

# Town of Hamilton

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## Town Manager's Office

### Town Manager Report to the Board of Selectmen Tuesday, February 16, 2021

**FY'22 Budget and Capital Presentation** – The presentation of the budget and capital plan for fiscal year 2022 will be this Saturday, February 20 beginning at 9 a.m. via Zoom. All residents are invited to attend.

**Vaccinations** – Over the past several weeks the Health Department, Fire Department and Council on Aging have worked together to vaccinate more than 687 Hamilton residents through at-home vaccinations of homebound elders (50), a local vaccination clinic (130) run by the Council on Aging, Health Department and Fire Departments with assistance from volunteers and a second vaccination clinic held in partnership with Conley's Pharmacy of Ipswich that resulted in (507) vaccinations this past weekend.

The Town has been notified that we will be given more vaccine to run another local vaccination clinic this coming Sunday, Feb. 21, at the Recreation Center on Union Street. The times for this clinic still have to be confirmed, but residents who qualify for a vaccine and still have not received one can call 978-717-3700 to get assistance in registering for the next clinic.

**Regional Pilot Grant** – Last week, the Town applied for the Mass. Office of Business Development Regional Pilot Program grant. The grant application, which was submitted in partnership with Wenham, the Hamilton Development Corporation and Shop Local, asks for funds to launch multimedia marketing campaign for downtown businesses, including a "reopening" street event in the summer, and to provide the seed money needed to turn Shop Local into a self-sustaining, membership based organization. We would like to thank HDC Board member Rick Mitchell for his help in applying for this grant.

**Cell Tower Permit** – Everest Infrastructure pulled its permit to begin construction of the cell phone tower behind Town Hall. Last week, the contractor in charge of the project held a pre-construction meeting with the Town.

The construction company is aiming for a mid to late March start of construction, with the first task being the construction of the foundation. The contractor is also working with National Grid now to make sure they get the work done to bring power to the foundation pad and the pole. It is a relatively short construction window, with an anticipated completion in April.

**Finance Director Opening** – The Town has initiated its search for a new Finance Director. An updated job description has been provided to the search consultant and they are working now to attract applicants and promote the opening.



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In the interim, our efforts to secure the services of a consultant to assist were unsuccessful and, as it turns out, unnecessary. Marisa left us in very good shape. The Draft FY'22 Budget and Capital plans are nearly complete.

**Parking Study Meeting** – The consultant working on the downtown parking study has completed its evaluation of the available space and is starting to prepare some early thoughts to be reviewed with the public.

The next meeting for the parking study will be held on Wednesday, Feb. 24 at 2 p.m. via Zoom. Information on how to connect to the meeting will be shared on the town website.

**Patton Homestead Improvements** – The license agreement with Inc.ubate to utilize portions of the Patton Homestead as shared office and conference space has been signed and efforts to prepare the property are underway.



**Master Plan RFP** – An RFP for a planning consultant has been released and will be distributed through the Goods and Services bulletin on Feb. 22. The plan is to post the RFP for three weeks and have a mid-March response opening. The procurement process will be handled in-house with vendors being rated against the selection criteria that were part of the RFP. Our expectation is to have the consultant on board by late April.

**Information Regarding Compost Program** – The Town is continuing its efforts to make residents aware of the changes adopted for the trash program by the Board of Selectmen. To date, the Town has received 60 applications for exemptions stickers, and over 170 requests for new green bins. As a result of the number of requests for green bins, the DPW has ordered another 160 or so green bins to go with the 160 previously ordered.



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The Town is expecting additional requests for exemption stickers and green bins once we ask Casella to place warning stickers on trash bins in the next week or so. This will help us make sure that all residents have had ample opportunity to learn about the program before any trash barrels are rejected for service later this spring.

This has been an intentionally slow start to this program, because it takes time to make sure that everyone has the equipment they need to participate in the program, as well as knowledge of the change.

**COVID Testing at Miles River Middle School** – The Town's weekly COVID testing clinic at the Miles River Middle School, will continue through the end of the month with testing dates set for Saturdays on February 20 and February 27. The Town offers the clinic in partnership with Wenham and Beauport Ambulance and information on how to pre-register is available on the town website.

Unfortunately, the federal funds we have been using to provide these tests have run low and we may not be able to purchase more tests going forward, once the test kits that we had pre-purchased are gone.

**We ask all residents who want to test for personal reasons to take advantage of the self-pay option, at a cost of just \$85 per person, so that tests for those who are symptomatic or have been notified they are a close contact will be available for those who need them.** Continued use of the town testing site by those who are not symptomatic, MAY result in the closure of this testing site prematurely, due to a lack of funding.



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