miles River Middle School
- Susan Lucia 23 Years Teacher Cutler Elementary School
- JoAnne Kinnear-Brown 32 Years Teacher Cutler Elementary School

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

## Board of Health

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The Board of Health consists of three members serving three-year terms. Lindle Willnow serves as Chair, Susan Wilfahrt as a member, and our most recent member David Smith was appointed to the Board in October, 2016. 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. Jennifer Gilson was appointed as the Animal Inspector and Anne Jackman was reappointed as Assistant Animal Inspector.

The Board is responsible for implementing and overseeing the laws, policies and regulations of the Town, the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. Responsibilities of the Board of Health include emergency planning, inspections, issuing of permits and licenses for septic installers, septic haulers, 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 continued vaccinating residents during flu season. The Hamilton and Wenham Boards of Health collectively joined together and held four Flu Vaccine Clinics (two for residents and two for high school students) and one shingles clinic. More than 510 residents and students were vaccinated. With the help of nursing students and MRC volunteers, the Health Department's flu clinics

were able to provide immunizations in an efficient and cost-effective manner. The Board continued to vaccinate into the 2016/2017 season as needed.

The Public Health Nurse organized a monthly regional educational meeting of Public Health Nurses on topics related to routine and emergency immunization clinics. The Public Health Nurse in conjunction with the Hamilton Police and Orange Leaf Frozen Yogurt promoted bike helmet safety where 200 school aged children were commended for their use of bicycle helmets and rewarded with frozen yogurt coupons. In April, the Public Health Nurse and Acord Food Pantry organized a diaper drive to assist families in need. It was a huge success.

The Board 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 Manager Director, organized and trained a group of volunteers to open an emergency shelter in Hamilton, should the need arise.

The Board adopted the 2013 Federal Food Code, the FDA Food Voluntary Retail Standards, and applied for an FDA grant to assess our food protection program against the voluntary standard. 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.

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

	2016
Septic Disposal System Construction (New) Plan Review	4
Septic Disposal System Construction (Repair) Plan Review	40
Septic Title 5 Inspection Report Review	118
Septic Construction Inspections	82
Soil Evaluation Inspections	22
Septic Disposal System Installer Licenses	34
Septic Disposal System Hauler Licenses	9
Food/Retail Service Permits	32
Temporary Food/Retail Service Permits	18
Seasonal Food Service Permits	6
Keeping of Animal Permits	62
Stable Permits	62
Wells Permits	7
Swimming Pools Permits	3
Recreational Camps Permits	4
Tobacco Sales Permits	5
Complaints – Housing/Nuisance	9

**Total fees collected in calendar year 2016 were \$43,604.**

HAMILTON BOARD OF HEALTH  
Lindle Willnow, *Chair*  
Susan Wilfahrt  
David Smith



## Eastern Essex District of Veteran's Services

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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
- Assisted Operation Troop Support by sending care packages and personalized letters to deployed troops
- Northshore Veterans Collaborative
- State and Associations Meetings and Trainings
- New accounting software and payroll system

### Priorities for 2017:

- Increase Outreach

### Significant statistics:

#### VA Awarded Benefits:

- Veteran Compensation: 3 Veterans total \$74,868
- Dependency & Indemnity Compensation: 1 widows/widowers total \$19,296
- Total Awards 4 Veterans/Widows/Widowers for \$94,164
- Ch115 Benefits \$23,404

### Personnel Changes and Acknowledgements:

The department is fortunate to have stability in personnel; there has been no personnel change. It is because of the consistency of the employees in the department, we are able to develop relationships and provide superior service to the resident Veterans and their families.

## 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:

- Strong increase in Outreach and SHINE numbers showing a 72% increase over FY'15 in number of people being served at the Senior Center who had used our services previously. SHINE (Serving the Health Information Needs of the Elderly) appointments increased by 23%. There was an overall 53% increase from the previous year with 1,892 seniors being served.
- Total transports for year show a 3% increase over FY'15 (2,364 total transports). Medical transports went down by 40% totaling 1,044 in this area. Non-medical transports (shopping/leisure/work) increased by 128% with a total of 1,320 transports.

- Meals on Wheels delivered and served numbered 2,445 in FY'16 with 1,369 people served a daily congregate lunch at the Senior Center.
- “Upside of Downsizing” seminars held in July and November giving seniors sources for how to make a life change-selling your home, moving to assisted living, sheltering assets, downsizing to a smaller place, moving after 40 years in one space-information every senior and their family need as changes are contemplated.

**The Upside of Downsizing...**  
answers for seniors and their families contemplating a change

**Hamilton Senior Center**  
**Friday, July 15<sup>th</sup>, 10:00 to 1:00 FREE!**

*Is it time for a change?  
Do you want to move closer to loved ones, pay off your mortgage,  
get relief from the burden of upkeep, or just simplify life?  
We can help!*

The decision to move – whether to an independent living community, assisted living community, or nursing home – is only the beginning of what can be a long and challenging journey. Helping someone through this important transition takes research and planning.

**Learn all you need to know about preparing to sell including:**

- ✓ The real estate process and decluttering and staging your home
- ✓ The steps involved in selling your home including inspection
- ✓ Financial and legal options to consider
- ✓ Local senior residential options and the actual move process

**Enjoy a FREE lunch following the program and fun raffle prizes!**  
We have assembled a panel of specialists to answer your questions.

**Speakers will include:**  
Debbie Aminzadeh, J. Barrett & Co.  
Matt Ken-Heritage Law Center  
Alain Vallee Direct Finance Corp  
Jennifer Wall & Martha Sulyak-Simply Staged  
Tracy Wallert CareOne  
Sue Cooke-The Residence at Riverbend  
Stephen Szecskas-Tiger Inspection  
Henry Jensen-Henry Jensen Antiques  
Jon Trone-Travel Moves

**Council on Aging will raffie off a grand prize to all registered participants.**  
RSVP to Mary Beth at 978-468-5595 by July 6<sup>th</sup> to sign up for a FREE lunch, giveaways, raffles and timely topics. (Must be present to win prizes)

**Times**  
10:00-registration  
10:15-panel discussions  
12:00-lunch • 12:30-affle prizes

**Sponsors**

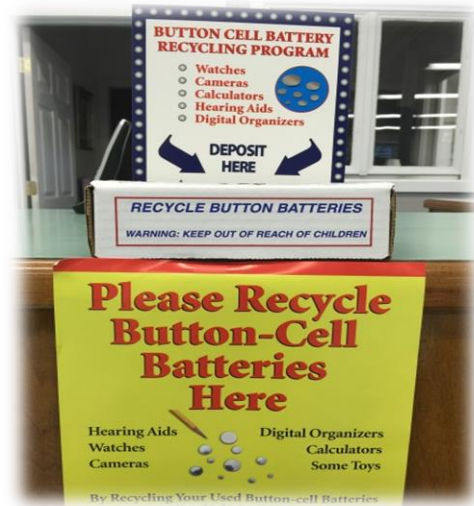
- Continuation of candidate debates at the Senior Center so that residents can query candidates on issues affecting seniors
- Continuation of programs and activities include Cribbage,

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

- The Council on Aging requested funds and received approval from the Community Preservation Committee to place identifying letters on the outside of the Senior Center. Letters were installed on outside of building in the spring.
- Representative Brad Hill sponsored Red Sox Saturday for our seniors late spring. Many of our Red Sox fans came out to cheer them on to victory accompanied by a fabulous BBQ menu courtesy of Rep. Hill.



- Button Cell Battery rebate program started to collect used batteries which would earn the Council on Aging program dollars for recycling efforts.



- Outreach Coordinator completed contact of all 1,893 people in the Town of Hamilton over the age of 60 either through phone, card, home visit and appointment at the Senior Center
- Senior Housing Survey distributed for completion to residents requesting answers and information regarding housing options they would like in Hamilton with survey results made available to Board of Selectmen.
- Smart Financial Strategies seminar discussing estate planning, reverse mortgages and real estate market assessment held at Senior Center for residents looking to determine issues pertaining to "look back" evaluations.

- Seniors enjoyed trips to 9 different venues this year including the World War 2 Museum, narrated tour of Boston, as well as a tour of the Edward M. Kennedy Institute.
- New weight-loss program started at the Senior Center on Friday mornings called T.O.P.S., Taking Off Pounds Sensibly.
- Council on Aging partnered with the ACORD Food Pantry to provide free fresh produce to seniors at Open House Wednesdays during the summer.

Respectfully submitted,

Mary Beth Lawton  
*Director, Hamilton Council on Aging*

## Hamilton-Wenham Public 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 2016, the library circulated 231,529 items. Our meeting rooms (including some programs that were offered offsite) were used by community groups and library programs a total of 1,897 times. The library offered 445 adult programs, 121 young adult programs, and 383 children's programs. Our reference department answered 16,320 reference questions and our study rooms were used a total of 2,352 times. 701 new cards were issued this year. Our Overdrive downloadable e-book and audio book circulation increased from 1,433 in 2011 to 7,224 in 2016.

### **Our 2016 accomplishments included:**

- Launching a telescope lending program
- Winning the State Teen Video Challenge
- Adding a new wireless access point to solve connectivity issues

- Adding nine new public computers and three printers
- Working with the Friends of the Library to beautify the library grounds
- Working with volunteers to plant three new trees on library grounds
- Adding the 66 disc collection of *Times Past* Historical DVDs to the Internet Archive
- Expanding MakerBot 3-D Printer workshops and e-book offerings
- Visiting classrooms and hosting school field trips
- Adding two book groups: "Speculative Tuesdays" and a Cookbook group
- Leading a summer reading program with 1,137 children participating
- Adding shelving to the growing large print section of the library

### **Our 2017 goals include:**

- Migrating successfully from Evergreen to Symphony, our new Integrated Library System
- Improving access on the library's website to all our electronic resources
- Expanding community and interdepartmental partnerships to promote literacy and education
- Responsibly removing from the library all obsolete library technology equipment



In 2016, we said a sad good-bye to Library Assistants Katie Arey and Allison Hunt and welcomed Melissa Griffiths and Christine Burns. Current Library Staff are:

Jan Dempsey, Library Director;  
 Rob Pondelli, Assistant Director;  
 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 Dziewit, 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;  
 Rebecca Shea, Adult Services Librarian;  
 Stephanie Smith, Library Assistant.

Our Library Pages are Mark Baumeister, Lucy Huang, Josh Hunt, Ewa Klopetek, and Barbara Morrell.

We thank our dedicated volunteers who assist in all library departments. Current Library Trustees are Patricia Purdy, Chair; Judy Bubriski; Julie Clay, Vice-Chair and Secretary; Gwen Holt, Liaison to the Friends; Nichole Gray and Margaret Whittaker.

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 Stacy Hughes and Christine Mulvehill purchased supplies for the 3-D printer, a new projection screen for the Children's Programming Room, and sponsored two speakers for our 2016 Community Read: Dr. Robert Brooks and Gary D. Schmidt. The Friends also

provided the funds to add plants for a pollinator garden and to maintain the newly planted beds. The Friends held three successful book sales in 2016 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, 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 2016, patrons reserved museum passes 1,525 times. To learn more, visit the Friends' website at [www.friendsofhwlibrary.org](http://www.friendsofhwlibrary.org).

In 2016 the library continued to offer *Grzimek's Animal Life Encyclopedia* in print and online, the online *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](http://www.hwlibrary.org). Patrons can order library materials from home through the Evergreen software 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*, 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. Thank you for participating in our 2016 *Readers are Leaders* reading challenge. We encourage everyone to sign up for a library card and visit the library often in 2017.

Respectfully submitted,

Jan Dempsey  
*Library Director*

## Joint Board of Library Trustees of Hamilton & Wenham

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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 2016:

- Promoted literacy with “Readers are Leaders” interdepartmental collaboration between Hamilton and Wenham
- Hosted a Massachusetts Board of Library Commissioners Trustee Orientation
- Participated in Wenham’s Citizens Leadership Academy which educated the public about the role of the library trustee
- Worked with Hamilton and Wenham to navigate the 2016 National Election polling location change
- Announced with pride that two library staff members are attending Simmons College for their Master in Library Science degrees

Priorities for 2017:

- Continue to promote citizens’ awareness of the role of the public library trustee
- Increase public knowledge of all library services
- Prioritize continuing education for library trustees on how libraries are evolving

Significant statistics:

In FY16, the Library received:  
 \$3,061 in trust fund income  
 \$7,027 in monetary gifts  
 \$21,015 in State Aid  
 \$1,090 from the Cultural Council for Summer Family Programs  
 Trust Fund Income is used for library materials, staff development and upkeep of the Children’s Room aquarium. State Aid funds were used in FY16 for software and the subscription to *Universal Class*, and other information technology needs as well as new chairs for the children’s room. Library materials and a lending telescope were purchased with Gift Funds.

Respectfully submitted,

*Patricia K. Purdy, Chair*  
*Judith H. Bubriski*  
*Julie Clay, Vice-Chair and Secretary*  
*Gwen Holt, Liaison to the Friends*  
*Nichole Gray*  
*Margaret Whittaker*

# Hamilton-Wenham Recreational 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.

- Offered residents seasonal programming and activities including health and wellness, exercise and sport, and enrichment classes. Some of our new programs this year included a High School athlete conditioning program, CPR and First Aid classes, dance classes, and an adult yoga class.
- Finished construction on the new Veterans Memorial Pool at Patton Park which is set to open in the summer of 2017



- Awarded CPA funding for the design and engineering for the renovation of the High School Athletic Complex

- Co-sponsored the Summer Block Party which included a fireworks show to end the evening.
- Sponsored Pumpkin Fest which brings together families from both communities to enjoy a day of pumpkin carving, arts and crafts, and costume parade, where children walk through downtown and trick or treat at local businesses.



- New Dugouts were generously donated by Little League at both the Pingree and Patton Park Baseball Diamonds.
- Two sets of bleachers purchased with Hamilton CPA funds were erected at the Large Diamond at Patton Park.
- Continue to provide support to both the Hamilton and Wenham DPW for field and facilities maintenance

## The priorities for 2017

- Have a successful first summer at the pool, which will include camp swim times, family memberships, swim team, and swim lessons.
- Replacement of the Pingree Park Playground
- Continue to add different types of recreational programs for our residents.
- Work with the Hamilton and Wenham DPW on athletic field and facility maintenance programs.
- Increase participation in our programs by 15%

This past calendar year our department saw a *20% increase* in our overall program participation, with a *18% increase* in our Summer Camp Program. This is a continuation of the trend the last few years which has seen our department increase in both participation as well as program revenue.

### Recreation Committee

*Steve Ozahowski – Chair*

*Denis Curran*

*John Cusolito*

*Len Dolan*

*Reggie Maidment*

*Brad Tilley*



# Community Preservation

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## Community Preservation Act Approved Projects Approved at the April 2, 2016 Annual Town Meeting

**Project:** Design of the Field Renovation at Hamilton Wenham Regional High School  
**Applicant:** Recreation Board  
**Cost:** \$47,647  
**CPA Purpose:** Open Space and Recreation  
**Project Description:** To fund the design of the field renovation at Hamilton Wenham Regional High School.

**Project:** Winthrop School Playground  
**Applicant:** Friends of Winthrop Parental Support Group – Operation Playground  
**Cost:** \$25,000  
**CPA Purpose:** Open Space and Recreation  
**Project Description:** To fund the construction of a playground at the Winthrop School.

**Project:** Donovan Playing Fields Bond Payment  
**Cost:** \$44,600  
**CPA Purpose:** Open Space and Recreation  
**Project Description:** To fund the debt service for the Donovan Acquisition (\$40,000 in principal and \$4,600 in interest).

**Project:** Sagamore Conservation Project Bond Payment  
**Applicant:** Essex County Greenbelt Association  
**Cost:** \$110,000  
**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:** \$49,288  
**CPA Purpose:** Historic Preservation  
**Project Description:** To appropriate an estimated \$49,288 for the required set aside for future historic preservation projects.

**Project:** Hamilton Affordable Housing Trust  
**Applicant:** Hamilton Affordable Housing Trust  
**Cost:** \$250,000  
**CPA Purpose:** Community Housing  
**Project Description:** To fund the creation of affordable housing through the Affordable Housing Trust.

**Project:** CPA Administration  
**Cost:** \$24,644  
**CPA Purpose:** Administration  
**Project Description:** To fund administration costs up to 5% of CPA revenues

**Community Preservation Act  
Approved Projects  
Approved at the October 22, 2016  
Special Town Meeting**

**Project:** Patton  
Homestead Preservation Project  
**Cost:** \$45,000  
**CPA Purpose:** Historic  
Preservation  
**Project Description:** To fund the reconstruction of the roof and dormer repair

# Conservation Commission

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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. The Commission also seeks to fulfill 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 and holds site walks to evaluate the conditions at the 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 holds another site walk 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 open public meetings to review and analyze all the various applications for permits, the Commission, through their Coordinator, may on any given day do any or all of the following:

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

## **2016 Noteworthy Events:**

- Commission noted with sadness the passing of Commissioner Stacy Carpenter.
- Commission recommended, and the Board of Selectmen appointed, Tom Myers to the Commission.
- Commission appointed Chris Currier to the Community Preservation Committee.

- Commission re-appointed members to the Hamilton Open Space Committee (OSC).
- Commission discussed options for open space preservation and passive recreation at the 9.1 acres of Open Space Land under their authority adjacent to the Patton Ridge development and the Patton Homestead..
- Commission voted to approve several Conservation Restrictions abutting the Sagamore Hill land acquisition project.
- Commissioners attended the annual MACC Conference in Worcester in March 2016.

Members and Staff as of February 2017  
(Term Expiration June 30 of year indicated)

**Richard Luongo, Chair (2018)**

Virginia Cookson (2019)

Robert Cronin (2019)

Chris Currier (2018)

Keith Glidden (2017)

George Tarr (2017)

John Rhoads (associate member)

John Hendrickson (associate member)

James Hankin, *Coordinator*

**2016 Filings and Other Regulatory Decisions**

9 Requests for Determination  
 3 Orders of Conditions and Orders of Resource Area Delineation  
 3 Enforcement Orders and Violation Notices  
 5 Certificates of Compliance  
 1 Amended Order of Conditions  
 1 Extension of Orders of Conditions  
 1 Order of Conditions Denial

**Education Program**

The Commission funded an Environmental Education program for the students in the elementary grade levels in the Hamilton-Wenham Regional School District. The program is designed and run by the Massachusetts Audubon Society and it is subject to in-depth review and amendment by the Commission annually. The Commission continues to enthusiastically support and promote this program.

## Inspections

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2016 was a year of change and loss for the Hamilton Inspectional Services Department.

Charles (Charlie) Brett continues to serve the Town as Building Commissioner and Zoning Code Enforcement Officer.

Michael Twomey served as the primary Plumbing & Gas Inspector during 2016 but retired after working for the Town of Hamilton 32 years. Michael was highly regarded by his colleagues and the citizens of Hamilton. As Mr. Twomey departed the Town engaged Kevin Dash as he possesses the experience, qualifications and a high level of professionalism to be the new Town of Hamilton Plumbing & Gas Inspector.

Leonard Rose is the Sealer of Weights and Measure for the Town of Hamilton.

Deborah (Deb) Paskowski, Administrative Assistant for the Inspectional Services Department, passed away in early November of 2016. Deb was a much loved member of the community and a friend to many of her colleagues and citizens of Hamilton. Deb worked for the Town for 26 years. She will be missed by all.

320 building permits were issued in 2016, the total cost of the work done was \$15,132,464.53, and \$112,490.75 was collected in application fees.

All Inspectors work for the Town on a part-time basis and do not hold office hours. However, the Inspectors are always accessible to discuss projects or answer questions. You may contact the office to schedule an appointment. Building & Wiring Inspections are done on Tuesdays and Thursday. Plumbing & Gas Fitting Inspections are conducted throughout the week. Please contact the office for further instructions for scheduling an inspection.

All application forms may be found on the Town web site: [hamiltonma.gov](http://hamiltonma.gov) or by visiting the Town Hall.

The office phone number is: 978-626-5250 and the email address is: [permitting@hamiltonma.gov](mailto:permitting@hamiltonma.gov).



## Hamilton Planning Board

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Members of the Hamilton Planning Board in 2016 included Jeffrey Melick, Chairman; Brian Stein, Clerk; Peter Clark; Edwin Howard; Rick Mitchell; Claudia Woods; and Matthew T Byrne; Bill Olson, Associate Member who became a full member during the year; and Richard Boroff, Associate Member.

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. Through much of the year the Planning Board met and reviewed many drafts of proposed revisions to the Zoning By-Law.

Throughout 2016 Planning & Inspections Director, Patrick Reffett assisted the Planning Board.

During 2016 the Hamilton Planning Board held twenty-two (22) regular meetings, and two (2) joint meetings with the Hamilton Affordable Housing Trust to discuss the creation and potential siting of possible 40B projects within Hamilton.

An important change in land use planning occurred in 2016 after a number of prior attempts. At a Special Town Meeting on July 5, 2016 Town

Citizens voted to change the permit granting authority for Site Plan Review from the Zoning Board of Appeals to the Planning Board. The Planning Board is the entity responsible for review and permitting of applicable projects.

### **Regulatory Actions by the Hamilton Planning Board in 2016**

The range of regulatory applications and reviews that come before the Planning Board include as discussed above Site Plan Review for advisory opinions (prior to Town Meeting vote to change the Permit Granting Authority), Site Plan Review *after* Town Meeting vote which made the Planning Board the Permit Granting Authority; Approval Not Required (ANR) applications; Subdivisions; and Special Permits.

**Site Plan Reviews** - The Planning Board provided input to the Zoning Board of Appeals relative to two Site Plan Reviews and provided official Planning Board recommendations relative to each application. After July 5, 2016 the Board reviewed one application requesting a Site Plan Review.

1. 248 Bay Road – The Planning Board supplied a positive recommendation to the ZBA

approving a mixed use project upon the subject property.

2. 308 Bay Road – The Planning Board voted to approve an Abbreviated Site Plan Review for a project which entailed adding two bleachers at the Hamilton-Wenham Little League Field.
3. 650 Asbury - The Board began reviewing an application for a gravel parking lot that the Town proposed for the Patton Homestead property which would be used for event related uses.

**Form A - Approval Not Required (ANR) Reviews** – The Planning Board reviewed two Form A – ANR Reviews during 2016. Properties included:

1. 21 Harris Street (applicant withdrawal)
2. 2, 4 Reinhalter Lane, 34 Miles River Road - approved

**Pre-Application Conferences** – The Planning Board conducted one such conference during 2015 which was for 434 Asbury Street - Cell Tower Special Permit Project.

**Special Permit Applications** – Two projects pursued and received a Special Permit from the Planning Board during 2016. The Canter Brook Senior Housing Special Permit Project also included an associated Stormwater

Management Special Permit application.

These include:

1. 354 Highland Street – Canter Brook Senior Housing Special Permit (began 2015)
2. 434 Asbury Street – Cell Tower Special Permit

### **Planning Board Legislative Actions**

The Planning Board worked diligently throughout the year pursuing changes to the Zoning Bylaw and delivery of zoning administration.

The Planning Board supported an article that originated with the Hamilton Development Corporation (HDC) in Annual Town meeting to allow for mixed use within the Downtown Business District allowing multi-unit residential within the district. Previously only single family residential units were allowed by the Zoning Bylaw. Town meeting members approved the amendment.

The major focus by the Board in 2016 however, was a revision of the existing Zoning Bylaw which was intended to keep existing By-Law substance but make appropriate changes based on changes to state zoning law, changes based upon zoning case law and changes based upon Federal law which were applicable to zoning. The Board and the Town’s consultant met for many work sessions on bylaw text over the year (and year prior also) culminating in a positive Town meeting vote at Special Fall Town meeting on

October 22, 2016. As of this writing the Massachusetts Attorney General's office is still reviewing the lengthy document.

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 addition to improving the Zoning Bylaw, the Planning Board sought to assist the Town in advancing affordable housing. They hosted and participated in an All Boards meeting on May 25, 2016 and were part of a joint meeting with the Hamilton Affordable Housing Trust in the fall to review specific sites and their potential applicability to accommodate the creation and siting of affordable housing.

The Planning Board researched and began discussions about a new Cottage Housing Bylaw and invited input from local architects and builders regarding its applicability for affordable housing.

In the fall, the Planning Board began discussions regarding possible violations of Special Permit at 227 Willow Street. The Board determined that the building under construction was not the building as presented to the Planning Board at the time it approved a Special Permit. The Board agreed to request a Cease and Desist from the Building Inspector.

Respectfully submitted,

Claudia Woods

*Chairman*

## Zoning Board of Appeals

The Zoning Board of Appeals heard a total of fifteen (15) petitions in 2016. A summary of the Board's actions are as noted below:

(1)Petition for Extension/Alteration of a Non-Conforming Structure:		Granted with Conditions
(1) Petition for Abbreviated Site Plan Review:		Site Plan Approved
(1) Petition for Site Plan Review:		Granted with Conditions
(1) Petition for Variance:		Granted with Conditions
(1) Appeal of Decision of Zoning Enforcement Officer		Withdrawn
(1) Special Permit for Accessory Apartment on Large Lot Special Permit Granted		
(1) Special Permit for Accessory Apartment		Special Permit Granted
(1) Special Permit for Temporary Living Area		Special Permit Granted
(2) Amendments to a Comprehensive Permit		Amendments Granted
(1) Comprehensive Permit		Granted with Conditions
(1) Variance Request - Side lot line		Granted
(2) Variance Requests		Withdrawn w/o Prejudice
(1) Amendment to Site Plan Approved		Amended Site Plan

Respectfully submitted,

WILLIAM F. BOWLER

*Chairman*

## 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.

In December, Tim Olson was hired as the DPW Director. Tim brings over 10 years of municipal engineering and management experience to the position.

During FY16, the DPW worked on the following projects and operations:

- The Town hired a new DPW Director Timothy Olson, in December 2016.
- The Bridge Street culvert replacement is underway. Construction is scheduled to be completed in the spring of 2017.



- Chapter 90 local aid funding was used for roadway maintenance, repairs, and re-paving of Goodhue Street, Gardner Street, and Sagamore Street.
- Construction of the capping of the Hamilton Landfill began last year and was completed in June 2016. On-site monitoring of the landfill will continue to confirm establishment of seed and to maintain permit compliance.



- Grass cutting and grounds maintenance continue to be the two primary work operations at the town's parks and cemetery. The DPW has also been performing grounds maintenance work at the HWSD schools in partnership with the Wenham DPW staff.
- 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 John Deere Loader with bucket, forks, and plow.





- The Department completed Phase II of a multi-year effort in replacing aged water mains funded by bond authorization at 2012 and 2015 Annual Town Meeting.

Respectfully submitted,

Timothy Olson,  
*DPW Director*

- DPW administered the assisted with the paving of the parking lot at the new Patton Park pool.
- 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.
- The water treatment plant and well fields continued to provide good quality and necessary volumes of water to the community during the drought period.
- Filter media and chemical usages at the water plant continue to be monitored and the plant is expected to be reviewed for possible improvements in equipment and methods to optimize plant operations in the next years.
- The water department continues the implement the remote/radio read program which is intended to save the Town man hours and provide more accurate water usage readings.

## Energy Manager

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 Manager 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 2016. A brief summary of each project is presented under each project heading below.

### **Manage Measurement & Verification**

**Phase of ESCo Project:** In 2016, the Energy Manager worked 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 underperformed, 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 2016, and continues to protect the Town's best interest as the project moves forward through the 12-year contract period.

### **Streetlight Conversion to LED:**

The Town received a Green Communities grant in 2013 to retrofit all Town-owned streetlights to LED. The project reached substantial completion in October 2015, although National Grid continued to bill the Town as if the retrofit was not complete. In 2016, the Energy Manager facilitated correction of the National Grid bills to reflect Town ownership of the lights and the new

LED fixtures. The Energy Manager also worked to collect the \$37,000 utility incentive payment from National Grid, which went directly to offset the Town-share cost of the project. The project will yield an estimated \$25,000 annually in savings on electricity and maintenance costs.

**Land-Based Solar on Capped Landfill:**

The Town completed the cap on the Chebacco Road landfill in 2015, positioning the site for development of a land-based solar PV array. The Town applied for and received a Municipal Energy Technical Assistance (META) grant through the Massachusetts Department of Energy Resources (DOER) in June, 2015 to help fund professional consulting services for this project. Subsequently the Town retained Cadmus Group as an Owner's Agent developed a Request for Qualifications (RFQ) for the project. The RFQ was released in July 2016 and the Town received two responses in August 2016. Interviews were held with the two respondents in September, 2016 and in December, 2016 the Town signed a Notice of Intent to partner with Ameresco, Inc. on the project. Ameresco immediately started work on project development including correspondence with permitting agencies and preparation of an interconnection application to National Grid.

**Behavior-Based Energy Reduction Program (Schools):**

The Town of Hamilton, along with three other

municipalities and the MAPC, received a grant through the Massachusetts Clean Energy Center (MassCEC) in January 2015 to hire a consultant to initiate and facilitate a Behavior-based Energy Reduction Program (Program) in local schools. The program tasks included (1) Engaging stakeholders, (2) Developing, implementing, and evaluating a pilot project in the Hamilton Wenham Regional School District (HWRSD), and (3) Producing a plan for a context-specific, short- and long-term implementation of a behavior-based energy reduction program in the District. The Energy Manager and the consulting team worked with HWRSD to identify the Winthrop School as a participant in the Program. This project reached substantial completion in August, 2016 with submittal of an Implementation Plan by the consulting team to HWRSD.

**High School / Middle School EMS Upgrade (Schools):**

The Town was awarded a grant in August 2015 for a Technical Audit Study (TA Study) through National Grid for examination of the existing controls system at the High School / Middle School Complex. The TA Study was completed by Nexant, Inc. in February 2016. The Energy Manager reviewed the report, met extensively with the HWRSD Facilities Department and National Grid, and prepared two Green Communities Competitive Grant Applications in March 2016, one for Hamilton and one for Wenham, to fund the entire project. The grants were awarded in June, 2016 in the total

amount of \$500,000. The Energy Manager met with HWRSD officials in the fall of 2016 to develop a project roadmap beginning with procurement. A draft Designer Selection RFQ for the project has been developed and is currently under internal review. The project is scheduled to be complete by June 30, 2018.

**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.

**Community Energy Aggregation:** In the fall of 2015, the Board of Selectmen along with the Hamilton Town Manager expressed an interest in researching Community Energy Aggregation (CEA) for the Town of Hamilton. The Energy Manager was charged with leading the effort. After researching nearby municipalities who have recently engaged in CEA agreements (Swampscott, Salem, Melrose) and researching efforts by the Metropolitan Area Planning Council (MAPC) related to CEA, the Energy Manager attended a kickoff workshop hosted by MAPC in February 2016. The kickoff workshop

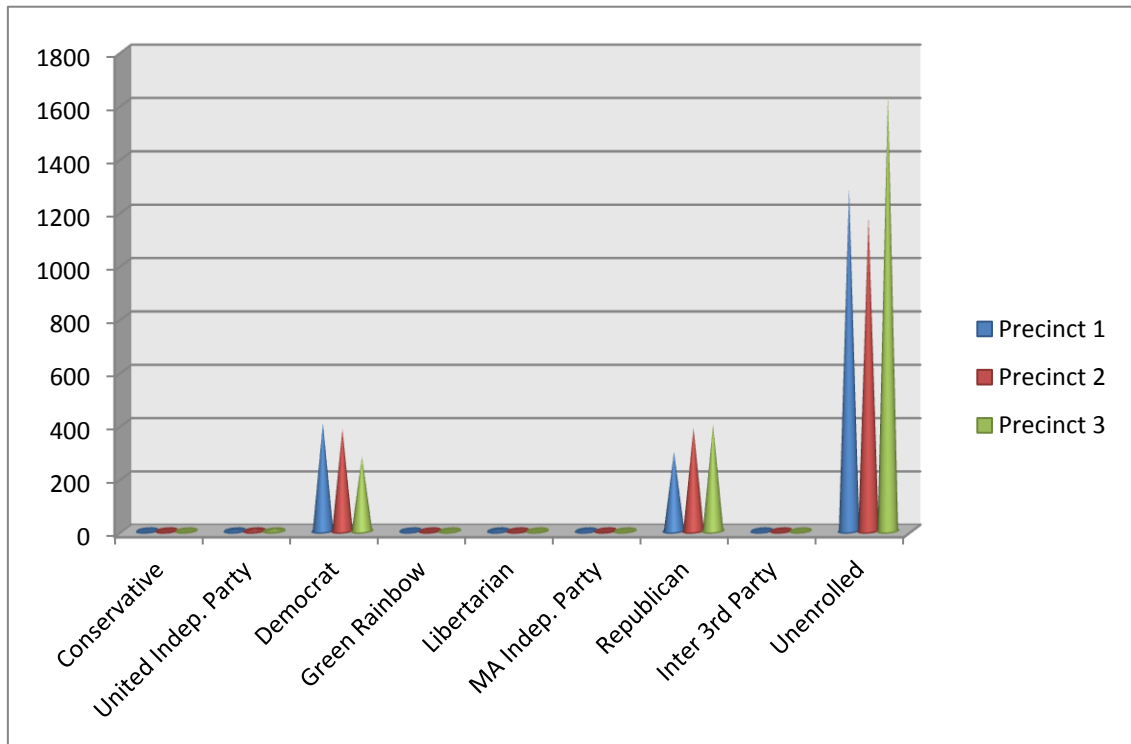
detailed MAPC's recent agreement with Good Energy to provide CEA consulting services to all MAPC member communities. Later in February, 2016 Hamilton Town Counsel drafted a Town Meeting warrant article, required to start the process of CEA, and on February 22, 2016 the Energy Manager attended the Board of Selectmen's meeting to present the article and describe what CEA can do for Hamilton residents. The presentation was well received, and the article was approved at Town Meeting in April. The Town signed an agreement with Good Energy on June 5, 2016 for energy management services associated with CEA. A Public Hearing on the Town's Energy Aggregation Plan was held on Monday, July 25 with the Board of Selectmen, closing the public comment period. The Energy Aggregation Plan (Plan) was submitted to DOER and the Energy Manager attended a consultation meeting on October 25, 2016 on the Plan. DOER approved the Plan and it was sent to DPU for final approval. On February 15, 2017 the DPU held a public hearing on the Plan where the Plan was well received. The Town is currently waiting for the DPU Commissioners to issue an order approving the Plan.

Respectfully submitted,

Victoria Masone  
*Energy Manager*

# Presidential Primary Election

**Tuesday, March 1, 2016  
At  
Winthrop School, Hamilton, MA**



There were **2,898** ballots cast (52% of total voters) as follows:

**Precinct 1 -- 1086**

**Precinct 2 -- 1031**

**Precinct 3 -- 781**



**DEMOCRATIC PARTY**

Presidential Primary

Town of Hamilton

**March 1, 2016**

Precinct 1 600

Precinct 2 540

Precinct 3 414

**TOTAL 1554**

52%

**OFFICIAL**

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Total
<b>Presidential Preference</b>				
Blanks	0	1	0	1
Bernie Sanders	360	277	204	841
Martin O'Malley	3	2	1	6
Hillary Clinton	232	256	206	694
Roque "Rocky" De La Fuente	1	1	0	2
No Preference	3	3	1	7
Write-ins	1	0	2	3
<b>State Committee Man</b>				
Blanks	493	436	345	1274
Thomas E. Lawnsby	21	10	15	46
Write-ins	86	94	54	234
<b>State Committee Woman</b>				
Blanks	225	204	177	606
Kathleen A. Pasquina	374	332	236	942
Write-ins	1	4	1	6
<b>Town Committee (15)</b>				
Blanks	6265	5367	4331	15963
<b>Group</b>				
Thomas E. Lawnsby	275	273	187	735
Evalyn L. Lawnsby	283	274	194	751
Richard A. Goehlert	252	266	177	695
Patricia A. Goehlert	259	270	186	715
Richard L. Boroff	267	258	184	709
James M. Hankin	268	271	189	728
Peter B. Clark	296	283	207	786
Marguerite T. Clark	285	280	203	768
Harris Krinsky	262	269	172	703
John W. Beveridge	284	264	174	722
Write-ins	4	25	6	35

<b>REPUBLICAN PARTY</b>		Precinct 1	482	
<b>Presidential Primary</b>		Precinct 2	488	
<b>Town of Hamilton</b>		Precinct 3	367	52%
March 1, 2016		<b>TOTAL</b>	<b>1337</b>	<b>OFFICIAL</b>
<b>Candidate Name</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Presidential Preference</b>				
Blanks	0	1	0	<b>1</b>
Jim Gilmore	0	0	0	<b>0</b>
Donald J. Trump	160	162	113	<b>435</b>
Ted Cruz	58	41	35	<b>134</b>
George Pataki	0	0	1	<b>1</b>
Ben Carson	15	3	6	<b>24</b>
Mike Huckabee	2	1	1	<b>4</b>
Rand Paul	2	1	3	<b>6</b>
Carly Fiorina	2	0	1	<b>3</b>
Rick Santorum	0	1	0	<b>1</b>
Chris Christie	2	0	0	<b>2</b>
Marco Rubio	110	128	82	<b>320</b>
Jeb Bush	5	6	5	<b>16</b>
John R. Kasich	123	141	118	<b>382</b>
No Preference	2	2	2	<b>6</b>
Write-ins	1	1	0	<b>2</b>
<b>State Committee Man</b>				
Blanks	121	108	90	<b>319</b>
Lucas J. Noble	217	257	177	<b>651</b>
Lawrence Brennan	143	123	100	<b>366</b>
Write-ins	1	0	0	<b>1</b>
<b>State Committee Woman</b>				
Blanks	108	99	83	<b>290</b>
Angela Q. Hudak	230	229	172	<b>631</b>
Janet A. Vincze	143	160	112	<b>415</b>
Write-ins	1	0	0	<b>1</b>
<b>Town Committee (35)</b>				
Blanks	16838	17030	12789	<b>46657</b>
Group				
Janet M. Aldrich	10	2	4	<b>16</b>
Michael D. Ross	8	2	6	<b>16</b>
Jill J. Chagnon	6	0	0	<b>6</b>
Write-ins	8	46	46	<b>100</b>

Candidate Name	Precinct			Total
	Precinct 1	2	Precinct 3	
<b>GREEN RAINBOW</b>	Precinct 1	3		
<b>Presidential Primary</b>	Precinct 2	1		
<b>Town of Hamilton</b>	Precinct 3	0		52%
March 1, 2016	TOTAL	4		<b>OFFICIAL</b>
<b>Presidential Preference</b>				
Blanks	0	0	0	0
Sedinam Kinamo Christin Moyowasifza Curry	0	0	0	0
Jill Stein	1	0	0	1
William P. Kreml	0	0	0	0
Kent Mesplay	0	0	0	0
Darryl Cherney	1	0	0	1
No Preference	1	0	0	1
Write-ins	0	1	0	1
<b>State Committee Man</b>				
Blanks	2	1	0	3
Write-ins	1	0	0	1
<b>State Committee Woman</b>				
Blanks	2	1	0	3
Write-ins	1	0	0	1
<b>Town Committee (10)</b>				
Blanks	30	10	0	40
Write-ins	0	0	0	0

Candidate Name	Precinct			Total
	Precinct 1	2	Precinct 3	
<b>United Independent Party</b>				
Precinct 1		1		
<b>Presidential Primary</b>	Precinct 2		2	
<b>Town of Hamilton</b>	Precinct 3		0	52%
March 1, 2016	TOTAL		<b>3</b>	<b>OFFICIAL</b>
<b>Presidential Preference</b>				
Blanks	0	0	0	<b>0</b>
No Preference	0	1	0	<b>1</b>
Write-ins	1	1	0	<b>2</b>
<b>State Committee Man</b>				
Blanks	1	2	0	<b>3</b>
Write-ins	0	0	0	<b>0</b>
<b>State Committee Woman</b>				
Blanks	1	2	0	<b>3</b>
Write-ins	0	0	0	<b>0</b>
<b>Town Committee (10)</b>				
Blanks	10	20	0	<b>30</b>
Write-ins	0	0	0	<b>0</b>

The Polls were closed by Town Clerk Andrea J. Carlson at 8:00 PM. The results were posted at 8:30 PM.

A TRUE COPY: ATTEST:

\_\_\_\_\_  
Andrea J. Carlson

*Town Clerk*

# Annual Town Meeting

Held April 2, 2016

Hamilton-Wenham Regional

High School

At the close of registration on March 11, 2016 there were 5653 registered voters.

**Precinct 1 – 74**

**Precinct 2 – 81**

**Precinct 3 – 78**

David S. Carey                      8 Arabian Way  
*Assistant Moderator*

Darcy C. Dale            58 Woodbury Street  
*Section 1, 2 & Head Table*

Stephen A. Walsh    17 Hedding Avenue  
*Section 1, 2 & Head Table*

Katie M. Dale            58 Woodbury Street  
*Section 3 & 4*

Phillips B. Stearns    175 Linden Street  
*Section 3 & 4*

William F. Sullivan 66 Woodbury Street  
*Section 5 & Overflow*

Raymond V. Desroches 306 Moulton Street  
*Section 5 & Overflow*

Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Annual Town Meeting at 9:09 A.M. with 233 voters checked and present.

## ***Pledge of Allegiance***

The Moderator 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. Members of the press [and the video crew] have also been allowed to be present. I remind those allowed here to do nothing which may influence the counting of a vote. All other non-registered visitors must be seated in the visitors' area.

Another procedural note, we record these proceedings so as to have an accurate record of the meeting and to help everybody know who is speaking and hear what is said. Therefore please use the microphones provided and, unless I recognize you by name, please give your name and address when you address the moderator.

The Moderator recognized the Town officials.

An announcement as to Holds. Some of our motions will include a listing of items that will be voted on as a group unless a voter shouts HOLD on the item. When there is a shouted HOLD during the reading of a list for consideration by the meeting, I may condition acceptance of the Hold on



obtaining the identity of the voter requesting the Hold. This information is for the minutes of the meeting and to save meeting time when a held item is considered later in the meeting. If I am unable to identify a voter requesting a Hold, I may disregard such purported action for a Hold.

All registered voters have been given a distinctive voter ID card when checking into the meeting. You will need to show the card on any counted vote. If you cannot show the card, your vote will not be counted.

The Moderator recognized Scott Maddern, Chairman of the Board of Selectmen, who gave preliminary remarks (see attached document). Also, Shawn Farrell, Selectman, who asked residents to participate in an upcoming community survey. As well as Rick Sprenkle, Chairman of the Finance and Advisory Committee, who summarized the FY'17 budget including OPEB funding, need to change fee structure for waste enterprise to make fund self-sustaining, HWRSD actual costs are on budget, and increases in expenses for the Town including COLA, healthcare insurance, and retirement.

The Moderator recognized HWRSD Superintendent of Schools Michael Harvey who gave an update on the level service budget including primary drivers on increases such as COLA, salary steps for teachers, retirement costs, out of district tuition, and need to replace hot water system at the HWRHS/MRMS campus. He noted that a \$70,000 savings has been realized related to staff replacement with

rehiring at a lower rate and 4 FTEs were cut saving \$187,000 relative to declining enrollment in the school district. There has been a 1.1% increase in the school district's budget in four years. Also mentioned was shift of students from Hamilton (20 fewer a year) to Wenham (gaining 10 students a year). From 2011 to 2013 the school district's enrollment decreased by 91 students and staff positions were reduced as a result. Items included in the HWRSD's 5 year capital plan are iPad scholarships, ventilation system for server, and the replacement of smart boards.

The Moderator announced that she would describe when there were not unanimous votes for favorable recommendation on articles by the Town boards and committees.

## **SECTION 1: ELECTIONS, REPORTS, PROCEDURES**

### **ARTICLE 2016/4 1-1 Election of Officers and Ballot Question**

The Moderator read: The vote on Article 1-1 is by ballot on Thursday, April 7, 2016 at the Winthrop School when the polls will open at 7:00 a.m. and close at 8:00 p.m. to elect the following Town and School District Officers:

***Town Moderator for one year***

***Two Selectmen for three years***

***Assessor for three years***

***Planning Board for three years***

***One member of Hamilton Housing Authority for five years and one member for one year (to fill an unexpired term)***

***Hamilton-Wenham Public Library Trustee for three years***

***Three members of the Hamilton-Wenham Regional School Committee for three years and one member for one year (to fill an unexpired term)***

### **ARTICLE 2016/4 1-2      **Reports****

Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the reports of Town Officers and committees be received and placed on file.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

\*\*\*\*\*

### **ARTICLE 2016/4 1-3      **Article for Consent Motion****

The Moderator read: The list of Articles to be taken up and voted on as one motion. The motions appear on the Motions List, which was handed out at check in. Hold up your voter card to identify a 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 - that the Town amend the Personnel By-law by adopting changes to the classification and compensation table as set forth in Appendix A to the 2016 Appendix Book.

2-4            Water Enterprise Budget - that the Town approve \$1,726,758.00 for the FY 17 Water Enterprise Budget as set forth in Appendix D to the 2016 Appendix Book.

2-5            Waste Reduction Enterprise Budget - that the Town approve \$389,171.00 for the FY 17 Waste Reduction Enterprise Budget as set forth in Appendix E to the 2016 Appendix Book.

2-6            Annual Financial Actions - that the Town authorizes the following financial transfers:

A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes;

B. To transfer \$217 from the Clark Property Fund to the Conservation Fund;

C. To transfer \$414,489 from the Water Enterprise Fund to the General Fund to be used for indirect expenses and debt;

D. To transfer \$329,302 from the General Fund to the Waste Reduction

Enterprise Fund to be used for solid waste expenses.

2-10 OPEB Trust Fund - that the Town raise and appropriate \$75,000 for deposit in the Other Post-Employment Benefits Liability Trust Fund.

4-1 Amend Council on Aging By-Law - that the Town amend the Town By-laws Chapter XXXIII, "Council on Aging By-law" by deleting the current language and replacing it in its entirety with the language set forth in Appendix I of the 2016 Appendix Book.

There were no HOLDS.

Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the numbered Motions as set forth in Proposed Consent Motions List for this 2016 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 approved by one vote, each motion to be deemed a separate action under the Warrant Article having the same corresponding number.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

\*\*\*\*\*

**SECTION 2: FINANCIAL ACTIONS**

**ARTICLE 2016/4 2-1 Prior Year Bills**

The Moderator noted that this article needs a 4/5ths vote and recognized Rick Sprenkle. Moved by Rick Sprenkle, duly seconded, Chairman Finance & Advisory Committee, that the Town appropriate from available funds \$3,844.03 to pay in FY'17 expenses incurred in prior years.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

\*\*\*\*\*

**ARTICLE 2016/4 2-2 Compensation - Classification Table**

*This article passed with the Consent Motion* that the Town amend the Personnel By-law by adopting changes to the classification and compensation table as set forth in Appendix A to the 2016 Appendix Book.

\*\*\*\*\*

**ARTICLE 2016/4 2-3      General**  
**Town Departmental Appropriations**

The 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 as Appendix B to the 2016 Appendix Book. The approved school budget appears as Appendix C to the 2016 Appendix Book. She noted that the Finance & Advisory Committee voted unanimously to recommend favorable action on this article and the Board of Selectmen voted 4-1 in favor.

The Moderator read: Each appropriation and for any item and there were no HOLDs.

**\$1,980,624 for General Town Government**

**\$176,000 for Personnel Contract/Reserve**

**\$232,265 for Capital Spending**

**\$2,649,428 for Public Safety**

**\$16,837,972 for Hamilton-Wenham Regional School District**

**\$236,766 for Essex North Shore Agricultural & Technical School District**

**\$1,552,158 for Department of Public Works**

**\$257,262 for Health and Human Services**

**\$719,810 for Library**

**\$111,893 for Recreation**

**\$1,981,890 for Unclassified**

**\$1,695,160 for Total Debt – Principal & Interest**

**Totaling \$28,431,229.00**

The Moderator recognized Rick Sprenkle.

Moved by Rick Sprenkle, Chair Finance & Advisory Committee, duly seconded, that the Town raise and appropriate the sums read by the Moderator for schools and all other Town expenses which are set forth in the 2017 Fiscal Year Budget in Appendix B of the 2016 Appendix Book and Appendix C of the 2016 Appendix Book as read by the Moderator.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

\*\*\*\*\*

**ARTICLE 2016/4 2-4 Water Enterprise Budget**

*This article passed with the Consent Motion* that the Town approves \$1,726,758.00 for the FY 17 Water Enterprise Budget as set forth in Appendix D to the 2016 Appendix Book.

\*\*\*\*\*

**ARTICLE 2016/4 2-5 Waste Reduction Enterprise Budget**

*This article passed with the Consent Motion* that the Town approves \$389,171.00 for the FY 17 Waste Reduction Enterprise Budget as set forth in Appendix E to the 2016 Appendix Book.

\*\*\*\*\*

**ARTICLE 2016/4 2-6 Annual Financial Actions**

*This article passed with the Consent Motion* that the Town authorize the following financial transfers:

- A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes;
- B. To transfer \$217 from the Clark Property Fund to the Conservation Fund;
- C. To transfer \$414,489 from the Water Enterprise Fund to the General Fund to be used for indirect expenses and debt;

D. To transfer \$329,302 from the General Fund to the Waste Reduction Enterprise Fund to be used for solid waste expenses.

\*\*\*\*\*

**ARTICLE 2016/4 2-7 Community Preservation Budget**

The Moderator reported that the Finance & Advisory Committee voted unanimously to recommend favorable action on this article, and the Board of Selectmen voted 4 to 1 in favor.

The Budget appears as Appendix F of the 2016 Appendix Book. The Moderator noted the recommendations of the Community Preservation Committee and that any items where there was a HOLD would be discussed separately. The Moderator read: proposed financial actions as follows:

**APPENDIX F**

COMMUNITY PRESERVATION  
COMMITTEE BUDGET

1) Open Space and Recreation – Project - HOLD

To appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4,688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018.



*Note: The vote of the Community Preservation Committee was unanimously in favor.*

## 2) Open Space and Recreation - Project

To appropriate \$25,000.00 from the Community Preservation Fund Balance for the construction of a playground at the Winthrop School, conditioned upon commencement of construction by June 30, 2018.

*Note: The vote of the Community Preservation Committee was 5 votes in favor and two in opposition.*

## 3) Open Space and Recreation – Project

To appropriate \$44,600.00 of FY17 Community Preservation Fund Revenues to fund the debt service for the Donovan Acquisition (\$40,000.00 in principal and \$4,600.00 in interest).

## 4) Open Space and Recreation – Project

To appropriate \$110,000.00 from the Community Preservation Fund Balance to fund the debt service related to the Sagamore Hill conservation project.

## 5) Historic Preservation - Reserve

To reserve \$49,288.00 of FY17 Community Preservation Fund Revenues to the Historic Resources Reserve. *Note: The vote of the Community Preservation Committee was unanimously in favor.*

## 6) Community Housing - Project - HOLD

To appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018.

*Note: The vote of the Community Preservation Committee was unanimously in favor.*

## 7) Administration - Expense

To appropriate \$24,644.00 of FY17 Community Preservation Fund Revenues for administration costs including, but not limited to, annual Community Preservation Coalition membership fees and salary for part-time Community Projects Coordinator position.

The Moderator recognized Tom Catalano, Chair Community Preservation Committee. Moved by Tom Catalano, Chair Community Preservation Committee, duly seconded, 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 expenses 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 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.

Catalano provided a report on the non-held items: 2, 3, 4, 5, and 7 regarding how the CPC arrived at its decision about these projects.

The Moderator called for the card vote on the non-held items.

**CARD VOTE: MOTION PASSES**

**ITEMS THAT WERE HELD----**

1) Open Space and Recreation – Project

To appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4,688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018.

6) Community Housing - Project

To appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018.

Moved by Tom Catalano, Chair Community Preservation Committee, duly seconded, that the Town appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4,688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018. He noted that the Community Preservation Committee was unanimously in favor of the project.

Virginia Cookson, 318 Forest Street, inquired about how the school owns the property where the field would be located and if CPA funds could be used for this purpose as well as expressed concern about proximity to wetlands. Catalano explained that the design for field renovation is part of Recreation Master Plan to change use of fields at Patton Park and to enable playing fields to rest town wide. Also, the intent of the project is to work towards filing a Notice of Intent as part of the design.

Jeanne Maurand, 21 Garfield Avenue, expressed interest in peacefulness at Patton Park, use of fields and wetland preservation. Catalano reiterated that the project is for a design study not design of the turf field.

Kate Walker, 82 Ortins Road, inquired if any these funds would be used for the proposed Miles River project, and if so how much, and if she could amend the motion to state that the funds would not be used on the Miles River project.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

Moved by Tom Catalano, Chair Community Preservation Committee, duly seconded, to appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018. He noted that the Community Preservation Committee was unanimously in favor of the project.

The Moderator explained the procedure about if an amendment would be made to the motion if that is what Walker wanted to do after questions are answered. Town Manager Michael Lombardo explained how the Affordable Housing Trust had funded the Habitat for Humanity project on Asbury Street. The funds requested today are not for any specific project but allows ability to maintain workforce affordable housing. Also, there is not direct request for the Miles River project. Any land project from the Trust goes before the Selectmen.

Carolyn Sabo, 59 Ortins Road, questioned where access would be located to 100 plus units proposed in Miles River project.

Bill Shields, 721 Bay Road, inquired about what community project, what affordable housing projects and what would occur before June 30, 2018. Catalano responded that the \$250,000 in funds were not intended for a specific project but to give the Affordable Housing Trust the flexibility to act upon potential projects should they arise not relative to the Town Meeting schedule.

Fred Mills, 15 Arthur Avenue, Chair of Affordable Housing Trust, explained that the funds would replenish the Affordable Housing Trust, are not designated for a particular project but would allow the Trust to act nimbly and he noted the importance of working toward preserving a multi-generational community. Also that other projects may come before the Trust and that Andrew DeFranza from Harborlight Community Partners could speak to proposed Miles River project.

Nancy Allen, 1 Appaloosa Lane, questioned how the Townspeople will opine on a project similar to the Miles River proposal. Mills explained that any project would go through the site plan review process with community involvement, and this is not occurring now with Miles River project. Walter Brillard, 776 Bay Road, opined that the project is farther along and read description on proposed 108 units.

Town Counsel Donna Brewer provided language for the amendment to the motion. Kate Walker moved, duly seconded, that the Town appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust provided however that these funds shall not be used for the Miles River project unless approved at a future Town Meeting conditioned upon expenditure for affordable housing purposes by June 30, 2018.

Tom Catalano, 595 Highland Street, expressed interest in the Town supporting affordable housing and reiterated that the motion was not for a specific project. Dave Carey, 8 Arabian Way, emphasized the need for affordable housing in Town especially for divorced parents. Gretel Clark, 823 Bay Road, spoke in favor of the warrant article. Chris Davis, 6 Partridge Berry Lane, suggested that the Town allow a project to be proposed. Robert McKean, 159 Woodland Mead, suggested this was a Planning Board versus Town Meeting discussion. William Dery, 356

Chebacco Road, expressed his opposition. Dave Knechtel, 14 Lincoln Avenue, asked for clarification on original motion and amendment which was done by the Town Moderator. Jack Lawrence, 105 Rock Maple, inquired about funds relative to Habitat for Humanity project and Fred Mills responded that the funds were expended for site control. Marybeth Lawton, 104 Gregory Island Road, expressed support for the motion. David Siedzik from 227 Highland Street asked about procedure which was answered by Town Moderator.

Andrew DeFranza, Executive Director of Harborlight Community Partners, explained details about proposed Miles River project including how his organization has purchase and sale agreement on a small portion not the whole site. He explained that abutters would be spoken to individually and all permitting Town boards would be consulted. Also, that of the 108 proposed units for seniors and families, 10% would be set aside for homeless to comply with state requirement. Christine Scott, 92 Ortins Road, asked that the funds not be used for the Miles River project. Rick Mitchell, 36 Rock Maple, asked to move the motion forward. Walter Brillard, 776 Bay Road, asked if the Zoning Board of Appeals would have control of the project, and would the townspeople have an opportunity to vote on the project. Town Counsel Donna Brewer stated that the project is proposed as a Chapter 40B and has to go through the ZBA and noted that the Town has not met the 10% affordable housing requirement therefore the Town boards

cannot do much to limit the project, and developer can appeal to the Housing Appeals Committee which can supersede the local position. A Town vote would occur depending upon the project (i.e., if Town will be asked to sell or acquire land).

The Moderator reread the amendment to the motion and called for a card vote.

**CARD VOTE: UNCLEAR**

The Moderator called for a counted vote.

**COUNTED VOTE:**

**98 YES**

**91 NO**

**MOTION PASSES**

The Moderator called for a card vote on the main motion which is the amended motion.

**CARD VOTE: MOTION PASSES**

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**ARTICLE 2016/4 2-8 Annual Authorization of Revolving Funds**

Moved by Rick Sprenkle, Chair Finance & Advisory Committee, duly seconded, that the Town pursuant to M.G.L. c.44, § 53E ½, reauthorize the Recreation and Parks Revolving Fund with an FY 17 spending limit of \$223,739, reauthorize the Pool Revolving Fund

with an FY 17 spending limit of \$223,739, reauthorize the Council on Aging Revolving Fund with an FY 17 spending limit of \$20,000, and reauthorize the Emergency Dispensing Services & Clinics Revolving Fund with an FY 17 spending limit of \$10,000, with specified programs for expenditures, receipts to be credited, departments and officials authorized to expend and disposition of fund balance to be as set forth in Appendix G to the 2016 Appendix Book. This vote sets the statutory limit on the fund and money will be used for future programs or maintenance.

The Moderator called for a card vote.

**CARD VOTE: MOTION PASSES**

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**ARTICLE 2016/4 2-9 Hamilton Development Corporation**

Moved by Brian Stein, President Hamilton Development Corporation, duly seconded, that the Town raise and appropriate \$65,000 to the Hamilton Development Corporation. Stein gave a brief overview of the HDC's accomplishments. Jack Lawrence, 105 Rock Maple, inquired about prospects for HDC revenue and ability for the Corporation to become self-sustaining. Stein mentioned RFP for 59/63 Willow Street property.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

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**ARTICLE 2016/4 2-10 OPEB Trust Fund**

*This article passed with the Consent Motion* that the Town raise and appropriate \$75,000 for deposit in the Other Post-Employment Benefits Liability Trust Fund.

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**ARTICLE 2016/4 2-11 Patton Homestead Fund**

The Moderator recognized Scott Maddern. Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the Town appropriate and transfer \$250,000 from the Town Stabilization Fund to the Patton Homestead Account to be used to maintain and preserve the Homestead and property.

The Moderator recognized Carin Kale, Chair of Patton Homestead Inc., and Town Manager Michael Lombardo who described status of non-profit organization, and if the \$250,000 remaining funds from the sale of the Patton Ridge development land were transferred for the care of the Homestead, this would increase the

matching funds to \$500,000 which could increase grant potential from Mass. Cultural Council. Funds are being sought to make improvements at the Homestead to make it ADA compliant and to update/maintain facility.

Rosemary Kennedy, 61 Rust Street, expressed concern about a \$1 million renovation at the Homestead when no plan was in place and the Town had been paying carrying costs for the gift. Kale, Lombardo and Marc Johnson, 6 Patton Drive, spoke to Town's open space plan and interest in preserving property, that the Homestead does not have major structural issues, and no taxpayer money is proposed for use at the Homestead. Kennedy and Jack Lawrence, 105 Rock Maple, questioned use of funds and cost of property to date as well as possibility of selling property. Town Counsel Donna Brewer explained that according to the gift agreement the Town can only sell a portion of or the entire property if the Board of Selectmen determine the use of the property is impossible or intractable for the Town residents. Secondly, before sale occurs the property has to be offered back to the Patton family, and if the property is sold outside of the Patton family, half of the proceeds have to go to a charity defined by the Patton family. Forrester Clark, 308 Sagamore Street, and Rick Sprenkle, 65 Greenbrook Road, expressed support for the article.



The Moderator called for card vote.

**CARD VOTE: MOTION PASSES By  
2/3rds**

**so declared by the Moderator**

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**SECTION 3: PLANNING/ZONING  
ACTIONS**

**ARTICLE 2016/4 3-1**

**Rewrite of Zoning By-law**

The Moderator recognized Jeff Melick who summarized actions of working group on rewrite of zoning by-law. Moved by Jeff Melick, Chair Planning Board, duly seconded, that the Town take no action on this article.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

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**ARTICLE 2016/4 3-2**  
**Amendment to Senior Housing  
Zoning By-law**

The Moderator recognized Shawn Farrell. Moved by Shawn Farrell, Board of Selectman, duly seconded, that the Town amend the Zoning By-law by deleting Section V.E.6.

The Moderator recognized Rick Mitchell, Planning Board member, who spoke to how the article will eliminate the sunset clause for the by-law that is working well for the Town. Jackie Hodge, 222 Cutler Road, questioned why this article is being put forward since there is work underway to rewrite zoning by-law. Mitchell responded that this is not a change in the conditions of the by-law it extends it forward.

The Moderator called for the card vote on the motion that requires a 2/3rds vote.

**CARD VOTE: MOTION PASSES by  
2/3rds**

**So declared by the Moderator**

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**ARTICLE 2016/4 3-3****Citizens' Petition - Site Plan Review to Planning Board**

The Moderator recognized William Dery. Moved by William Dery, duly seconded, that the Town take no action on this article.

Gretel Clark, 823 Bay Road, inquired about why the motion is being postponed. Town Moderator noted that there will be a vote on the motion it would not be postponed. Town Counsel Donna Brewer explained that the article was done properly but state law requires procedural steps for changing a zoning by-law which were not taken. Specifically state law requires that Planning Board have before it during public hearings the text of what the changes are and these have to be on file with the Town clerk and that did not happen. Town Counsel Donna Brewer responded to William Dery to clarify process for bringing a citizens petition forward and how the Board of Selectmen includes it on the warrant and in this case would notify the Planning Board that public hearings would have to be held. However, procedural steps have to be done by the party moving the article forward and Town counsel does not draft the language to make sure the article meets requirements of statute. Brewer noted that last year the Planning Board adopted an article to change site plan review from Zoning Board of Appeals to the Planning Board which she rewrote for accuracy. This language could have been brought forward this year for Planning Board review at its public

hearing which was not done. If a citizens' petition goes before a board or committee then they can access Town counsel.

Robin Sears, 14 Bridge Street, noted that she brought the citizens' petition forward and expressed concern about process. The Town Moderator clarified that the citizens' petition language was sufficient for the warrant article but not to change a zoning by-law. She offered moving forward to continue helping citizens with future petitions but could not write the language. Henrietta Gates, 340 Bridge Street, expressed her support for a future citizen's petition addressing change in authority for site plan review.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

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**SECTION 4: TOWN BY-LAW AMENDMENTS****ARTICLE 2016/4 4-1 Amend Council on Aging By-law**

*This article passed with the Consent Motion* that the Town amend the Town By-laws Chapter XXXIII, "Council on Aging By-law" by deleting the current language and replacing it in its entirety with the language set forth in Appendix I of the 2016 Appendix Book.

## **SECTION 5: OTHER APPROPRIATIONS AND ACTIONS**

### **ARTICLE 2016/4 5-1    Transfer Open Space to Conservation Commission**

Moved by Shawn Farrell, Board of Selectmen, duly seconded, that the Town transfer 9.1 acres, more or less, of land shown as Lot 2 on a plan entitled “Plan of Land, 650 Asbury Street, Hamilton, Date: September 8, 2015, Peter J. Kane, P.L.S.,” recorded at the Essex South District Registry of Deeds in Plan book 450, Plan 19, from the Board of Selectmen to the care, custody, management, and control of the Conservation Commission to be perpetually dedicated for use as open space and passive recreation.

Transfer is part of Patton Ridge property as set aside for passive recreation. Jack Lawrence, 105 Rock Maple, and Tess Leary, 209 Bay Road, spoke to the motion. Selectman Marc Johnson described the physical plan for the preserved land to be controlled by the Conservation Commission.

The Moderator called for the card vote and noted it was a 2/3rds vote.

CARD VOTE: MOTION PASSES by  
2/3rds

So declared by the Moderator

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### **ARTICLE 2016/4 5-2    Community Aggregation of Electrical Load**

Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the Town, pursuant to G.L. c. 164, § 134(a), authorize the Town Manager to initiate the process to aggregate the electrical load of interested electricity consumers in the Town, and to enter into agreements for services to facilitate the sale and purchase of electric energy and other related services.

**The Moderator called for the card  
vote.**

**CARD VOTE: MOTION PASSES**

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### **ARTICLE 2016/4 5-3    Lease    of Land for Cell Towers**

Moved by Bill Wilson, Board of Selectmen, duly seconded, that the Town authorize the Town Manager to execute leases of Town land for the construction of one or more cell towers, for a term of not more than thirty years, on such terms and conditions as are acceptable to the Town Manager.

Town Manager Michael Lombardo described contract with Varsity Wireless with payment of \$27,000 for the opportunity and annual lease payment for use of site and additional revenues for each antenna added to the

tower. A 10-year projected revenue for lease is \$500,000. The regulatory process with the Planning Board will be followed.

Jackie Hodge, 222 Cutler Road, inquired about lease period and opined that 30 years was a long time and suggested 20 years. Lombardo responded that the cellphone vendors usually have a 20 to 30 year lease period. Frederick Gregoire, 33 Old Cart Road, was opposed to the cell tower. Rick Mitchell, 36 Rock Maple, stated that it was a public safety issue. Tess Leary, 209 Bay Road, inquired about proposed location for tower. Lombardo described location behind the public safety building off of the parking lot near the police side and said will not interfere with public safety vehicles. He noted that site plan would go before the Planning Board.

The Moderator recognized Francis Parisi of Varsity Wireless who stated that this approval of the lease of the land was the first step in a long process with the Planning Board and Zoning Board of Appeals. He said research will be done on the viability and height on Town owned property.

Janet Aldrich, 34 Rust Street, asked the League of Women Voters to do a study on these towers to understand if there are safety issues. Discussion occurred with Jackie Hodge, 222 Cutler Road, about proposed 20-year lease with two 5-year renewals. Hodge moved to amend the motion, duly seconded, that the Town authorize the Town Manager to execute leases of Town land for the construction of one or more cell

towers, for a term of not more than thirty years, on such terms and conditions as are acceptable to the Town Manager and the Board of Selectmen. Bill Bowler, 328 Essex Street, stated that he is opposed to the amendment.

The Moderator called for the card vote on the amendment to the main motion.

### **CARD VOTE: MOTION FAILS**

**The Moderator called for the card vote on the main motion.**

### **CARD VOTE: MOTION PASSES**

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## **SECTION 6: CLOSING FINANCIAL ACTIONS**

### **ARTICLE 2016/4 6-1 Free Cash Application**

The Moderator recognized Rick Sprenkle.

Moved by Rick Sprenkle, Chair Finance & Advisory Committee, duly seconded, that the Town reserve, appropriate, and authorize the Assessors to use \$500,000 of available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2016.

**The Moderator called for the card  
vote on the main motion.**

**CARD VOTE: MOTION PASSES**

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**ADJOURNMENT**

The Moderator said: This Annual Town Meeting (dissolved at 12:55 p.m.) is recessed until April 7, 2016 at 7 o'clock a.m. at the Winthrop School.

## Selectmen Report for Hamilton 2016 Annual Town Meeting

Thank you Madam Moderator. And thank you all for attending and to everyone who had a hand in organizing today's Annual Town Meeting as well as those who organized our breakfast this morning. We hope you like this venue; it's worked well for other large events. After we wrap up, please give your feedback to the Selectmen and Moderator.

One of the main reasons we are here today, our Town budget, will be report on shortly by our FinCom chair, Rick Sprenkle. Shawn Farrell with report on our town-wide survey. Dr. Harvey will give a report on the school district budget. The Board of Selectmen and FinCom started the budget process last summer developing a 3-year forecast. We include our Town Manager, Finance Director, and School Committee in the conversation. It gives the direction to our Town Departments and District so they can start their budget processes in the fall. We have working sessions in the winter to review programs and draft budgets. And we reviewed our joint programs carefully with Wenham – joint programs represent 2/3 of our total spending. My personal thanks to Catherine Harrison, Wenham BOS chair and Mike Lucy the FinCom chair, Larry Schwartz School Committee chair, Mike Harvey Superintendent and Jeff Sands Assistant Superintendent, and of course Rick Sprenkle and our own

FinCom for all the long hours and reviews - they are all great to work with.

And I'd like to share a couple of big, but maybe not obvious changes in our Town.

Our total population hasn't changed much over the last decade and is expected to grow very modestly over the next few, but we have big changes within this population. Seniors are now almost a quarter of our population while school enrollment has declined more than 10%. Those are key considerations as we look forward. While the town staffing of 70 employees hasn't changed in years, healthcare and retirement costs are rising precipitously, more than 10% this year. Both the Town Manager and I have met with legislators about these costs; written to our state representatives as well as the Mass Municipal Association and let our insurance agents and plan administrators know that healthcare costs are excessive. Controllable town costs are up less than 2% again this year and we spend less than our neighboring towns on DPW, public safety, seniors, and recreation. Lastly on the budget, we are always looking for cost savings: the Board of Selectmen brainstormed a whole list of ideas and both Hamilton; and, Wenham FinCom's are working together for any and all improvements.



Here is a quick update on volunteerism and participation. We have over 30 boards and committees with many members and many more volunteers help run the programs we all enjoy. Our boards and committees help us all decide which programs or projects are important and they all help prepare us for our meeting today. I'd like to highlight two programs that reach many of our residents.

Our Council on Aging outreach increased almost 60 % to seniors that have never contacted before. We count each time our COA serves a senior, almost 11,000 last year. The COA van ridership was over 1,100 in the last half of the year, a free service to the town as part of our contract to house an ambulance in the Emergence Center. We have many new programs for health, social interaction and legal advice. We have a truly engaged Council on Aging and Director, Mary Beth Lawton.

Our Recreation Department serves a huge population too. Our fields and Rec Center have over 2,500 uses, some with hundreds of participants. With good progress on the Patton Pool construction hopefully we'll have a grand opening and be swimming this summer. We also have a truly engaged Joint Recreation Committee and Director in Sean Timmons.

I'd like to give you a few quick updates on key decisions since our last Annual Town Meeting.

As to the pool, we have more good news: the construction bids came in under the amount we approved and we

negotiated a pool agreement with Wenham, helping to fund their share of both the construction and operation. On the topic of water, we finished our 1<sup>st</sup> phase of replacing our 60-70 years old, leaky water pipes and phase 2 is under way.

Last fall, town meeting voted to help fund open space protection at the Sagamore Hill property. State funding has been secured and Greenbelt's private fundraising campaign is progressing well. As of today, the remaining funding gap is \$400,000 and between the upcoming Essex Town Meeting and additional private donors, the goal is within reach. Please continue to support Greenbelt's efforts and with luck, the land will be protected by the summer. Also, the Board of Selectmen got lots of input on the new land acquisition policy.

Communications is an area we are improving. We surveyed seniors last fall, with property taxes and affordable housing concerns as the most important topics. Shawn Farrell will speak about our all-town survey shortly too. The Community Preservation Committee held community input workshops as did the Hamilton Development Corporation, who got free assistance from the technical experts at the Urban Land Institute. The Town distributes a quarterly newsletter to those of us who don't subscribe to social media, and we have both senior and recreation newsletters. We're asking all board and committees to post on the town's website not only their agendas and minutes but also their

handouts in a way that's easy for all of us to find.

You might have heard about a 108-unit affordable housing project on Longmeadow Way. At this point it's a concept shared by a non-profit developer with the Affordable Housing Trust. We have already heard serious concerns about such a large project, septic, as well as traffic on Bay Road. On Monday, Brad Hill and I are hosting a seminar at the Library with a presentation by the state's Executive Director of the Massachusetts Housing Partnership. On a more modest and practical scale, we do have a 2-unit project funded on Asbury Street, thanks to the proceeds of the sale of the property at the Patton Homestead.

At the Patton Homestead, we received a check for \$1m for the sale of the property, \$40k so far in building permits, and we expect Patton Ridge to be the 2nd largest taxpayer in town at more than \$150,000 per year. The non-profit is in place to guide the future use of the Homestead and you'll hear more from Carin Kale about that later.

We have some personnel updates. The Town Manager's compensation, other than a 2% COLA hasn't been touched since 2013. If you recall, last year we almost lost our Town Manager to Danvers. We recently provided a \$5k retention bonus like the School District did for the superintendent. We have a few departures to announce. Maureen Hickey, administrator for the Town Manager and Board of Selectman retired – thanks for all your hard work Maureen. Marc Johnson has been a

selectman for 6 years and for 12 years before that was on the Planning Board and several years as its chair – good luck to you Marc. Rick Sprenkle's term comes to an end; he will be handing the reigns over to David Wanger for FY 17 - thank you Rick for all you've done.

And my last update: Hamilton Wenham Little League is celebrating its 60<sup>th</sup> anniversary this year, so please come out and watch the parade on Saturday the 30<sup>th</sup>. The Hamilton Wenham Community Garden is in its 4th year and they asked me to let you know that registration is open. Go to their website for info and the facility is next to Pingree Park, by the tennis courts. The second year of the discounted recycled rain barrel program we do with Wenham is under way. The deadline to order is April 16 and information is available on the Town website.

In conclusion, thanks again for attending our Annual Town Meeting and to all our volunteers who help out with the many programs we have in Town. Thank you Madam Moderator.

# Annual Town Election

**Held  
Thursday, April 7, 2016  
At  
Winthrop School, Hamilton,  
MA**

The polls were opened at 7:00 AM by Town Clerk Andrea J. Carlson.

Town Clerk Andrea J. Carlson closed the polls at 8:00 PM. The results were announced by the Moderator Jennifer Taub Scuteri at 8:30 PM.

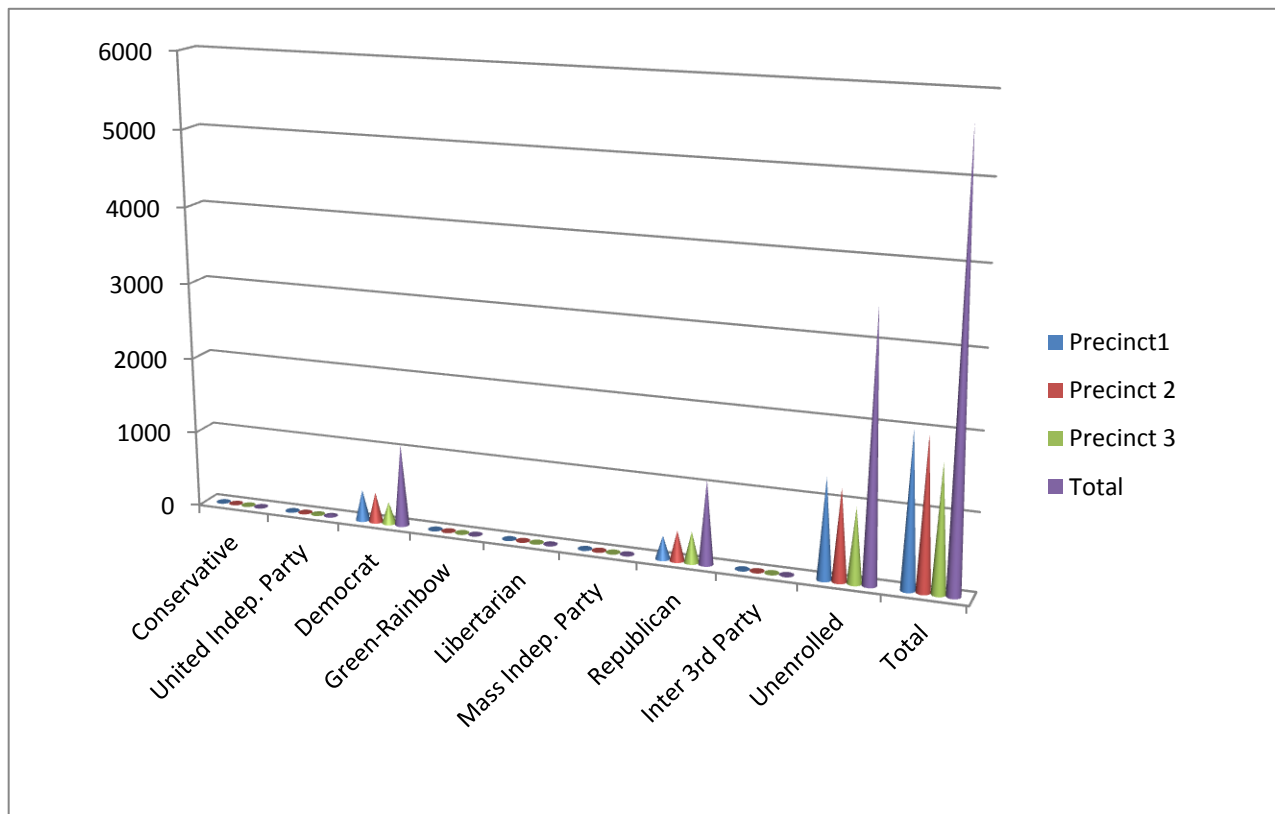
At the close of Voter Registration on March 11, 2016 there were 5,653 registered voters.

There were **814** ballots cast (14 % of total voters) as follows:

A TRUE COPY:      ATTEST:

Precinct 1	--	312
Precinct 2	--	258
Precinct 3	--	244

\_\_\_\_\_  
*Andrea J. Carlson*  
Town Clerk



## Town of Hamilton

Precinct 1 312

Precinct 2 258

Precinct 3 244

**Total 814**

## Annual Town Election

April 7, 2016

**OFFICIAL****Registered Voters 5653 - 14%**

Candidate Name	Prec. 1	Prec. 2	Prec. 3	TOTALS	Candidate Name	Prec. 1	Prec. 2	Prec. 3	TOTALS
<b>Selectman 3 years</b>					<b>H-W Library Trustee 3 years</b>				
<b>Vote for TWO 3 years</b>					<b>Vote for one 3 years</b>				
Blanks	88	73	54	215	Blanks	95	55	76	226
<b>Scott F. Maddern **</b>	<b>208</b>	<b>151</b>	<b>120</b>	<b>479</b>	<b>Nichole R. Gray</b>	<b>215</b>	<b>201</b>	<b>167</b>	<b>583</b>
<b>Allison M. Jenkins</b>	<b>159</b>	<b>165</b>	<b>174</b>	<b>498</b>	Write-ins	2	2	1	5
Rosemary I. Kennedy	169	127	139	435					
Write-ins	0	0	1	1	<b>H-W Regional School Committee 3 years</b>				
					<b>Vote for THREE 3 years</b>				
<b>Moderator 1 year</b>					Blanks	272	187	207	666
<b>Vote for ONE 1 year</b>					<b>Jeanise A. Bertrand **</b>	<b>161</b>	<b>141</b>	<b>142</b>	<b>444</b>
Blanks	90	56	80	226	<b>Michelle Bailey</b>	<b>178</b>	<b>173</b>	<b>146</b>	<b>497</b>
<b>Jennifer Taub Scuteri **</b>	<b>205</b>	<b>194</b>	<b>155</b>	<b>554</b>	Richard L. Boroff	143	112	108	363
Write-ins	17	8	9	34	<b>David Polito</b>	<b>180</b>	<b>158</b>	<b>128</b>	<b>466</b>
					Write-ins	2	3	1	6
<b>Board of Assessors 3 years</b>									
<b>Vote for ONE 3 years</b>					<b>H-W Regional School Committee 1 year</b>				
Blanks	81	52	63	196	<b>Vote for ONE 1 year</b>				
<b>Gelean M. Campbell **</b>	<b>229</b>	<b>206</b>	<b>178</b>	<b>613</b>	Blanks	92	47	62	201
Write-ins	2	0	3	5	<b>Deborah H. Evans **</b>	<b>218</b>	<b>211</b>	<b>181</b>	<b>610</b>
					Write-ins	2	0	1	3
<b>Planning Board 3 years</b>									
<b>Vote for ONE 3 years</b>					<b>H-W Regional School Committee 3 years</b>	<b>Hamilton</b>	<b>Wenham</b>		<b>Total</b>
Blanks	112	70	74	256	<b>Vote for THREE 3 years</b>				
<b>Jeffrey C. Melick **</b>	<b>195</b>	<b>187</b>	<b>169</b>	<b>551</b>	Blanks	666	251		917
Write-ins	5	1	1	7	<b>Jeanise A. Bertrand **</b>	<b>444</b>	<b>148</b>		<b>592</b>
					<b>Michelle Bailey</b>	<b>497</b>	<b>236</b>		<b>733</b>
<b>Housing Authority 5 years</b>					Richard L. Boroff	363	152		515
<b>Vote for ONE 5 years</b>					<b>David Polito</b>	<b>466</b>	<b>217</b>		<b>683</b>
Blanks	103	62	79	244	Write-ins	6	1		7
<b>Sherryl L. Leonard</b>	<b>207</b>	<b>196</b>	<b>162</b>	<b>565</b>					
Write-ins	2	0	3	5	<b>H-W Regional School Committee 1 year</b>	<b>Hamilton</b>	<b>Wenham</b>		<b>Total</b>
					<b>Vote for ONE 1 year</b>				
<b>Housing Authority 1 year</b>					Blanks	201	79		280
<b>Vote for ONE 1 year</b>					<b>Deborah H. Evans **</b>	<b>610</b>	<b>254</b>		<b>864</b>
Blanks	106	63	83	252	Write-ins	3	2		5
<b>Joseph T. Hughes</b>	<b>204</b>	<b>195</b>	<b>158</b>	<b>557</b>					
Write-ins	2	0	3	5					

\*\* Candidates for Re-election

4/7/2016

## Special Town Meeting

### July 5, 2016

At the close of registration on June 24, 2016 there were 5705 registered voters.

Precinct 1 – 103

Precinct 2 – 115

Precinct 3 – 131

Appointed Tellers:

#### **Left & Center**

*Maureen L Hickey 66 Woodbury Street*

*Donna L Flint 82 Lake Drive*

#### **Right & Front**

*Phillips B Stearns 175 Linden Street*

*Warren R Gray Jr 935 Bay Road*

Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Special Town Meeting at 7:05 P.M. with voters checked and present.

#### **Pledge of Allegiance**

The Moderator introduced Town officials: Town Counsel Donna Brewer, Planning Board Chairman Jeff Melick, Town Manager Michael Lombardo, and Board of Selectmen: Chairman Scott Maddern, Bill Wilson, Shawn Farrell, Jeff Hubbard, Allison Jenkins, and Finance

And Advisory Committee: Chairman David Wanger, John Kain and John Pruellage, Town Clerk Andrea Carlson. She acknowledged assistant Town Clerk, checkers and tellers as well as Bill Melville and his crew for effort organizing the meeting.

The Moderator 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. Members of the press [and the video crew] have also been allowed to be present. I remind those allowed here to do nothing which may influence the counting of a vote.

All other non-registered visitors must be seated in the visitors area located in the back four rows of the left section of the auditorium. The Moderator noted that these proceedings are recorded so as to have an accurate record of the meeting and to help everybody know who is speaking and hear what is said. Therefore please use the microphones provided and, unless I recognize you by name, please give your name and address when you address the moderator and remarks cannot be made to other Town officials or voters.

Other than privileged motions or a point of order such as a voter cannot hear, the Moderator will not recognize anything shouted from the audience. If a voter wants to call the question that person must come to the microphone, identify himself and make the motion.

The Moderator will not accept a motion to call the question unless she believes that there has been sufficient debate and someone moves the question.

The article to be addressed by the Town Meeting tonight needs a two-thirds vote to pass. If the Moderator has any doubt whether the motion has received a two-thirds vote she will call for a hand count by the tellers. The procedures the Town Meeting follows reflect provisions of the Mass. Act and General Laws, Town by-law, "Town Meeting Time", and traditions of the Town. She asked that cell phones and other electronic devices be muted or turned off. The Moderator described process associated with Citizens' Petition and how she would manage Town Meeting discussion on the article.

## **SECTION 1: REPORTS AND PROCEDURES**

### **ARTICLE 2016/7 1-1 Planning Board Report**

The Moderator read: To hear the report of the Planning Board with regard to the Citizens' Petition of Article 3-1. The Town will take action on this report in the vote on the motion under Article 3-1.

The Moderator recognized Jeff Melick, Chairman of the Planning Board. Jeff Melick described how the Planning Board voted unanimously to support the Citizens' Petition brought forward within two years since inception. He acknowledged professionalism of Zoning Board of Appeals and Planning Board decision based on process. Melick summarized Town's role in site

plan review to make reasonable changes in development proposals as well as an ongoing two-phase process associated with proposed zoning by-law changes. He spoke to why change in site plan review authority from ZBA to Planning Board supports the Town's Master Plan, and development applicants would only have to go before one versus two boards. Also, 95% of towns in Mass. have site plan review with Planning Board.

## **SECTION 2: FINANCIAL ACTIONS**

None.

## **SECTION 3: PLANNING / ZONING ACTIONS**

### **ARTICLE 2016/7 3-1 Citizens' Petition – Transfer Site Plan Review to Planning Board**

The Moderator read: To see if the Town will amend the by-law to change the site plan review responsibility from the ZBA to the Planning Board as delineated in Appendix K attached.

The Moderator recognized Robin Sears. The Moderator recognized William Dery, 356 Chebacco Road. Moved by William Dery, duly seconded, that the Town amend the zoning by-law by adopting language set forth in Appendix K of the 2016 Special Town Meeting warrant book and on file with the Town Clerk.

Robin Sears spoke to Planning Board's role in site plan review with its seven elected members, and majority of towns in Mass. that have site plan review authority with Planning Board. Also, recommendation in 2004 Master Plan, and unanimous votes from the



Planning Board and Board of Selectmen to change authority for site plan review from the ZBA to the Planning Board.

The Moderator recognized David Wanger, Chairman of Finance and Advisory Committee. Wanger spoke to his Committee recommending that action on this matter be deferred due to process and troubling precedent that excessive use of citizens' petition has to potentially destabilize government.

The Moderator recognized Bill Bowler, 328 Essex Street resident, and Chairman, Zoning Board of Appeals. He noted that the ZBA was unanimously opposed to the motion. Bowler mentioned that the Town is in a thoughtful process rewriting the zoning by-law. He concurred that the current site plan review system is duplicative which has served the Town well. Bowler noted that in the business district section of the by-law the criteria for a Special Permit will not change and this would still require review by both the Planning Board and Zoning Board of Appeals. He suggested that any changes should be done in a step-by-step manner. Also regarding elected versus appointed officials since 2004 only two Planning Board seats have been contested, and BOS appoints ZBA members with an eye toward direction that the Town wants to take. Bowler recommended on behalf of ZBA that the motion be defeated.

Norman Cramer, 4 Forest Street, expressed his opinion about the

impending vote. Rick Mitchell, 36 Rock Maple Avenue, and member of the Planning Board, speaking as an individual noted that he was in favor of the change in authority of site plan review. Also, he stated that the ZBA carried out its statutory responsibilities regarding Cumberland Farms and Institute for Savings properties. Specifically, the ZBA worked with Cumberland Farms to reduce number of fuel pumps and size of canopy in its site plan review approval. He also described how under Mass. General Law, the Planning Board cannot refuse site plan approval it can condition it so transferring the site plan review authority would not change this process. Also, that the Planning Board has to comply with law not base its decisions on constituent wishes.

Doug McGarrah at 489 Bay Road a land use attorney spoke in favor of motion. Marc Johnson, 6 Patton Drive, opined that there has been a benefit having two boards review site plans, concurred that Master Plan contains recommendation for site plan review authority to Planning Board, stated his disagreement with and inherent flaws with process for Special Town Meeting on July 5th. Johnson opined that concept of elected versus appointed officials would be better for site plan review was absurd. Bill Shields, 721 Bay Road, spoke in favor of the motion.

The Moderator called for the card vote.

**CARD VOTE: MOTION PASSES**

**Two-thirds requirement was met as  
declared by the Moderator**

\*\*\*\*\*

**SECTION 4: TOWN BY-LAW  
AMENDMENTS**

None.

**SECTION 5: OTHER  
APPROPRIATIONS AND ACTIONS**

None.

**SECTION 6: CLOSING FINANCIAL  
ACTIONS**

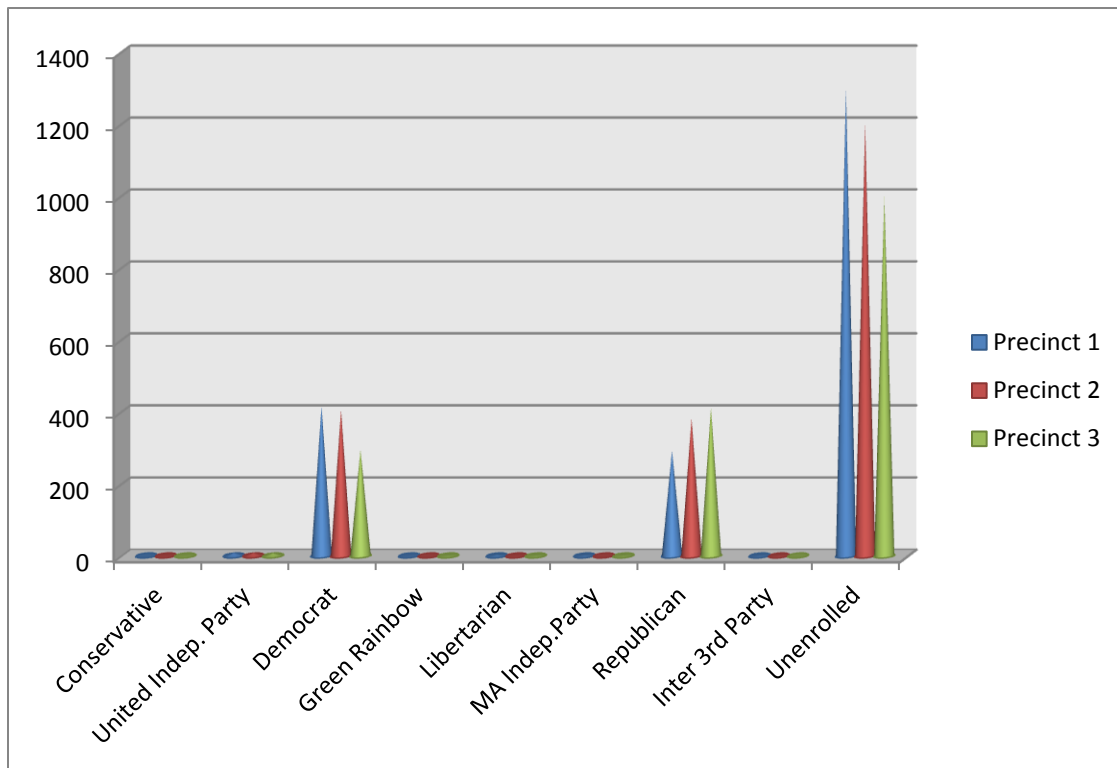
None.

**ADJOURNMENT**

The Moderator said: This Special Town Meeting is dissolved at 7:46 p.m.

## State Primary Election

**Thursday, September 8, 2016  
At  
Winthrop School, Hamilton, MA**



There were **382** ballots cast (7% of total voters) as follows:

**Precinct 1 -- 149**

**Precinct 2 -- 140**

**Precinct 3 -- 93**

<b>DEMOCRATIC PARTY</b>		Precinct 1	Precinct 2	Precinct 3	TOTAL	7%	<b>OFFICIAL</b>
<b>State Primary</b>		149	140	93	<b>382</b>		
<b>Town of Hamilton</b>							
<b>September 8, 2016</b>							
<b>Candidate Name</b>		<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>		
<b>REPRESENTATIVE IN CONGRESS</b>							
Blanks		12	15	9	<b>36</b>		
Seth Moulton		66	64	58	<b>188</b>		
Write-ins		0	2	1	<b>3</b>		
					<b>227</b>		
<b>COUNCILLOR</b>							
Blanks		21	15	9	<b>45</b>		
Eileen R. Duff		56	64	58	<b>178</b>		
Write-ins		1	2	1	<b>4</b>		
					<b>227</b>		
<b>SENATOR IN GENERAL COURT</b>							
Blanks		68	72	57	<b>197</b>		
Write-ins		10	9	11	<b>30</b>		
					<b>227</b>		
<b>REPRESENTATIVE IN GENERAL COURT</b>							
Blanks		70	77	59	<b>206</b>		
Write-ins		8	4	9	<b>21</b>		
					<b>227</b>		
<b>SHERIFF</b>							
Blanks		0	2	2	<b>4</b>		
William Castro		2	0	0	<b>2</b>		
Kevin F. Coppinger		13	9	13	<b>35</b>		
Michael J. Marks		11	12	8	<b>31</b>		
Edward J. O'Reilly		48	45	43	<b>136</b>		
Jerry P. Robito		3	7	2	<b>12</b>		
Paul L.D. Russell, Jr.		1	6	0	<b>7</b>		
Write-ins		0	0	0	<b>0</b>		
					<b>227</b>		
2016 Precinct Totals 1-2-3 DEM							
9/8/2016							

<b>REPUBLICAN PARTY</b>		Precinct 1	149		
<b>State Primary</b>		Precinct 2	140		
<b>Town of Hamilton</b>		Precinct 3	93		
<b>September 8, 2016</b>		TOTAL	<b>382</b>	7%	<b>OFFICIAL</b>
Candidate Name		Precinct 1	Precinct 2	Precinct 3	Total
<b>REPRESENTATIVE IN CONGRESS</b>					
Blanks		63	49	24	<b>136</b>
Write-ins		8	9	1	<b>18</b>
					<b>154</b>
<b>COUNCILLOR</b>					
Blanks		27	18	8	<b>53</b>
Richard A. Baker		44	40	17	<b>101</b>
Write-ins		0	0	0	<b>0</b>
					<b>154</b>
<b>SENATOR IN GENERAL COURT</b>					
Blanks		4	7	2	<b>13</b>
Bruce E. Tarr		67	51	23	<b>141</b>
Write-ins		0	0	0	<b>0</b>
					<b>154</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>					
Blanks		4	6	3	<b>13</b>
Bradford R. Hill		67	52	22	<b>141</b>
Write-ins		0	0	0	<b>0</b>
					<b>154</b>
<b>SHERIFF</b>					
Blanks		6	6	2	<b>14</b>
Kenneth H. Berg		9	10	3	<b>22</b>
Jeffrey J. Gallo		5	10	1	<b>16</b>
James P. Jajuga, Jr		6	4	2	<b>12</b>
Craig G. Lane		5	4	2	<b>11</b>
Anne M. Manning-Martin		39	23	15	<b>77</b>
Write-ins		1	1	0	<b>2</b>
					<b>154</b>
2016 Precinct Totals 1-2-3 REP					
9/8/2016					

<b>GREEN RAINBOW</b>		Precinct 1	Precinct 2	Precinct 3	
State Primary		149	140		
Town of Hamilton		93			
September 8, 2016		<b>382</b>		7%	<b>OFFICIAL</b>
<b>Candidate Name</b>		<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>REPRESENTATIVE IN CONGRESS</b>					
Blanks		0	1	0	<b>1</b>
Write-ins		0	0	0	<b>0</b>
					<b>1</b>
<b>COUNCILLOR</b>					
Blanks		0	1	0	<b>1</b>
Write-ins		0	0	0	<b>0</b>
					<b>1</b>
<b>SENATOR IN GENERAL COURT</b>					
Blanks		0	1	0	<b>1</b>
Write-ins		0	0	0	<b>0</b>
					<b>1</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>					
Blanks		0	1	0	<b>1</b>
Write-ins		0	0	0	<b>0</b>
					<b>1</b>
<b>SHERIFF</b>					
Blanks		0	0	0	<b>0</b>
Write-ins		0	1	0	<b>1</b>
					<b>1</b>
2016 Precinct Totals 1-2-3 GREEN RAINBOW					
9/8/2016					



<b>United Independent Party</b> <b>State Primary</b> <b>Town of Hamilton</b> <b>September 8, 2016</b>	Precinct 1	149		
	Precinct 2	140		
	Precinct 3	93		
	TOTAL	<b>382</b>	7%	<b>OFFICIAL</b>

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Total
<b>REPRESENTATIVE IN CONGRESS</b>				
Blanks	0	0	0	<b>0</b>
Write-ins	0	0	0	<b>0</b>
				<b>0</b>
<b>COUNCILLOR</b>				
Blanks	0	0	0	<b>0</b>
Write-ins	0	0	0	<b>0</b>
				<b>0</b>
<b>SENATOR IN GENERAL COURT</b>				
Blanks	0	0	0	<b>0</b>
Write-ins	0	0	0	<b>0</b>
				<b>0</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>				
Blanks	0	0	0	<b>0</b>
Write-ins	0	0	0	<b>0</b>
				<b>0</b>
<b>SHERIFF</b>				
Blanks	0	0	0	<b>0</b>
Write-ins	0	0	0	<b>0</b>
				<b>0</b>
2016 Precinct Totals 1-2-3    United Independent				
9/8/2016				

The Polls were closed by Town Clerk Andrea J. Carlson at 8:00 PM. The results were posted at 8:30 PM.

A TRUE COPY: ATTEST:

\_\_\_\_\_

Andrea J. Carlson  
 Town Clerk

# Special Town Meeting

**October 22, 2016**

At the close of registration on October 12, 2016 there were 5876 registered voters.

Precinct 1 – 101

Precinct 2 – 48

Precinct 3 – 48

Head Teller: *Jane M. Wetson*

Appointed Tellers:

**Left:** *David G. Neill, 104 Asbury St  
William*

*F. Sullivan 66 Woodbury St*

**Center:** *Darcyll L. Dale 58  
Woodbury St*

*Jane M. Wetson 261 Asbury St*

**Right:** *Charles A Chivakos 27  
Village Ln*

*Stephen A. Walsh 17 Hedding Ave*

The Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Special Town Meeting at 9:05 A.M. with 197 voters checked and present.

## ***Pledge of Allegiance***

The Moderator announced that October 24, 2016 through November 4, 2016 early voting would occur from 8:00 to 4:30 pm. The election of November 8, 2016 would be at the Recreation Center. The overflow room was the school cafeteria with televised recording and voting ability.

The Moderator introduced Town officials: Town Clerk, Andrea Carlson; Assistant to the Selectmen, Anabela Batista; Town Counsel, Donna Brewer; Town Manager, Michael Lombardo; Board of Selectmen: Chairman, Scott Maddern; Bill Wilson; and Jeff Hubbard; Finance and Advisory Committee: Chairman, David Wanger; John Pruellage; Philip Stearns; and Nick Tensen; and Planning Board Chairman, Jeff Meick. The Moderator acknowledged, the checkers and tellers as well as Chris Shailor, Bill Melville and the HWcam crew.

The Moderator 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. Members of the press have also been allowed to be present. All other non-registered visitors must be seated in the visitors' area located in the back rows of the left section of the auditorium. The back rows have been taped off to encourage voters to sit closer so the counting of votes would be easier.

These proceedings were recorded so as to have an accurate record of the meeting and to help everybody know who is speaking and hear what is said. Therefore, if you want to speak, use the microphones provided and unless I recognize you by name, please give your name and address when you address the moderator and remarks cannot be made to other Town officials or voters.

Please keep comments precise and don't repeat comments of others. Keep comments within three minutes. There is an iPad stopwatch available and once everyone else has spoken, the speaker will be given another one minute to clarify a point or address

a point after you have spoken. Feel free to come and ask question, but do not use questions to aggregate your position. Do not deal with personalities. No personal attacks and any personal references should be only to let everyone know to whom you are responding. Other than privileged motions or point of order, such as a voter cannot hear, I will not recognize anything shouted from the audience, if you wish to make a motion or ask questions, you must come to the microphone, identify yourself and make the motion. Following our tradition, I will not accept the motion unless I feel there is sufficient debate

You should pick up a voting card. Please note that some of the articles and motions require a two-thirds vote and one requires a nine-tenths vote. As with majority votes if there is any doubt as to if it is a majority vote, I would call for a hand held vote by the tellers. With regard to the nine-tenths vote, unless we have a unanimous response, I am required to count the vote. For Article 2-5 as it pertains to the new roof at the Patton Homestead, I have chosen to not serve as Moderator for that Motion. As Selectmen, I served as co-chair of the Patton Advisory

Committee and conversed directly with Joanne Patton and feel after talking with Town Counsel, reviewing Town Meeting Time, and speaking with other moderators, that I should recuse myself in that situation. I think it is best to appoint a temporary moderator to oversee the article and this will allow me to speak on the floor and engage in the debate. This is a common practice of moderators and I am appointing Bruce Ramsey to serve as moderator for Article 2-5.

The procedures we will follow today, follow the Town By-laws, Town Meeting Time, and the traditions of the Town. I ask you to turn off or mute cell phones or other electronic devices. Finally, if at all possible, I ask that you stay with us for the entire session so you can complete our business with as much voter participation as possible.”

## **SECTION 1: REPORTS AND PROCEDURES**

### **Affordable Housing Trust Report**

The Moderator said she recognized Peter Britton, Chair of the Affordable Housing Trust to give a

report and noted that this was an information report only. No questions could be asked. Afterward, Peter Britton and the other members of the Affordable Housing Trust offered to stay after the meeting for a Q&A session if anyone was interested

Peter Britton said one of the Affordable Housing Trust’s (AHT) purposes was to provide affordable housing. 1964 was the last time, the Town provided services for its seniors in regard to housing. Mr. Britton stated that it was time and added that the Town had a peculiar demographic with a high number of seniors. Like many communities, Hamilton was challenged to meet the 10% affordable threshold as part of its housing stock for seniors and families. The AHT had assembled a basket of suitable choices to be able to pursue. The Town of Hamilton was a pioneer in creating a host community agreement allowing to collaborate with Harborlight and Habitat for Humanity.

Peter Britton showed slides of Longmeadow, a proposed large scale affordable housing complex and the Winthrop School/COA/PSB site, a Smart Growth property (RR runs through

town). A consultant was hired to see challenges of the Winthrop School site. Other slides included Gordon College which had indicated it was interested in working with the Town to provide a site for housing, 13 Essex St., which had been offered by its owners who were familiar with Harborlight, and Central Ave. which might be appropriate for Habitat for Humanity which dealt with one to two unit sites. According to Peter Britton, the AHT wanted to work hard to present the basket of choices to the Selectmen.

### **Board of Selectmen Report**

The Moderator recognized Scott Maddern, Chairman of the Board of Selectmen.

Scott Maddern said: “Thank you Madam Moderator. Thank you for all attending and everyone who had a hand in organizing today’s Special Town Meeting and our breakfast this morning. I’ll give a brief update on a large number of topics

Communication: Regarding communications, we are pleased that residents are attending more Selectmen, Planning Board, Zoning

Board, and Affordable Housing meetings. Planning Board meetings are now televised and we received a large amount of input about our trash program which helped us decide on the recent changes to weekly pickups. We have selected a vendor to help revise the town’s website over the next six months so that you can find information more easily and engage virtually with new concepts and projects. There is still nothing like personal contact, so feel free to stop in at Town Hall, attend any of our many meetings or call any of the hundreds of volunteers who serve on our multiple boards and committees. We are all neighbors and interested in your insights and opinions.

Financial Conditions: Regarding our financial condition, we had another excellent audit report for FY15 and hoping for more of the same for FY16. We also have the best bond rating possible which gets us the lowest borrowing costs available in the market. By all measure, our town is financially sound and we spend less in all departments except for schools than our neighboring towns. After consistent increases in our tax rates for many years through FY12, we have stabilized tax rates even

though they are high. Today you will be asked to make some reductions that could lower our tax rate below \$17 per thousand of assessed value, approaching rates we haven't seen since FY10.

Housing: Under our new Senior Housing Bylaw, we added 12 new homes recently, more than double our average annual rate. Our total population hasn't changed much over the last decade and is expected to grow very modestly over the next few, but we have big changes within this population. Seniors are now almost a quarter of our population while school enrollment has declined more than 10%. We'll hear more today about affordable housing as we are highly susceptible to projects we may have little control over, sometimes referred to as 40B developments. We've reformed the Affordable Housing Trust, asked them to assess multiple locations around town, including Longmeadow and town-owned land, while reinforcing their working relationship with the Planning Board. We also performed a senior housing survey. I'm proud to announce that just this week we inked two Host Community Agreements, one with Habitat for Humanity who will build two homes on Asbury Street, and another with

Harborlights Community Partners, a well-respected developer of affordable housing. These Host Community Agreements help align our local needs with quality developers for a long term relationship, a signal to other potential 40B developers that they need to work proactively with our town and neighborhoods. Local need is key, the law says that 40B developments need to align with our local needs, and for us the priority is rental units for seniors. While the State is impressed with our efforts, they measure progress in new affordable housing permits issued. We are not protected from unfriendly 40B projects until we have hundreds more affordable houses. I've lobbied extensively with the Commonwealth's Housing Department, with the great assistance of Representative Brad Hill, to ask them not to fund 40B developments that aren't in line with our local needs.

From our recent community survey, housing was a big issue. Cottage Housing was one of the top requests and that will be deferred by the Planning Board from today until next April, but they have drafts and the Selectmen are going to help keep the focus on new bylaws and have already provided a



list of priorities to the Planning and Zoning Boards. Regarding the town-wide survey, a special thanks to the 1000 plus people who responded, twice the amount of our last survey, as well as Selectman Shawn Farrell and former Selectman Marc Johnson who lead the effort. Our boards and committees use the results of what you shared and the survey is accessible on our town's website.

**Town Infrastructure:** Regarding our town's infrastructure, the culvert and bridge replacement over the Miles River on Bridge Street is progressing well, we should have two lanes open again in a couple of weeks. Phase 1 and 2 of our water pipes replacement is progressing and we're repaving the streets that have new pipes. Those projects will replace our 60-70 years old, leaky water pipes, ones that were only designed to last 30-40 years. We are assessing the water treatment plant, and that may need some upgrades as well.

I have another special thank you. We are searching for a new DPW Director and in the meantime Police Chief Russ Stevens has been leading that department and doing a fantastic job. If you are not aware, Chief Stevens is on the State

Board of Police Chiefs, so not only does he and his department do a fabulous job for us locally, he's very well respected around the State. We rebuilt our pool because it was leaking so badly. We got a great deal on the pool, not only did it come in under budget, but our share was less than half of the total cost because we got Wenham to regionalize with us and we got State matches to our Community Preservation Act contribution. The pool open house was very well attended, everyone loving the layout, shallow/kiddie section and new bathhouse.

Our Town Manager did a superb job of maintaining our trash hauling services despite the vendor abruptly stopping pickups with almost no advanced notification. That company has since entered bankruptcy proceedings. We have a new trash vendor, providing weekly pickups for the same cost as bi-weekly but the costs are much high than the previous vendor, the reason for the increases in blue bag fees and large items. All the people who supported weekly pickups promised to continue to recycle, and we strongly encourage everyone to do so because each of our efforts reduces the overall cost of the waste program. We are

simplifying the accounting and Annual Town Meeting approval of our waste program too, eliminating the Waste Enterprise Fund, an anachronism of the last decade and subject to constant complaints from our auditors and the State because we never collected enough in fees to balance our costs.

We added hundreds of acres of open space at Sagamore Hill, the largest area in Essex County overlooking beautiful Ipswich Bay by using our Community Preservations funds and matched by lots of private donations. Thanks to Essex County Greenbelt. We need to make some repairs on the Patton Homestead and we'll be asked to decide on that later this morning. And lastly on infrastructure, two possible cell towers are being designed on town-owned land, one behind the Public Safety Building and the other behind Town Hall. There is a private cell tower being considered off Asbury and Highland streets too. And lastly, you'll hear about potential Town Hall renovations later this morning.

**HWRSD Agreement:** Regarding our schools, we are justifiably proud of our district's high rankings both academically and athletically.

Congratulations to the General high school girls cross country team which broke the national record for the most consecutive dual-meet wins with 134, and to Coach Steve Sawyer who encouraged our kids so effectively since 1979. As I mentioned earlier, our senior population is growing while our school enrollment has declined. The ratio of students is shifting to Wenham and the 3-year average enrollment determines the split of school costs. Last year Wenham had over a 9% increase in costs and is facing a budget deficit for next year. The School Committee is asking for a change in the allocation which we've discussed with FinCom, and have all agreed that a longer term of the average enrollment maybe 5 to 7 years is worth looking at, or even other more stable ways like the number of households in each town. We also asked that the ratio of representation on the School Committee, which now has 1 of 7 members from Hamilton be revised.

**Administrative Item:** For administrative matters, we have a number of policies: personnel; code of conduct; land acquisition; building use and the citizens' petition policy that was used recently for site plan review

changes. A citizens' petition many years ago has led to today's decision for an Essex Street sidewalk.

Conclusion: And lastly, a reminder about voting. This year we begin using the Recreation Center, which adjoins the Library and will be closed for the day. The School District has been asking us for years to find alternate site. There will be signs at Winthrop School to redirect us to the Rec Center and special police details to help us too. The election is expected to have very heavy turnout so an easy alternative is to go to the Town Clerk's office and vote early, which you can do starting on October 24<sup>th</sup>. Thanks again for attending our special Town Meeting and to all our volunteers who help out with the many programs we have in Town. Thank you Madam Moderator."

#### **ARTICLE 2016/10 1-1**

The Moderator read: "To hear the reports of Town Officers and Selected Committee and to take action thereon or relative thereto. Reports will appear in the Town Report for calendar year 2016. Both the Board of Selectmen and

the FinCom voted unanimously in favor for this motion."

Town Moderator recognized Scott Maddern.

Scott Maddern said: "I move that the reports of Town officers and committees be received and placed on file."

#### **Seconded**

#### **Vote: Motion passes**

### **SECTION 2: FINANCIAL ACTIONS**

#### **ARTICLE 2016/10-2-1 Prior Year Bills**

The Moderator read: "To see if the Town will raise and appropriate or transfer from available funds a sum of money to pay utility, supplies, and services bills incurred in a prior fiscal year, or take any action thereon or relative thereto."

Scott Maddern stated that the Board of Selectmen voted in favor.

David Wanger said the Finance and Advisory Committee voted in favor

Moderator recognized David Wanger.

Motion moved by David Wanger who said: "I move that the Town raise and appropriate \$2,151.00 to pay bills for supplies and services incurred in FY '16."

**Seconded**

Mr. Wanger invited the residents to attend FinCom meetings and said they currently had one vacancy. As to this particular warrant article, merchandise purchases or accounting services that were incurred in the last month of 2016 occurred but were not paid during that period.

Moderator said this article required a nine-tenths vote so it needed a unanimous vote by law.

**Vote: Motion carries. Nine-tenths requirement was met as declared by the Moderator**

**ARTICLE 2016/10 2-2**  
**Classification/Compensation Table**

The Moderator read: "To see if the Town will amend the Personnel By-law by adopting changes to the classification and compensation

table, or take any action thereon or relative thereto. The Proposed Compensation/Classification Table is set forth in Appendix A to the Fall 2016 Warrant Book."

The Board of Selectmen voted 4-1 in favor.

The Finance and Advisory Committee voted unanimously in favor

Town Moderator recognized Bill Wilson.

Motion made by Bill Wilson who said: "I move that the Town amend the Personnel By-law by adopting the changes to the classification and compensation table for FY '17 as set forth in Appendix A to the Fall 2016 Warrant Book."

**Seconded**

Bill Wilson recognized Michael Lombardo

Michael Lombardo explained the wage and classification study which included internal inequity issues. The study was previously commissioned with negotiating contracts in process. The police union would keep its existing structure.

**Vote: Motion carries.**

**ARTICLE 2016/10 2-3 FY'17**  
**Budget Adjustments.**

Town Moderator read: “To see if the Town will amend the Town operating budget for FY’17 by decreasing the appropriation for certain Town expenses, or take any action thereon or relative thereto.”

The Selectmen recommended favorable action

The Finance and Advisory Committee recommended favorable action.

Town Moderator recognized David Wanger.

Motion made by David Wanger who said: “I move the Town amend the appropriations for certain Town expenses by the following actions:

Decrease General Town Government by \$20,000 to \$1,960,624

Decrease Public Safety by \$10,625 to \$2,638,803

Decrease Department of Public Works by \$8,300 to \$1,543,858

Decrease Recreation by \$1,100 to \$110,793.

If adopted it would result in a total appropriation for schools and all

other Town expenses of for Fy’17 of \$28,391,204.”

**Seconded**

Town Moderator asked David Wanger for a review of the topic to which he responded that the FinCom had asked the Town Manager to review fiscal FY’16 and it appeared that \$681,000 unexpended and unencumbered funds existed at the end of FY’16 with revenue coming at

\$230,992 above expectations for a total excess of over \$900,000. Year-end amounts of \$200,000 might be acceptable but the \$900,000 was an unexpected amount. Fy’17 looked like there might be an excess due to underestimated revenue. The article determined reduced appropriations for itemized areas totaling about \$40,000 of revenue underestimated, about \$125,000, totaling a \$165,000 reduction to the tax rate of about .12 cents per thousand. The FinCom recommended reducing the tax rate using these funds for the last two quarters of FY’17. The rate would go from 17.24 per thousand to 17.12. Mr. Wanger announced that the last article would further mitigate the tax rate. The FinCom thought there were lessons to be learned to tightening the Town’s

approach for appropriation and expected revenue would be in the future.

**Vote: Motion carries.**

**ARTICLE 2016/10 2-4**  
**Appropriation for**  
**Waste/Recycling/Composting**  
**Contract**

The Moderator read: “To see if the Town will raise and appropriate or transfer from available funds money to fund the remainder of the current fiscal year of the multi-year contract for collection and transportation of solid waste, recycling and composting, or take any action thereon or relative thereto.”

The Moderator stated that both the Board of Selectmen and the Finance and Advisory Committee voted unanimous in favor of the motion.

Motion made by Jeff Hubbard who said: “I move that the Town appropriate and transfer from certified free cash \$180,000 to fund the remainder of the current fiscal year of the multi-year contract for collection and transportation of solid waste, recycling and composting.”

**Seconded**

Jeff Hubbard recognized Town Manager, Michael Lombardo.

Michael Lombardo described the situation when the previous trash vendor stopped collecting trash. Cosella was chosen after an RFP was put out to bid. The cost was \$180,000 more for the current fiscal year for recyclables tipping fee. Markets were upside down and became more expensive at \$5 to \$15 per ton. Mr. Lombardo said the Town was still negotiating as a five year contract would make the price go down. This Article was to fund the deficit as to what was budgeted in April.

Gretel Clark (823 Bay Road) offered an amendment to the motion to reinstitute a purchase bag requirement for residents who use the off week solid waste collection.

Motion made by Gretel Clark: “I move that the Town appropriate and transfer from certified free cash \$180,000 to fund the remainder of the current fiscal year of the multi-year contract for collection and transportation of solid waste, recycling and composting, conditioned upon reconstituting a purchased bag requirement for



residents who use the off week solid waste collection.”

### **Seconded**

Town Moderator noted that the main motion is now that of Gretel Clark’s.

Gretel Clark stated there were over 100 communities where residents paid for every ounce of their solid waste. Solid waste pick up had been every other week for the last few years in Hamilton. The new trash program chose to pick up every other week. Ms Clark said there was free coaching for recycling and asked everyone to compare Hamilton’s waste and recycling with Wenham’s noting that the Town of Hamilton’s recycling was double and trash was half that of Wenham’s. Ms Clark said it was only fair that those who did not take advantage of recycling should be the ones who pay for solid waste pick up.

Matt Nevins (10 Bittersweet Lane) stated that he was opposed because there was not enough notice given by the Town to vote on something of this nature so everyone could express their view rather than a simple transfer of funds. Jeff Filapod (18 Gifford Road) thought it was confusing and

messy and suggested purchasing stickers as opposed to bags. Roland Brook (466 Essex St. said the current vendor did not have adequate equipment and asked if there was additional cost to the Town.

Michael Lombardo said the prices were the same weekly and biweekly. Blue bag revenue went from \$32,000 to \$76,000 per year and the recycling rate was 52%. If residents don’t recycle rigorously, there would be a greater cost. Michael Lombardo explained the \$180,000, a 40% increase was an additional cost. Scott Maddern thought it was impractical as there was no off week and the concept of paying more or less based on consumption like schools, was not appropriate as it didn’t matter what you pay compared to what you use. Bill Wilson said the amendment was not the same intent as the original motion and did not have reasonable notice to the entire population.

Gretel Clark said unless you read facebook, you wouldn’t know this was before the Town.

Lynnette Fallon asked if the original schedule was part of a Town Meeting vote. Michael Lombardo responded that the Board of

Selectmen had the authority to set policy to go to bi-weekly and assumed it was set by the Selectmen five years ago. Scott Maddern said Wenham had dramatically increased their recycling. The Moderator read the By-law (Section 2) which indicated that the Board of Selectmen had the authority to set refuse policy and her recollection was that Selectmen had implemented bi-weekly.

Bill Wilson said the article was to discuss appropriations not frequency. The Moderator said she had the discretion to change an article and noted Moderator leniency on the ask because she believed it was within the scope. Michael Lombardo compared the possibility of this being a binding vote versus advisory vote which would be clarified after Town Meeting as it may counter a standing By-law that allowed the Selectmen to make policy. Richard Lowe (938 Bay Road) wanted to know if the Town would still be constrained to one black barrel and Michael Lombardo responded that it would be the same constraint. Jerry Fallon (38 Union St.) said he placed black bags next to his barrel and they were picked up, to which

Mr. Lombardo said he would correct.

The Moderator repeated the amended motion which was now the main motion: “That the Town appropriate and transfer from certified free cash \$180,000 to fund the remainder of the current fiscal year of the multi-year contract for collection and transportation of solid waste, recycling and composting, conditioned upon reconstituting a purchased bag requirement for residents who use the off week solid waste collection.”

**Vote: Motion did not pass**

The Moderator announced that the main motion was on the table without any conditions.

**Vote: Motion passes.**

**ARTICLE 2016/10 2-5**  
**Community Preservation Fund**  
**Projects**

The proposed projects are set for in Appendix B to the Fall 2016 Warrant Book.

The Moderator said she would appoint former Town Moderator, Bruce Ramsey to act as moderator for Article 2-5

Interim Moderator read: “Please turn to Appendix B of the Fall 2015 Warrant Book. Since there are only two projects, we will act on the projects under separate motions. I therefore recognize Jay Butler for the first motion.”

### **Historic Preservation – Town Hall Preservation Project.**

Motion made by Jay Butler (78 Old Cart Road and Member of the CPC) who said: “I move that the Town appropriate \$45,000 from the Community Preservation Fund Balance (Unreserved) to fund the repair of the roof and dormers of the Patton Homestead, conditioned upon commencement of construction by June 30, 2017.”

#### **Seconded**

Jay Butler reviewed the CPC funding and showed a chart that explained how the state matching funding worked. Mr. Butler explained that if the percentage paid by the Town went up, the match would also go up. Further charts showed where the buckets of money were spent and if project were approved at Town Meeting how much money would be left.

The Appointed Moderator reminded the Town that this vote was for the Town to appropriate \$45,000 from the Community Preservation Fund Balance (Unreserved) to fund the repair of the roof and dormers of the Patton Homestead, conditioned upon commencement of construction by June 30, 2017.

#### **Vote: Motion passes**

The Appointed Moderator returned the gavel to Town Moderator, Jennifer Scuteri.

Town Moderator read: “For the second motion under this article, I recognize Jay Butler.”

Motion made by Jay Butler who said: “I move that the Town appropriate \$250,000 (\$185,000 from the Community Preservation Fund Balance (Unreserved) and \$65,000 from the Historic Preservation Reserves) to fund the historic preservation analysis and evaluation of existing condition of Town Hall, conditions upon completion of the analysis by June 30 2019.”

#### **Seconded**

Jay Butler said this project had been one of the larger and popular requests for the total ask of \$550,000, of which \$430,000 was

eligible last time under CPC. The original approval by the CPC included Phase I was for the determination of conditions and analysis for \$250,000 and Phase II was an ask of \$180,000 with bonding for the rest to be requested later.

David Wanger said the FinCom recommended favorable action for this and the following article because there were environmental, workplace, and safety concerns. There would be CPC state matching for funding but the state match was not guaranteed, especially if cities like Boston join in which case it would reduce the money available which should be considered when comparing a 2% to 3% increase in the future.

Bob DeFelice (Cutler Road) asked if the \$250,000 was an estimate or fixed amount as it was a lot of money for an analysis to which Michael Lombardo said \$550,000 was needed to get to the bid documents. Once documents were developed for renovations and repairs were completed, the Town could decide if they wanted to support the costs of the project. An OPM would be needed even before design was started. Doug Trees (557 Bay Road) said the total cost

would be 5-6M and he thought there should be a renovation committee as well as having the town agree to do a major project as a way to get residents involved. Mr. Trees said spending \$500,000 already commits the Town to the project. Virginia Cookson (318 Forest St.) and Alisa Royal (153 Highland St.) expressed that they were not in favor of the project.

John Serafini (601 Bay Road) reminded the Town that there was a model in this town that had a lot of talented volunteers to guide the process to consider the project. The model would get residents to study deficiencies for free to get to a point as to whether the Town would consider the project and then it could be defined what task was required for consultants before committing to \$550,000. Jeff Filipod (18 Gifford) suggested building a new town hall and fix up the existing as a historic monument. Michael Lombardo said that he and Patrick Reffett had both developed 100's of 1,000's of square feet of office space. Mr. Lombardo reminded residents that this was a new government of Town Manager and there would be public input and engagement of the Board of Selectmen and FinCom in public session. Mr. Lombardo explained

the process and the issues that would require renovations and expansion of the space.

Jeanne Miranda (21 Garfield Ave.) said retrofitting didn't work and noted the historical value of the property versus daily use and Michael Madden (231 Highland St) said he was a project manager and was more than happy to act as project manager adding that there were resources in town and said there should not be an ask for money before the project was approved. Bob DeFelice (341 Cutler Rd.) spoke against the proposal recalling his work on the public safety building and the volunteers that had worked to save the town money.

**Vote: Motion fails**

**ARTICLE 2016/10 2-6 Town Hall Renovations Evaluation and Design**

The Moderator asked the audience to read: "To see if the Town will appropriate a sum of money for the purpose of obtaining evaluations of the physical conditions and systems of the Hamilton Town Hall, and for the purpose of obtaining schematic designs, architectural

and engineering designs, cost estimates, bid documents relating to the renovation, restoration, expansion, construction and reconstruction of the Hamilton Town Hall, including all costs for services incidental or related thereto, including, but not limited to, services of architects, engineers, and project managers, and further to determine whether this appropriation shall be raised by borrowing or otherwise; and if by borrowing to raise and appropriate a sum of money for bond issuance costs, or take any action thereon or relative thereto."

Scott Maddern stated that the Board of Selectmen requested to take no action.

**Seconded.**

**Vote: Approved to take no action**

**ARTICLE 2016/10 2-7 Engineering Design for Essex Street Pedestrian and Bike Path**

The Moderator read: "To see if the Town will raise and appropriate or transfer from available funds a sum of money to pay for engineering design for the Essex Street Pedestrian and Bike Path or take

other action thereon or relative thereto.”

The Board of Selectmen recommend favorable action

The Finance and Advisory Committee recommended unfavorable action.

Town Moderator recognized Scott Maddern

Motion made by Scott Maddern who said: “I move that the Town raise and appropriate or transfer from available funds \$40,000 to pay for engineering design for the Essex Street Pedestrian and Bike Path.”

### **Seconded**

Scott Maddern recognized Michael Lombardo. Mr. Lombardo said there had been a review and the next step was to engineer the path with the sidewalk going from the Essex town line to the Wenham town line.

Bob Gray (Bay Road) recalled that at Town Meeting of May 12, 2012, the Town approved \$19,000 for a study and asked if this was a duplicate. Michael Lombardo said this was the next step for engineering specs and the path’s construction costs would be

\$800,000 to \$1M. Bob Gray said the total was \$19,000 with an additional \$40,000 for the study of a path.

David Wanger explained the FinCom’s rationale, which was beyond fiscal issues as the Committee had a duty to look at any and all municipal recommendations. The FinCom did not believe the sidewalk would be used by bikers, only children in which there were safety concerns due to multiple crossing, which were required due to topography. Kids on bikes crossing Essex St was problematic. Regarding the fiscal concerns, the cost would not be just the \$19,000 and the \$40,000 or the \$800,000 to 1M impact along with other expenses. Maintenance such as snow removal, adding an employee at \$20,000 and need to purchase equipment. Mr. Wanger said it was a mistake to view the ask in a vacuum due to safety and convenience as this would apply to many streets without sidewalks which might be brought forward based on Essex St. The FinCom’s role was to maintain level services and approach level funding. This might initiate inconsistent and similar asks.



Scott Maddern said it was a citizen's petition brought forward by Town citizens regarding safety issues as the road had dangerous curves and speeding. Rosemary Huett (24 Birch Road) and Hannah Fraley (Old Cart Road) both spoke in favor of the article. Bob DeFelice (Cutler Road) said he thought \$40,000 for an analysis was a lot as it was a sidewalk. Scott Maddern responded that serious engineering was required to create bid documents adding the sidewalk would be built in increments. Virginia Cookson (318 Forest St.) spoke against the article, while Robin David (Lois St.) recalled that a child had died on Essex St, but was reminded it was in the Sagamore/Moulton St. area. Jeff Hubbard said the Board of Selectmen were not unanimous and he had voted no after considering the \$800,000 to 1M cost.

**Vote: Motion did not carry.**

### ***SECTION 3: PLANNING / ZONING ACTIONS***

#### ***ARTICLE 2016/10 3-1 Zoning By-law Amendment (Phase I)***

The Moderator read: "To see if the Town will amend the Zoning By-law

by deleting the existing text and replacing it with the language set forth in Appendix C, or take any action thereon or relative thereto."

The proposed By-Law is set forth in Appendix C of the 2016 Fall Warrant book

The Board of Selectmen recommended favorable action.

The Finance and Advisory Committee recommended favorable action.

The Moderator read: "You should all have a copy of Appendix C. There are copies available on the table in the lobby. There are some amendments to the Appendix which Chairman Melick will review in his discussion of the motion. An errata sheet identifying these changes was also available on the table in the lobby and you should all have picked up that as well." The Moderator recognized Jeff Melick.

Motion made by Jeff Melick who said: "I move that the Town amend the Zoning by-law by deleting the current language in its entirety and replacing it with the language set forth in Appendix C of the 2016 Fall

Warrant Book, with the amendment as voted by the Planning Board, a copy of which will be provided to the Town Clerk for inclusion in the record of this Town Meeting, and leaving the Zoning Map unchanged.”

The Moderator noted that this motion required a two-thirds vote.

### **Seconded**

Jeff Melick introduced Mark Brobowski and thanked Ann Gero and Patrick Reffett for their help in rewriting the By-laws. Mr. Melick said the Planning Board was not interested in making substantial changes in this Phase. Mark Brobowski said the task was a recodification to keep the By-law consistent with recent state changes, fix internal inconsistencies, and change definitions such as nursing homes being changed to long term care facilities. There were no boundary or dimensional changes according to Mr. Brobowski. Heather Keane (81 Old Cart Road) asked if signage had been considered and Mr. Melick said substantial changes would be due in Spring as Phase II. Lidia Szydłowska (Asbury St) spoke about the 200’ setback for a cell

tower to which Town Moderator responded that there were no dimensional changes under consideration. Mr. Melick said the changes were to make it easier for safety and Federal law.

Robin Sears (14 Bridge St.) inquired about substantive changes to which Jeff Melick responded that any substantive changes were relatively minor for the legal purposes. Virginia Cookson (318 Forest St.) asked about Section 11A and 11B which were deleted in the rewrite, and were regarding Land Subject to seasonal or periodic flooding, which were not addressed anywhere else. Mark Bobrowski said they were addressed in the Wetlands Act so were covered by Conscom. Rick Mitchell (36 Rock Maple) said the Board had been working on this for 1.5 years and urged the Town to pass the article.

Rosemary Kennedy (61 Rust St.) asked about the Table of Use Regulations and if the Business District including Willow and Railroad Avenue. She was concerned that two or more units on the second floor and above had not heard much discussion and there was no maximum. Patrick Reffett said it had been discussed at length and voted upon a few

Town Meetings ago. The upper floor residential use was allowed but the HDC requested more specific language because multifamily was not an allowed use in the Business District. Virginia Cookson (318 Forest St.) responded to Section 1. 1-B and said she disagreed with Mr. Mark Bobrowski because the Wetland Regulations did not cover it. Rosemary Kennedy said Section 3 was a late entry and wondered how many units were allowed and the height defined. Ms Kennedy referred to the survey which indicated that people wanted to maintain a small village feel in the downtown. Mark Brobowski responded that mixed uses were part of Site Plan Review.

Vote: Motion carries. Two thirds requirement was met as declared by the Moderator

**ARTICLE 2016/10 3-2 Cottage Housing Development Overlay District**

The Moderator asked the community read the article: “To see if the Town will amend the Zoning By-law by adding a new section to provide for cottage housing development by adopting the “Cottage Housing Development

Overlay District, set forth in Appendix D, or take any action thereon or relative thereto.”

The proposed by law was set forth in Appendix D of the 2016 Fall Warrant Book

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

**Seconded**

Jeff Melick said the Planning Board wanted to bring the By-law to the Town at Spring Town Meeting.

Vote: Motion carries to take no action.

**SECTION 4: TOWN BY-LAW AMENDMENTS**

**ARTICLE 2016/10 4-1 Regulation of Roosters**

The Moderator asked the community to read: “To see if the Town will amend the Town By-laws, Ch. XVIII, the Animal Control By-law, by adding a new Section 9 to read: Keeping of Roosters. It shall be unlawful to keep roosters on any property within the Town of Hamilton, except for commercial

agriculture property pursuant to G.L. c 40A sec. 3 and the Town's Zoning By-law. Property owners in violation of this By-law are subject to a fine of \$50 per rooster first offense, \$75 per rooster second offense, \$100 per rooster third and further offenses, with each day constituting a separate offense, or take any action thereon or relative thereto."

Motion made by Scott Maddern who said: "I move that the Town take no action on this article."

### **Seconded**

Scott Maddern suggested neighbors talk to each other and the Agricultural Board was reviewing the rules and regulations with some teeth in it.

Bob DeFelice made motion and said: "I move the Town amend the Town By-laws, Ch. XVIII, the Animal Control By-law, by adding a new Section 9 to read: Keeping of Roosters. It shall be unlawful to keep roosters on any property within the Town of Hamilton except for commercial agriculture property pursuant to G.L. c 40A sec. 3 and the Town's Zoning By-law. Property owners in violation of this By-law

are subject to a fine of \$50 per rooster first offense, \$75 per rooster second offense, \$100 per rooster third and further offenses, with each day constituting a separate offense."

### **No second**

Town Moderator said there was no second so the Town would return to the main motion. The main motion was to take no action.

Vote: Motion carries to take no action.

## **SECTION 5: OTHER APPROPRIATIONS AND ACTIONS**

### **ARTICLE 2016/10 5-1 Sale of Town Land**

The moderator read: "To see if the Town will authorize the Selectmen to sell, restrict or otherwise dispose of two parcels of land off of Central Avenue and Baker Avenue, identified as Lots 84 and 85 on Assessors Map 47, on such terms as may be acceptable to the Selectmen, or take any action thereon or relative thereto."

The Board of Selectmen recommended favorable action

The Finance and Advisory Committee recommended favorable action

Motion made by Bill Wilson who said: “I move that the Town authorize the Board of Selectmen to sell, restrict or otherwise dispose of two parcels of land off of Central Avenue and Baker Avenue, identified as Lots 84 and 85 on the Assessors Map 47, on such terms as may be acceptable to the Selectmen.”

### **Seconded**

Bill Wilson recognized Michael Lombardo.

Michael Lombardo said it was acquired town-owned land and the Town needed to dispose of it. There were no evaluation as to whether it was buildable, but when asked to put it out for public auction or bid, there was not enough value as indicated by an Auctioneer.

Amy Howell (29 Central Ave) described the neighborhood, built in the 1800’s adding that the roadway widths were 17’ and there was a safety issue in the neighborhood. Ms Howell noted that there was a 40B project where their park use to be located. Article

5-2 of 2005 requested the same land be disposed of for a 40B and it was rejected. Jeff Filopod (18 Gifford Road) agreed and added the 40B project was in disrepair and the police visited frequently. Alisa Roar (153 Highland St.) asked about a plan and potential developers.

Michael responded that several parcels were looked at for disposal. A RFP would be used to sell the parcel. Donna Brewer said restrictions could be put in place through the RFP process. Scott Maddern said no plans were in place but there was an effort to look at all town owned properties but this was not his favorite site for affordable housing. Mr. Taylor (Central Ave), Chris Lelo (17 Central Ave.), and Anne Brady (12 Ricker Circle) spoke against the proposed article.

Jeanne Moran (21 Garfield Ave) said the neighborhood was cottage style living and said: “I move the Town designate lots 84 and 85 Assessor’s map 47 as conservation land in perpetuity.”

Town Moderator said there was a request to amend the main motion.

### **Seconded**

Vote: Motion carries to amend the motion.

Motion made by Jeanne Moran who said: “that the Town designate lot 84 and 85 on Assessor’s map 47 as conservation land in perpetuity.”

### **Second**

Virginia Cookson wanted a definition of conservation uses and if the custody and control would be by the Conscom. Town counsel responded that there was a definition in statute and by-laws that the care, custody, and control was under the conservation commission which would be used for passive recreation and open space

Vote: Motion passes and declared a two thirds vote by the Moderator

### **ARTICLE 2016/10 5-2 Grant of Easement for Utility Purposes**

The moderator read: “To see if the Town will grant an easement on terms acceptable to the Board of Selectmen and such terms and conditions as are required by law, for an abutter to Town Hall to install an electrical line underground from a utility pole on town land to an abutter’s property,

or take any action thereon or relative thereto.”

The Board of Selectmen recommended favor action

The Finance and Advisory Committee recommended favorable action.

Motion made by Jeff Hubbard who said: “I move that the Town grant an easement, on terms acceptable to the Board of Selectmen and such terms and conditions as are required by law, for an abutter to Town Hall to install an electrical line underground from a utility pole on town land to an abutter’s property.”

### **Seconded**

The moderator added that this motion requires a two thirds vote.

Michael explained it was a utility easement to allow electrical access for the building next door.

Vote Motion carries. Two-thirds requirement was met as declared by the Moderator



**SECTION 6: CLOSING FINANCIAL ACTIONS**

**ARTICLE 2016/10 6-1 Free Cash Application**

The 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, 2016, or take any other action thereon or relative thereto.”

The Board of Selection recommended favorable action.

The Finance and Advisory Committee recommended favorable action.

Motion made by David Wanger who said: “I move that the Town reserve, appropriate, and authorize the Assessors to use \$250,000 of available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2016.”

**Seconded**

David Wanger explained they wanted to maintain a 2.5M reserve to maintain stability and confront the school budget which was 75% of the town budget. The motion would allow the tax rate for the remainder of FY'17 to be \$16.95

**Vote: Motion carries.**

*ADJORNMENT*

The Moderator announced that the Special Town Meeting was dissolved at 12:25pm.

A TRUE COPY: ATTEST:

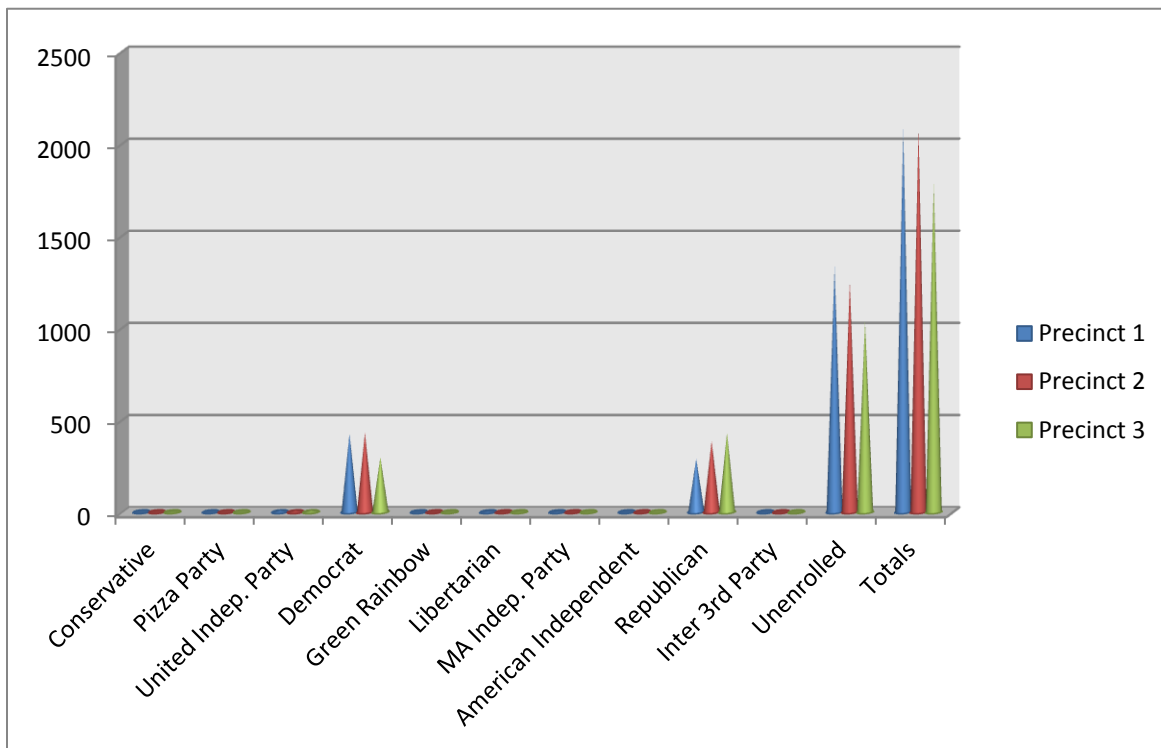
\_\_\_\_\_  
Andrea J. Carlson

Town Clerk

# State Election

**Tuesday, November 8, 2016**  
**At**  
**H-W Recreation Center, Hamilton, MA**

The Polls were opened at 7:00 AM by the Town Clerk Andrea J. Carlson.  
 At the close of Voter Registration on October 19, 2016 there were 5,942 registered voters.



There were **4,762** ballots cast (80% of total voters) as follows:

**Precinct 1 -- 1741**

**Precinct 2 -- 1723**

**Precinct 3 -- 1298**

<b>STATE ELECTION</b>		Precinct 1	1741		
<b>Town of Hamilton</b>		Precinct 2	1723		80% voted
November 8, 2016		Precinct 3	1298		
		<b>TOTAL</b>	<b>4762</b>		<b>OFFICIAL</b>
<b>Candidate Name</b>		<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Electors of President And Vice President Vote for ONE</b>					
Blanks		28	24	18	<b>70</b>
Clinton and Kaine	DEM	958	953	720	<b>2631</b>
Johnson and Weld	LIB	88	131	99	<b>318</b>
Stein and Baraka	GR				
RAINBOW		33	17	19	<b>69</b>
Trump and Pence	REP	583	542	351	<b>1476</b>
Write-ins		50	55	83	<b>188</b>
McMullin and Johnson		1	1	8	<b>10</b>
<b>Representative in Congress Vote for ONE</b>					
Blanks		385	368	270	<b>1023</b>
Seth Moulton					
DEM		1323	1334	998	<b>3655</b>
Write-ins		33	21	30	<b>84</b>
<b>Councilor Vote for ONE</b>					
Blanks		159	148	136	<b>443</b>
Eileen R. Duff	DEM	872	818	609	<b>2299</b>
Richard A. Baker	REP	708	756	550	<b>2014</b>
Write-ins		2	1	3	<b>6</b>

		Precinct 1	Precinct 2	Precinct 3	Total
<b>Senator in General Court Vote ONE</b>					
Blanks		409	349	319	<b>1077</b>
Bruce E. Tarr	REP	1318	1361	968	<b>3647</b>
Write-ins		14	13	11	<b>38</b>
<b>Representative General Court Vote ONE</b>					
Blanks		343	279	251	<b>873</b>
Bradford R. Hill	REP	1383	1432	1039	<b>3854</b>
Write-ins		15	12	8	<b>35</b>
<b>Sheriff Vote ONE</b>					
Blanks		215	216	181	<b>612</b>
Kevin F. Coppinger	DEM	584	555	387	<b>1526</b>
Anne M. Manning-Martin	REP	627	638	484	<b>1749</b>
Mark E. Archer	IND	120	87	80	<b>287</b>
Kevin J. Leach	IND	190	223	163	<b>576</b>
Write-ins		5	4	3	<b>12</b>

	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Total</b>
<b>Question 1</b>				
YES	568	556	310	<b>1434</b>
NO	1129	1121	950	<b>3200</b>
Blanks	44	46	38	<b>128</b>
<b>Question 2</b>				
YES	712	856	668	<b>2236</b>
NO	994	842	599	<b>2435</b>
Blanks	35	25	31	<b>91</b>
<b>Question 3</b>				
YES	1408	1380	1069	<b>3857</b>
NO	299	320	209	<b>828</b>
Blanks	34	23	20	<b>77</b>
<b>Question 4</b>				
YES	896	814	604	<b>2314</b>
NO	820	876	678	<b>2374</b>
Blanks	25	33	16	<b>74</b>

The Polls were closed by Town Clerk Andrea J. Carlson at 8:10 PM.

The results were posted at 10:30 PM.

A TRUE COPY: ATTEST:

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Andrea J. Carlson

Town Clerk

## **Financial Reports**

All financial data cover the period July 1, 2015 through June 30, 2016

### **NOTE:**

#### **Auditor's Report**

The Independent Auditor's Report on General Purpose Financial Statements for the Town of Hamilton was conducted by Clifton Larson Allen LLP on December 20, 2016.

A copy of this report is on file with the Board of Selectmen and online at:

[http://www.hamiltonma.gov/Pages/HamiltonMA\\_Finance/Hamilton%20FY16%20FS.pdf](http://www.hamiltonma.gov/Pages/HamiltonMA_Finance/Hamilton%20FY16%20FS.pdf)

#### **Town Audit**

An audit of the Town of Hamilton's 2016 basic financial statements was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in the Government Auditing Standards as issued by the Comptroller General of the United States



## FINANCE AND ADVISORY COMMITTEE

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The Finance and Advisory Committee welcomes this initial opportunity to participate in the Town's annual report. Pursuant to Massachusetts statute, the Committee is charged with the responsibility of considering "any or all municipal questions for the purpose of making reports or recommendations to the town," and we have sought to pursue diligently those responsibilities on behalf of the citizens of Hamilton.

The Committee is composed of five citizen volunteers, nominated in rotation by the Board of Selectmen and the Moderator, and appointed by the Moderator for a given term. As vacancies occur, notices are disseminated. We encourage citizen participation in any aspect of Town governance as such activity contributes to the strength of our community.

Given the above quoted statutory language, the Committee has attempted to engage with fiscal and other issues relating to the business of the Town and to the welfare of its citizens. We rely on the Finance Director's contributions to provide informative, important fiscal data and have sought to adopt a schedule process providing sponsors of warrant articles to be voted upon at Town Meeting the opportunity

to appear before us so that we then can make informed judgements as to whether or not to recommend a given proposal to both the Board and to the Town Meeting.

With particular reference to fiscal subjects, the Committee has ensured that the Special Town Meeting vote to use "free cash" to mitigate the tax rate was in fact implemented, correcting an error in document submission to the Commonwealth's Department of Revenue relating to the tax rate certification. Constructing a municipal budget is not an exact exercise, we employ experience and good faith to estimate as of the April town meeting the amounts of revenue and expenditures for the forthcoming fiscal year, beginning July first, and notwithstanding best efforts, the fiscal year end tally of actual revenue received, expenditures made, and encumbrances always shows variances from the estimates made more than fifteen months earlier. When such variances reflect underestimates of revenue and/or overestimates of appropriations necessary to operate our government, surplus funds, "free cash", results.

Prudence requires that some of such surplus be held in reserve for future contingencies and anticipated needs, while some of that free cash can be used for more immediate objectives. The Committee, noting the amount of such variances for FY2016, sought both to mitigate the property tax rate as noted above by the application of funds resulting from such under and over estimations, and to review the FY2017 budget to determine if the prior years' experience of under and over estimates was to be repeated.

During participation in the formation of the FY2018 recommended budget, the Committee attempted to draw upon the lessons of the prior fiscal years. These efforts were delayed by the six month vacancy in the Finance Director position, an essential slot now occupied by a capable, dedicated person.

Having now completed a comprehensive FY2018 budget procedure involving conferences with all department heads, the Committee believes the extent of prior year excesses/deficiencies will not be repeated in FY2018, and that the budget recommended for Town Meeting adoption is comparatively tight. The rigorous budget review process clearly demonstrated that the department heads serving the public are capable individuals who pursue their responsibilities with diligence and sincerity.

Approximately two-thirds of Hamilton's annual budget reflects the Town's share of the Hamilton/Wenham Regional School District funding. The Committee participates in school budget review (understanding that by statute the school district is autonomous in that regard), and will participate in review of the school district agreement, where

such subjects as funding and school committee membership apportionment, and recognition of Hamilton's land and services contributions to the school system are to be discussed. In this regard, we are sensitive to the interests of an aging population, to declining school enrollment, to the burdens of the tax rate on both current residents and young families seeking to join our community, and to the values of a superior school system.

The Committee has taken the initiative to engage with Wenham in discussing various service/cost sharing models for public services.

Two additional projects were undertaken: to study and make recommendations regarding payments (in dollars or in kind) to the Town for public services provided to institutions exempt by law from the property tax obligation; and to evaluate and make recommendations regarding the levels of fees, fines and interest assessments. The collaborative shared services/shared costs approach (already in place regarding library and recreation), and these two additional projects share the potential for reducing incremental pressure on the property tax rate. After the annual town meeting, we plan on pursuing these and other projects, and we would welcome suggestions.

To increase communication and understanding of the numerous issues simultaneously confronting the Town, the Committee actively engages in establishing liaison relationships with other Town committees and departments.

The frustration occasioned by increasing property tax bills notwithstanding a lower tax rate, a phenomenon of the statutorily required periodic revaluation of properties and the resulting increase in property valuations, is recognized and understood. We shall continue efforts to mitigate the tax rate, at least in so far as Town-side budgets are concerned; however, it is essential to understand that the size of the budget is related directly to the quantity and quality of services provided to the public.

Finally, the Committee wishes to recommend that our community comes together regarding the inherently divisive subject of affordable housing. The governing law does not permit our ignoring this societal issue, and the understandable self-interest instinct foreseeably can distract to the undesirable result of projects objectively inappropriate for our community. The Town's collective intelligence and good will should prompt a collaborative approach to problem solving.

Respectfully Submitted,

David Wanger, *Chairman*  
Nicholas Tensen,  
John Pruellage,  
Phillips Stearns  
Darcy Dale

# Finance Department

Following is a report of financial status of the Town of Hamilton. Figures presented herein are derived from two sources: the FY16 annual audit and the town's financial system. Further information regarding the town's financial status can be found within the FY16 annual audit.

## Town Operations

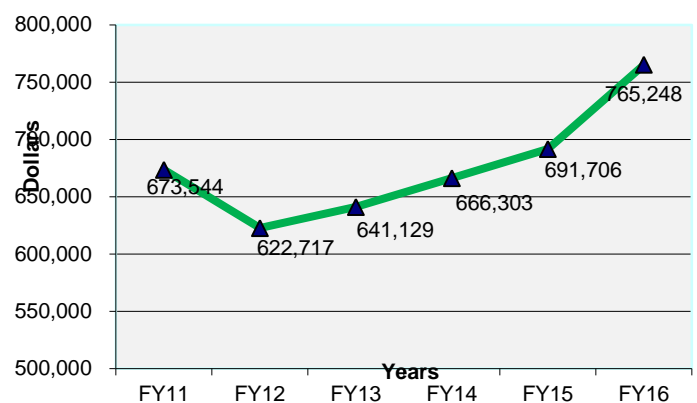
The Town's governmental activities change in net position, increased by \$1,883,968. The key element of this change was a gain on the disposal of capital assets and the increase in deferred outflows related to pensions. The Town recognized a revenue surplus of \$222,054 and an overall budgetary surplus of approximately \$1,236,000 (excluding encumbrances and continuing appropriations) and utilized approximately \$727,000 of reserves to fund appropriations during fiscal year 2016. The collection of committed taxes remains strong as evidenced by our +/-99.5% collection rate. The Town's certified free cash for fiscal 2016 was \$2,502,463.

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,

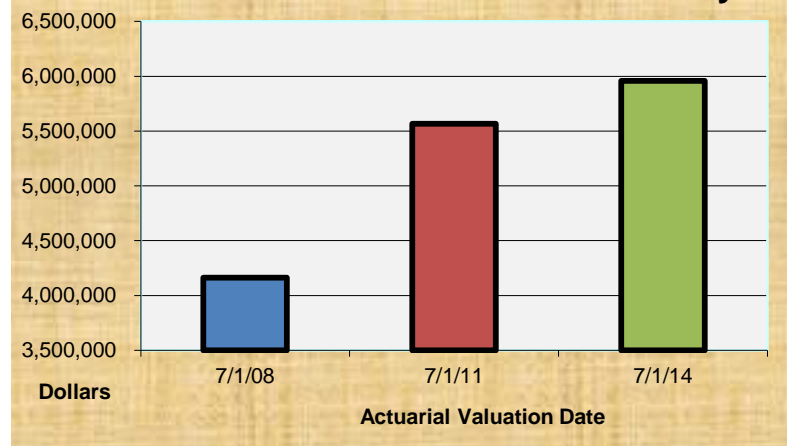
and wages will absorb most increases in revenue thereby restricting growth to operating budgets and capital investment.

The graphs below show the increasing costs for health insurance and OPEB unfunded liability:

### Health Insurance Costs



### Unfunded OPEB Liability



**Enterprise Operations**

Water Enterprise: The Fiscal 2016 operating revenues were \$1,790,114 to an operating expense of \$855,828, resulting in operating income of \$934,286. The year closed with an outstanding receivable of \$460,333.

Waste Reduction Enterprise: Fiscal 2016 receipts from customers were \$90,452, transfers in were \$321,122 from the general fund and \$4,163 from non-operating revenue, bringing the total revenue to \$415,737. Operating expenses totaled \$416,576.

**Debt**

Debt service for FY16 is as follows:

**Levy Exclusion**

Public Safety Building	2025
\$3,235,000	
Joint Library	2020
\$120,000	
Landfill Capping	2030
\$92,000	
Fire Truck	2037
\$70,000	
Water Plant	2020
\$180,000	
HWRSD	2019
\$554,569	

**Within Levy Limit**

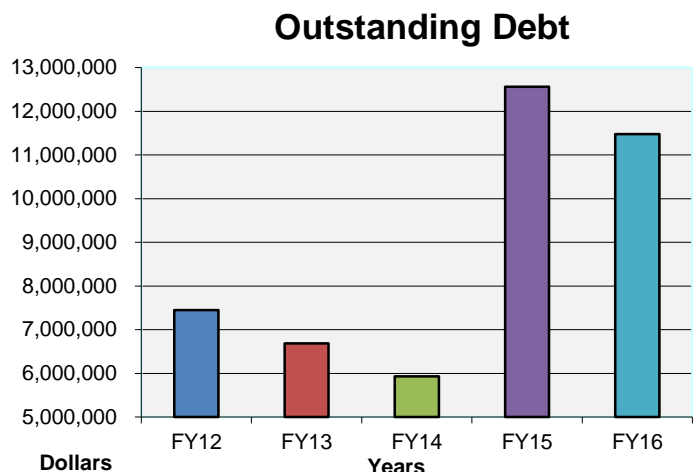
State House Serial Loan	2017
\$25,000	
ESCO	2020
\$30,000	

**Other Sources of Funds**

Donovan Property (CPA)	2020
\$40,000	
Water Plant (Water Enterprise)	2018
\$45,000	
Water System Reconstruction	2035
\$260,000	

HWRSD debt service payment only represents the town share. Additionally, half of the Water Plant debt service excluded from the levy will be supported by the Water Enterprise Fund.

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



## Fund Balances

For a detailed listing of fund balances please refer to the FY16 annual audit available on our website. Selected fund balances are as follows:

- Stabilization Fund  
\$1,036,755
- OPEB Trust Fund  
\$175,646
- Water Enterprise Fund  
\$664,247 (unrestricted)
- Community Preservation Fund  
\$1,693,269 (restricted)

## Financial Audit

The audit of the Town's financial statements for FY 2016 was completed by the auditing firm Clifton, Larson, Allen LLP, and is available on our website. There were no instances of material non-compliance reported by the audit firm.

Respectfully submitted,

Marisa Batista  
*Finance Director*



CliftonLarsonAllen LLP

CLAAconnect.com

- (1) An independent member  
of Nexia International

## 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, 2016, 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.

(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, 2016, 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 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 December 20, 2016, 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 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 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*

December 20, 2016

## Board of Assessors

For Fiscal Year 2016, the total assessed taxable valuation of Hamilton is \$1,434,911,406 with a property tax levy of \$24,752,222. The fiscal year 2016 tax rate as certified by the Department of Revenue is \$17.25 up \$.16 from the previous year. Building permits issued in 2016 resulted in an additional \$244,000 in tax levy growth.

In 2016, the Board of Assessors completed their mandatory 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 2788 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 residential single-family valuation is \$517,400. 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:

<b>Residential</b>	1,364,735,100	95%	\$23,541,680	95%
<b>Commercial</b>	55,964,300	4%	\$965,384	4%
<b>Industrial</b>	703,300	1%	\$12,132	1%
<b>Personal</b>	<u>13,508,706</u>	<u>1%</u>	<u>\$233,025</u>	<u>1%</u>
<b>TOTALS</b>	1,434,911,406	100%	\$24,752,221	100%

Also in 2016, the Assessor's office processed applications for excise abatements, CH91, Elderly, 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, 2016.

<b>July 1, 2015</b>	<b>\$12,974,925</b>
Receipts	\$32,655,574
Disbursements	(\$31,751,197)
<b>June 30, 2016</b>	<b>\$13,879,302</b>

Respectfully Submitted,

Cheryl J. Booth, CMMT, CMMC  
*Treasurer/Collector*

		July - December	January - June	Total
<b><u>COLLECTIONS</u></b>	<b><u>YEAR</u></b>			
<b>REAL ESTATE</b>	<b>2016</b>	\$ 11,371,502	\$ 12,741,905	\$ 24,113,407
	<b>2015</b>	\$ 251,204		\$ 251,204
		\$ 11,622,706	\$ 12,741,905	\$ 24,364,611
<b>PERSONAL PROPERTY</b>	<b>2016</b>	\$ 113,628	\$ 122,911	\$ 236,539
	<b>2015</b>	\$ 363	\$ 34	\$ 397
<b>Prior to</b>	<b>2014</b>	\$ 158		\$ 158
		\$ 114,149	\$ 122,945	\$ 237,094
<b>MOTOR VEHICLE EXCISE</b>	<b>2016</b>	\$ 147,756	\$ 1,006,505	\$ 1,154,261
	<b>2015</b>	\$ 2,628	\$ 21,832	\$ 24,460
	<b>2014</b>	\$ 1,579	\$ 1,806	\$ 3,385
	<b>2013</b>		\$ 417	\$ 417
		\$ 151,963	\$ 1,030,560	\$ 1,182,523
<b>BOAT EXCISE</b>	<b>2016</b>	\$ 2,002	\$ 97	\$ 2,099
	<b>2015</b>	\$ 40		\$ 40
		\$ 2,042	\$ 97	\$ 2,139
<b>WATER</b>				
<b>Rates</b>		\$ 937,887	\$ 711,917	\$ 1,649,804
<b>General Billing</b>		\$ 8,333	\$ 8,793	\$ 17,126
<b>Liens</b>		\$ 1,245	\$ 41,335	\$ 42,580
<b>Penalties &amp; Interest</b>		\$ 2,519	\$ 2,355	\$ 4,874
		\$ 949,984	\$ 764,400	\$ 1,714,384
<b>CPA</b>	<b>2016</b>	\$ 181,834	\$ 208,741	\$ 390,575
<b>Prior to</b>	<b>2015</b>	\$ 2,977		\$ 2,977
<b>Interest</b>		\$ 369	\$ 464	\$ 833
		\$ 185,180	\$ 209,205	\$ 394,385
<b>TAX TITLES</b>		\$ 40,384	\$ 19,890	\$ 60,274
<b>PENALTIES &amp; INTEREST</b>		\$ 40,302	\$ 51,851	\$ 92,153
<b>TOTAL</b>		<b>\$ 13,106,710</b>	<b># \$ 14,940,853</b>	<b># \$ 28,047,563</b>



**Town of Hamilton**  
**Massachusetts**  
**2016**