

Town Manager Report to the Board of Selectmen – Mon., December 7, 2020

Reduced Hours at Town Hall – Beginning on Tuesday, December 1, we have reduced the hours that Town Hall is open to the public. Our town employees will remain working and will be able to serve residents via phone or our various website based services during all our working hours, but we are asking residents to help us slow the spread of COVID-19 in our community by utilizing electronic based services and only visiting Town Hall, the Senior Center or the Recreation Center when necessary.

For the time being, and until further notice, the public hours for Town Hall business will be as follows: Mondays, Wednesday and Friday open 8 a.m. until 12 p.m., Tuesdays open 2 p.m. to 6:30 p.m. and Thursdays open from 12 p.m. to 4:30 p.m.

Governor Baker’s social distancing measures remain in place when you do need to visit our town offices. Please remember to wear a face mask, maintain a safe distance of at least six-feet or more and wash and disinfect your hands frequently.

COVID-19 Testing in Hamilton - The Town of Hamilton is partnering with Beauport Ambulance Services to offer COVID-19 testing for Hamilton residents throughout the month of December. Testing will take place in the parking lot of the Miles River Middle School (786 Bay Rd, South Hamilton, MA 01982) from **8:30 a.m. to 4:30 p.m.** on the following days: **Wednesday, December 9, 2020; Wednesday, December 16, 2020; Saturday, December 19, 2020; Sunday, December 20, 2020; Wednesday, December 23, 2020; Monday, December 28, 2020.**

These will be drive up clinics and pre-registration is not necessary. Proof of Hamilton residency, such as a driver’s license, must be presented to receive a test. Results can be expected three days following testing. Please bring the following with you to the testing site:

- Proof of Hamilton residency
- A completed testing application (paper copies will be available on site for those unable to complete the form from home)
- Health insurance card/policy number

Additional information can be found on the town website at www.hamiltonma.gov.

Candlelight Appreciation for Public Safety – On Wednesday, Dec. 16, 2020, at 4 p.m., the Town of Hamilton will host a Candlelight Appreciation for Public Safety event in front of the Public Safety Building at 265 Bay Road, as a show of support for our Hamilton Public Safety Officers. The Candlelight Appreciation will continue with the opportunity for the public to participate in a Drive-thru Candle Lighting from the start of the official event until 9 p.m. that evening, during which residents can briefly exit their cars to light a candle and then depart to make room for the next car full of residents.

Laserfiche Training – Town staff will begin receiving training this week on a new software platform that will allow more remote work where possible and reduce the need for maintaining paper files for those things not required to be kept due to records retention requirements.

The new software system is being provided to allow more connection to local government, by allowing hundreds of forms and applications that currently are completed and processed in hard copy to be

completed, processed and recorded electronically, allowing a new electronic database of public forms to be built that will be useable by the public.

Public/Private Partnership at Patton Homestead – An agreement for use of the upper floors and some portions of the stables of the Patton Homestead, by a private co-working membership organization, is being negotiated between the town and the principle of Inc.ubate Co-Working.

The arrangement would allow members of Inc.ubate, who need part-time office, small meeting spaces or networking opportunities to utilize sections of the building that are not currently serving a public purpose and Inc.ubate would share revenues generated at the Homestead by Inc.ubate.

The goal is to ensure that the Patton Homestead become self-sustaining, so that the property can be maintained at no cost to local taxpayers, but have the property remain preserved as a part of the community, without requiring public funds.

The agreement is being revised, following the input of the Finance and Advisory Committee, with the goal of a final agreement by the end of December.

Hamilton Masks – The Town of Hamilton has a number of cloth masks with the Town Seal on them, which are available to anyone who wants one on a first come first served basis. Masks can be requested at Town Hall or at the Senior Center.



Cell phone tower update – The town last week received a copy of the fully executed Memorandum of Agreement between the cell tower company, Everest, our town government and the state historic preservation officer, which was sought and approved by the Federal Communications Commission. The MOA was the last hurdle that needed to be cleared for Everest to start their construction of the tower. As such they also notified us that they are currently out to bid on the construction of the tower and expect to apply for the building permits as soon as a contractor has been chosen.