

HAMILTON BOARD OF SELECTMEN

MINUTES OF MEETING

Town Hall Memorial Room, 577 Bay Road

August 12, 2019

Selectmen Present: Chair Jeff Hubbard, Rosemary Kennedy, Shawn Farrell, William Olson, and Darcy Dale

Selectmen Absent: None

Town Manager: Joe Domelowicz

Jeff Hubbard called the Board of Selectmen (BOS) meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

**ANNOUNCEMENTS & BOARD OPENINGS**

- The Hamilton Police Department will commence its eighth Citizens' Policy Academy for 10 consecutive Tuesdays beginning Sept. 24 from 6:30-9 p.m.
- The Board of Health has one opening.
- The Hamilton Affordable Housing Trust (HAHT) has one opening.

**PUBLIC COMMENT**

Peter Britton, 466 Highland St., said he wanted to bring to the Board's attention the fact that there are items listed on the 550 Highland St. property card in the Assessors' office he and others believe are invalid, for example, a sale that hadn't taken place. He distributed copies of the card. He also included another card showing what he believes is the correct way a property owned by the Commonwealth should be reflected.

**Selectmen/Town Manager Reports**

William Olson said he hadn't attended the last Town Hall Building Committee meeting and reported that the Planning Board is still working on the Master Plan.

Rosemary Kennedy said she wasn't able to attend the most recent HAHT meeting. She said the Conservation Commission (ConCom) will be discussing the wetlands bylaw rewrite on Wednesday evening. She commented that the Water Meeting held last week was elucidating and encouraged people to watch it on HWCAM.

Shawn Farrell said the Community Preservation Committee (CPC) didn't have a quorum for its last meeting and will be reviewing funding applications for grants at its meeting rescheduled for Monday evening.

Darcy Dale said the Capital Committee (CapCom) is reaching out to department heads to prioritize projects based on what the needs are and is looking to have a collaboration with all the stakeholders. She commented on the Water Meeting and potential that the Town may not need to spend \$1.3M for a pretreatment plant as they have found ways to reduce the organic byproducts and might be able to use that money for other things water-related.

Mr. Hubbard said Patton Homestead Director Kaleigh Paré did a wonderful job giving a tour of the property and explaining the goals there during a recent visit by Secretary of Housing and Economic Development Mike Kennealy, State Representative Brad Hill, and State Senator Bruce Tarr. Mr. Domelowicz acknowledged participation of other partners, as well. Ms. Dale asked if there was potential for grants. Mr. Hubbard said it's hard to say, but the visit was a great first step.

Mr. Domelowicz said his report will be on the website. He congratulated Peter Cobb who was promoted to Assistant DPW [Department of Public Works] Director. He also thanked Rep. Hill for making a connection for him to meet with the Cape Ann Transportation Authority (CATA) Executive Director about possibly complementing the current senior transportation service. He also echoed comments about the Water Meeting and encouraged people to view it on HWCAM or YouTube. He complimented the Town's summer parks program and thanked the 36 counselors who are working with about 180 kids per week for doing a fantastic job.

### **CONSENT AGENDA**

- **Approve appointment of Peter Blanchette as Interim Building Inspector for Hamilton, on recommendation of Patrick Reffett and Jackie Bresnahan.**
- **Approve Minutes of the July 1 Joint BOS and CPC meeting.**
- **Approve Minutes of the July 15 BOS Meeting.**

### **Decision:**

Ms. Dale made a motion to approve the Consent Agenda. Mr. Farrell seconded the motion. The BOS voted unanimously (5-0) to approve the motion.

Mr. Blanchette introduced himself, reviewed some of his qualifications, and thanked the Board. He said he is used to 24/7 work and will email them all his contact info.

### **AGENDA**

**Accept Proposed Contract for Fire Chief Ray Brunet—Refer for Future Vote**

Mr. Domelowicz said he and Chief Brunet had worked out the contract and it is ready for BOS review. It was reviewed by the former Town Counsel and will be reviewed by the new Town Counsel as well as the Finance and Advisory Committee (FinCom).

**Discussion of Articles Proposed for Special Town Meeting Warrant—Vote to Close Warrant to New Articles**

Mr. Domelowicz explained they would be voting on the items to be on the warrant and to close the warrant to new articles so the Town Meeting agenda can be set. Ms. Dale clarified that by the first week of September they should have draft language for the warrant and that the FinCom would receive the draft at that time as well. Mr. Hubbard asked if the BOS would be voting on each item individually (about placing them on the warrant) or all at once. Mr. Domelowicz said that was up to them. He provided detail for each of the items below:

- **Prior Year Bills in the Amount of \$3,421.87—Finance**

- Miyares & Harrington \$143.50 (Town Manager)
- RollnRack, LLC \$224 (Fire)
- Sihpol Overhead Door \$949 (DPW)
- Sihpol Overhead Door \$651 (Police)
- Sihpol Overhead Door \$1,952 (Fire)
- Peter Albano \$165 (DPW)
- SigSauer \$225 (Police)
- O'Connell Plumbing \$1,715.37 (DPW)

Mr. Domelowicz explained these bills came in after the Town had posted the warrant for Fiscal Year 2019. Mr. Farrell inquired about transfers.

- **Education Appropriation Decrease of \$160, 125—Finance**

Mr. Domelowicz explained the decrease is due to O.P.E.B. (Other Post-Employment Benefits) not being funded by the Schools and said that money is being returned to the taxpayers. Mr. Olson discussed the tax implication (decrease).

- **Collective Bargaining Transfers from Salary Reserve to Individual Departments—Finance**

No questions raised.

- **Debt Service—Phase 4 Water Improvements, Authorization to Borrow \$1.474M (from original \$10M authorized in 2014) to allow fall/spring project timeline—DPW & Finance**

Mr. Domelowicz said a vote would be needed to bond for the money previously approved by Town Meeting.

- **Non-Zoning Conservation/Wetlands Protection Bylaw—Rosemary Kennedy/BOS**

Ms. Kennedy explained this bylaw is being enacted to further protect the Town's water resources to the extent allowable by law. She said she wanted to see language regarding the burden of proof made tighter and the \$300 fine for violation made more "serious." Mr. Olson asked if a map would go with the bylaw. Ms. Kennedy said the Conservancy District is gone; this bylaw uses the wetlands or plant material (vegetation) that surrounds the wetlands as the delineation. Mr. Olson raised a question about "grandfathering" existing conditions, such as properties that are currently nearer to vernal pools than they should be. Ms. Kennedy said there is a section that allows for existing structures to be rehabbed on the same footprint. She also noted these kinds of issues are already addressed by the existing conservation bylaw. Mr. Domelowicz suggested that since the bylaw is still being refined that they wait until they have the final language for review. It will also be reviewed by Town Counsel KP Law, P.C. Mr. Farrell suggested Ms. Kennedy contact the Town of Wendell, whose bylaw was used as a sample for the draft. Ms. Kennedy said she sought input from several other sources as well.

- **CPC Requests**

- **Affordable Housing Trust to Habitat for Humanity (\$200K est.)—Hamilton Affordable Housing Trust**
- **Town Hall Building request (partial) (\$200K est.)—Town Hall Building Committee [THBC]/BOS**

Mr. Domelowicz explained that the amounts given are estimates from the CPC as the funding hearing hasn't yet taken place. He explained the two projects. The first is to assist with a purchase of land for an affordable housing project of seven units. Mr. Olson noted there is a cell tower on part of that land and access issues need to be worked out:

- **Town Hall Building Committee Request (partial) (\$407,767 est.)—Town Hall Building Committee (THBC)/BOS**

Mr. Hubbard said this will get the Committee everything it needs to determine the total construction cost for the project.

- **Home Rule Petition, 550 Highland St. (no new funds sought)**

Mr. Domelowicz explained this article adds specific language to the petition asking the Legislature to take action. Ms. Kennedy asked how long it would take to be reviewed and approved. That's to be determined. Mr. Domelowicz said everyone will have a copy of the petition tomorrow, including the Board of Assessors.

- **Amendment to Chapter 59 Section 5 Clause 41A of Mass General Law (MGL) increasing the income limit for senior single household tax filers to \$58K per year—Assessors (no funds sought)**

This is another housekeeping issue, Mr. Domelowicz explained. The current income limit is \$40K annually and only one citizen is utilizing the program, which is a

deferral program. The Assessors proposed the increase so that more people may be able to take advantage of the program.

- **Repair six nonfunctioning overhead garage doors at Public Safety Building, cost of \$25,800—Fire/Public Safety**

The garage doors haven't worked right since installation. Mr. Farrell noted they don't close all the way. Mr. Domelowicz noted this year \$3K was spent to repair two doors, and that worked to solve the problem. Now they are asking for the money to repair the other doors. This also impacts the heat in the building. Proper procurement procedures will be followed, he noted.

- **To revise the language of 2019 Annual Town Meeting Article 2-18 to allow the \$1.5M appropriation to be used for the preferred option of either water treatment plant improvements or well development, as determined to be the most cost-effective and efficient course of action (no new funds sought)**

If the Town's engineers determine that a pretreatment plant isn't necessary, this will allow the flexibility to use the money for another course of action. Mr. Olson asked about including language on timing/sunset for this action. Mr. Domelowicz will discuss that with Department of Public Works (DPW) Director Tim Olson.

- **To revise compensation tables based on union agreements and typo on DPW Director's pay grade (no new funds sought)—Finance**

Mr. Domelowicz said it was discovered that the compensation table isn't currently matching up with some actual pay grades. The money was budgeted; it is just another housekeeping item to make sure they match.

- **Other items not known at time of meeting posting**

No other known items.

Ms. Kennedy inquired about the tree program proposed and whether funds will need to be requested at Town Meeting for it. Mr. Domelowicz said through good budget management, the DPW can kick-off the tree program this year with money already available so they don't need to request more funds at this point.

**Decision:**

Mr. Farrell made a motion that all the items discussed be placed on the warrant and that the warrant be closed. Ms. Dale seconded the motion. The BOS voted unanimously (5-0) to close the warrant.

**Next Steps for Warrant Preparation—Discussion**

Mr. Farrell noted they hope to keep the number of warrant drafts lower this year than in past years.

