HAMILTON BOARD OF SELECTMEN

MINUTES OF MEETING

Teleconference

November 23, 2020

Selectmen Present:	Chair Shawn Farrell, William Olson, Darcy Dale, Rosemary Kennedy, and Jamie Knudsen
Town Manager:	Joe Domelowicz Jr.

** This meeting was conducted via Zoom teleconference with all the above participants remaining in their homes.*

Call to Order/Pledge of Allegiance

Chair Shawn Farrell called the Board of Selectmen (BOS) teleconference to order at 6:33 p.m. and took a roll call. All five BOS members were present. The Pledge of Allegiance was recited.

Board and Committee Openings

- Council on Aging two openings
- Hamilton Historic District Commission (HHDC) openings
- Zoning Board of Appeals (ZBA) opening
- Community Preservation Committee (CPC) opening
- Conservation Commission opening
- Open Space Committee opening

Selectmen/Town Manager (TM) Reports

Darcy Dale said she learned the Home Rule petition regarding 550 Highland St. was going forward. No more taxes are being assessed to the residents of the [curatorship] property. She said in the past, one of the assessors, who doesn't work for the Town any longer, had changed the card from Commonwealth of Massachusetts [as the property owner] to the family's name without explanation, and the card was later changed back to the Commonwealth. That calls into question the taxes the family paid. Ms. Dale would like the issue to be placed on a future agenda. Her other comment is that the Town Hall Building Committee (THBC) will be conducting an informational meeting tomorrow evening.

Rosemary Kennedy reported the original plan for the THBC was for it to be dissolved after the renovation was passed by Town Meeting; however, the THBC has asked that the BOS vote to continue the Committee through construction. Town Manager Joe Domelowicz Jr. said he will need to look back to see how the Committee was charged originally and will put the item on the next meeting agenda.

William Olson reported the Planning Board is looking at some Town bylaws starting with a discussion of a Flexible Zoning bylaw on Dec. 1.

Jamie Knudsen said the Affordable Housing Trust (AHT) received reports regarding the Habitat for Humanity project at 434 Asbury St. and the Traggorth Companies LLC project at 59 Willow St. This Saturday, the AHT will conduct a site visit of the Asbury Street property. Traggorth did receive Department of Housing and Community Development (DHCD) funding and will start construction of the project in 2021.

Shawn Farrell said Everest [Infrastructure Partners], formerly Varsity Wireless, was presently bidding on the cell tower project located behind Town Hall and will be pulling building permits and breaking ground soon.

Mr. Domelowicz said the Dec. 3 Special Election ballot is available by mail. Instructions for ordering a mail-in ballot are on the Town Clerk webpage. Hamilton's Police Dept. will receive body cameras as a result of a State grant. Fire Chief Ray Brunet will be returning from medical leave on Nov. 30 and Acting Fire Chief Kenneth "Kirby" Brand will be stepping down. The Police Dept. will hold its annual Stuff-a-Cruiser toy collection, this year a socially distanced event, to benefit children at Shriner's Hospital and local families in need.

Public Comment

Mr. Olson said he had seen some emails regarding available COVID response-related State grants. Mr. Domelowicz said there will be a meeting about that tomorrow with the Recreation Department, Department of Public Works (DPW), and Hamilton Development Corporation (HDC) to talk about some ideas passed along by residents.

CONSENT AGENDA

- Approve Minutes of BOS for Sept. 12, Oct. 13, and Nov. 14, 2020
- Approve revision to the Minutes of BOS for Oct. 19, 2020

Mr. Farrell said the revision to the Oct. 19 BOS Joint Minutes with the Finance and Advisory Board (FinCom), which was included in the packet, was a correction of a dollar amount.

Decision:

Ms. Dale made a motion to approve the Consent Agenda. Mr. Olson seconded the motion. A roll call vote was taken with "ayes" from Ms. Dale, Ms. Kennedy, Mr. Olson, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

AGENDA

HWRSD (Hamilton Wenham Regional School District) Superintendent Mary Beth Banios—School Discussion

Ms. Banios said as the Schools prepare for Thanksgiving, they are seeing an uptick in COVID cases. The Schools want to hear from families about what is working/not working. They've spent time in both hybrid and full remote models. The elementary school principals shared survey data from parents with the School Committee. Principals attended coffee hours with families. A public hearing/Zoom meeting on the reopening plan will be held Dec. 9. Ms. Banios said things have been difficult in households where working parents are juggling at-home learning for their children. She reported High School Principal Eric Tracy secured a grant from the EdFund. She said on Dec. 17, the School Committee will meet with multiple boards across the two towns.

Mr. Olson asked if the schools were seeing grades consistent with other years or if there had been a drop. Ms. Banios said at the next leadership meeting on Dec. 2, they will look at those trends. Mr. Olson asked how teachers were doing. Ms. Banios said teachers are working incredibly hard managing different learning modalities. She said both teachers and parents are under much stress. Mr. Olson said he thought it great that teachers have expressed being open to receiving emailed questions from kids and parents, and encouraged her to have that continue.

Mr. Farrell asked if there was talk of moving back to full-time, in-person learning. Ms. Banios said a huge challenge is maintaining the six-foot social distancing. If they go below six-feet and someone in the class tests positive, everyone needs to quarantine. Right now they are trying to maintain what they have [hybrid model] in the face of rapidly increasing COVID numbers.

Mr. Farrell discussed the school budget and gave some history. For the last budget, the Schools had originally proposed a 13% increase that was later cut back to 9%. This increase is high, especially when one considers Wenham reached its levy limit and Hamilton was close to it. He said the two towns are working to level the curve in a proactive way with proper capital planning. Ms. Banios said she wouldn't anticipate seeing increase rates like that for this year or in the years ahead. She said they need to look at a level that is palatable for the communities and maintains a high level of quality in education and map out a plan. Mr. Farrell said he wanted to encourage the Schools to address the approximately $48M O.P.E.B. [other post-employment benefits] liability. Ms. Banios acknowledged O.P.E.B. as a real liability and said it was important not to turn away from it. She said it was on her list of problems to solve.

Set Limits for Chapter 91 Program for 2021—Vote
Mr. Farrell said the vote on the Chapter 91 program [allowing certain qualifying seniors an exemption on real estate taxes] is usually taken at the beginning of November. The current income limit is $47,520 for a single person and $71,280 for a married couple; and the applicant needs to be 65 years of age as of July 1. Asset limits are $61,581 for a single person and $84,445 for a married couple. The funding for the exemption is capped at $50K. The application deadline is April 1. Ms. Dale clarified the asset limitation does not include the property.

Decision:
Mr. Olson made a motion that the BOS approve Chapter 91 limits for 2021 with the following requirements: age as of July 1 of 65 years old and total household income of $61,581 for a single person and $84,445 for a married couple. Ms. Dale seconded the motion. Upon suggestion from Mr. Domelowicz, Mr. Olson amended his motion to include the $50K cap in funding for the exemption [over the course of the applicant's lifetime]. Ms. Dale seconded the amended motion.

Further Discussion:
Ms. Dale inquired if the BOS should add that the limit not include retirement assets. Mr. Domelowicz said that change hasn't been approved yet by the AG [Attorney General] so cannot be added, but could be discussed for FY'22. He said the amended bylaw would require the Board of Assessors to create guidance on it, so it won't be part of this year's program. Mr. Olson asked Mr. Domelowicz how many people utilize the program; he replied 10 to 15 a year.

Decision (Continued):
A roll call vote on the Chapter 91 limits was taken with "ayes" from Ms. Dale, Ms. Kennedy, Mr. Olson, Mr. Knudsen and Mr. Farrell, (5-0) unanimous.

Town Manager Review Template—Discussion and Vote
Mr. Farrell said he wanted to make the template easier to read with a place for comments. He, Mr. Olson, and Mr. Domelowicz will have it ready for the next BOS meeting.

Recap of Special Town Meeting—Discussion and Next Steps
Mr. Farrell called the automated vote counters/"clickers" a game changer. The only criticism he had is that on the screen the count of the votes only went to 100, so if 120 people voted, the other 20 votes weren't shown. Mr. Olson said there was another screen in the background, but they had not toggled to it. They can do that in the future so all the votes will be displayed. Ms. Dale asked if they can confirm all the votes were counted and was assured yes. Mr. Domleowicz said not all people voted on all warrant articles, but all the votes were counted and the Town has them recorded.

Mr. Olson commented that the Town Meeting format was great and said it was good to hold the event in the tent. It was discussed the BOS should plan on a similar scenario for Annual Town Meeting (ATM). Ms. Dale asked if Cares Act money will be available. Mr. Domelowicz said there is talk that Congress will extend the deadline past Dec. 31, but he had a very preliminary conservation with the FinCom about the possibility of using reserve funds for the tent if necessary. Mr. Farrell said there's argument the Cares Act funds should last as long as the state of emergency lasts, and towns should also have access to funds to help with contact tracing. Mr. Farrell commented that the meeting went quickly and Town Moderator Bill Bowler did a good job moving it along.

Human Rights Commission Policy—Discussion and Vote

Mr. Farrell said he received emails both in support and not in support. He said he had distributed an email from Ms. Kennedy [not included in the meeting packet] about working toward using the Antidiscrimination Policy the Town already has in place. Ms. Dale spoke in support of Ms. Kennedy's draft (Antidiscrimination Policy and Liaison document). She said it was easier to read, didn't involve too many people, and said it performs the same result as the raw, unedited document for the Human Rights Commission. She said the BOS needs to ensure there is no public shaming or partisan politics, which should not be in a municipal arena.

Decision #1:

Ms. Dale made a motion to accept the Antidiscrimination Policy and Liaison document as written by Ms. Kennedy. Ms. Kennedy seconded the motion.

Further Discussion:

Ms. Kennedy praised the existing local Human Rights Coalition and said it had similar goals to the Human Rights Commission proposed and said she didn't see why both were needed. She said the existing Coalition may be involved in picketing, attracting social media attention, etc., and she was concerned that the Town, a government agency, would have no right to be engaged in activities that censored people. She said every person in Hamilton had a right to free speech and no matter how distasteful a particular speech, if something isn't prohibited by law, the Town's has no right to mediate it. She said the Antidiscrimination Policy provides common ground and affirms the Town's commitment to protect the civil rights of all people, and that the appointment of a liaison would help to guide people to the appropriate source if there are violations. It was her opinion that the Antidiscrimination Policy and Liaison document would not be as divisive as she thought the Human Rights Commission Policy document had already become. She asked Mr. Farrell to display her draft onscreen.

Ms. Dale stressed that a Town policy "cannot be political" and favored a middle-of-the-road approach.

Mr. Olson said he did not think Ms. Kennedy's document or having just one liaison went far enough, and he was not ready to approve it. Instead he wanted to make changes to the Human Rights Commission Policy currently before the BOS.

Ms. Kennedy argued that the Human Rights Commission Policy talks about condemning bigotry and disrespect, which are nebulous and not definable. She said the Commission had no jurisdiction to adjudicate or mediate, although the existing Coalition had it within its charter. She was concerned the Human Rights Commission would not know its boundaries if it were closely aligned with the Coalition.

Ms. Dale said the new policy had the potential to create division in the Town and even to ruin lives. She suggested the BOS review the two documents and try to blend them. She said the issue might be something that should go before Town Meeting. She suggested a public hearing. Mr. Farrell noted the BOS meeting was a public meeting and called the vote on Ms. Dale's motion.

Decision #1 (Continued):
A roll call vote [about whether to pass the antidiscrimination policy written by Ms. Kennedy] was taken with "ayes" from Ms. Dale and Ms. Kennedy, and "nays" from Mr. Olson, Mr. Knudsen, and Mr. Farrell, (2-3). Motion did not pass.

Decision #2:
Ms. Dale made a motion that the BOS table the Human Rights Commission Policy agenda item until the BOS has more discussion and can come to an agreement. Ms. Kennedy seconded the motion.

Further Discussion:
Mr. Farrell said the BOS had already discussed the issue for four meetings and noted Wenham had approved the same document without many edits. Ms. Dale said Wenham was the only nearby Town that had such a document. She took issue with the Human Rights Commission preparing reports on religious initiatives cited in #5 of the Commission's duties. Mr. Farrell said the reference pertained to when there was an incidence of religious discrimination. Mr. Knudsen agreed with Mr. Farrell. Ms. Dale said the topic of not discriminating based on religion was in the first part of the policy, which she supported, but she said #5 of the duties crossed a bright line. She said she had discussed it with the State ethics investigator who was of the opinion it would take just seconds for a lawyer to get in there and litigate.

Decision #2 (Continued):
A roll call vote about whether to table the issue was taken with "ayes" from Ms. Dale and Ms. Kennedy, and "nays" from Mr. Olson, Mr. Knudsen, and Mr. Farrell, (2-3). Motion did not pass.

Decision #3:
Mr. Olson made a motion that the BOS approve the Hamilton Human Rights Commission Policy as amended and discussed tonight. Mr. Knudsen seconded the motion.

Further Discussion:

The Human Rights Commission Policy [included in the BOS packet] was displayed onscreen. Mr. Olson, Mr. Knudsen, and Mr. Farrell further edited the document, which already included a few edits by the Selectmen. Mr. Olson said language regarding a non-voting member from the high school had been removed at one point and he wanted it included. He had deleted language under "At-Large Community Members" that spelled out a list of protected classes. He was in favor of leaving the statement: "shall be representative of the demographics of the town." He said the list was already included in the second paragraph and did not see a need for it to be repeated. Mr. Knudsen said he was not in favor of removing the list. He favored leaving it in both places or leaving it at the beginning of the document (in the second paragraph) and then just referring back to it in the second instance (paragraph six). He said the reason behind the Commission was that people who are a little more vulnerable and feel marginalized in the community need someone to speak for them, which would be the at-large members of the Commission.

There was a discussion about one of the protected classes being ex-offenders, and Mr. Knudsen was in favor of leaving that in, as well. He said the Town didn't want to discriminate against anybody merely because they may have committed a crime in the past. He said he thought some of the reason this matter was being made divisive is that people were not reading the document. Ms. Dale said the Wenham document did not include "ex-offender status." Mr. Knudsen said that wasn't true. Anna Siedzik, who was involved in the original drafting of the document, wrote in the Zoom chat that the Wenham document did include ex-offender status. Mr. Farrell clarified the makeup of the Human Rights Commission would be determined through the application and vetting process with the BOS having its say.

Mr. Knudsen said the Human Rights Commission would not be adjudicating. All it was doing was stating that they, as a Town, wanted to be free of the types of discrimination listed.

Ms. Kennedy discussed duties of the Human Rights Commission that are duplicative of the Human Rights Coalition. She said she suspected people would want to be members of both groups. She said she didn't have any problem with the Coalition mediating issues of disrespect or micro-aggression, but thought it crossed a boundary for the Town to be involved in those activities. Mr. Farrell said the Coalition and Commission are only the same in that they are both pro-human rights. Ms. Kennedy said she felt they were too inter-meshed. Ms. Dale said the document actually looked like it came from the Coalition. Mr. Olson objected to talking about the Coalition as he said it wasn't on the agenda; he said the BOS should only be discussing the Commission.

Mr. Farrell brought the conversation back to editing the document. Mr. Olson said he wanted to clean up language to provide for flexibility. Where it said the Commission would work with other groups, he did not want the groups named specifically but rather to say "working with other organizations and/or municipalities." Mr. Knudsen said he would argue for keeping #6. Mr. Olson asked how it differed from #1. He was in agreement with Ms. Dale and Ms. Kennedy that the document was a bit wordy and too specific. Mr. Olson said the job of the Commission was not to report to the Police Chief, although the Chief

could sit on the Commission. He asked to whom the Commission was reporting—the Town Manager or to the BOS. Mr. Farrell said he thought it should report to the Town Manager who would then bring issues to the BOS and Police Chief.

Mr. Knudsen asked if the student representative had to attend Hamilton Wenham Regional High School or could attend a private school. That prompted the language of #4 to be made less specific: "non-voting student representative of Hamilton."

Members of the BOS argued about whether there had been enough review of the policy. Mr. Knudsen noted the first reading had taken place on Sept. 14, and said all five BOS members had voiced support. He said at the Oct. 13, a second reading had taken place and there was obvious discomfort from some on the BOS. On Nov. 9, he said there was a third reading, and tonight's meeting was the fourth. Ms. Dale noted the document still wasn't completed.

Police Chief Russell Stevens, one of the original proponents of the Commission, said he thought the back and forth conversation was good. He said it pained him to hear from parents who say they are afraid to have their children who are people of color walk downtown. He said he is all for having the matter go through public comment. He applauded the Town for doing something good and working toward a goal.

Mr. Farrell took comments from the public:

Allie Moffett, 2 Smithwood Terrace, spoke in support of the Commission and Hamilton for showing support for the inclusion of all people, supporting human rights as a core value, and educating the community. She said it will only benefit the Town.

COA Board Member Mary Jane Brown, 58 Moulton St., supported the initiative and said establishing the Commission was an important signal to marginalized individuals that they were respected and heard. She said speaking up in face of discriminatory or hateful behavior is an act of vulnerability and courage. She said it was often easier for the marginalized to disengage and that was a loss for all of them. She said this action signals that the Town and BOS are willing to take a leadership role in working toward a more perfect union.

Lorrie Ann Manganaro, 40 Garfield Ave., spoke in support of including all of the words in the document including the ex-offender status part. She said the document should be used to promote discussion, and in a case where anyone felt in a vulnerable situation, by reading the document, they would immediately understand it is not right and can get help.

Tracy Mayor, 71 Fox Run Road, thanked the entire BOS. She said her place of employment had been working on the issue and she learned that one should feel kind of uncomfortable talking about and understanding these issue. She said one thing that didn't come out in the discussion is that the policy is for all of their benefit. It isn't to cover the Town legally; it is a widening out of the halo of people they are trying to welcome and protect. She wanted to keep the protected classes list in the document. She felt that was useful to have in there.

Nancy Stehfest, 1 Highland St., urged the BOS to approve the document. She said this summer she had heard about two micro-aggression incidents—one was from a visitor and one was from a resident who felt uneasy and not welcome in the Town.

Tosh Blake, 217 Sagamore St., noted he participated in the discussion at the last meeting. At the very least, he urged the BOS to take into consideration what was being said by Ms. Dale and Ms. Kennedy. He said most people don't expect the BOS to bring a political agenda into the Town and thought it would be hasty to have a vote on it tonight. He said with the voting of "3 for" and "2 against," the issue had potential, without greater public input, to divide the community in a way they might not foresee. He said that the Town Manager, Police Chief, and a handful of activists were moving it through. He was in favor of having a public forum and did not think the current Zoom meeting was the way to do it. He said the BOS represented the whole Town and should involve the whole Town.

Karen Angelli, 4 Postgate Road, supported the Commission as a resource and said those not interested in it should volunteer and turn it into something that helps them all have human rights.

Will Schmidt, 71 Fox Run Road, who said he attended Hamilton public schools K thru 12, said the conversation needs to be had. Addressing some board members' concerns that the policy could inhibit free speech, he said he begged to differ. He said he has been part of the Facebook group and it was good to see the discussion.

Annette Ritchie, 84 Sagamore St., said her family was new to Hamilton and found out about the Coalition right at the get-go and has been participating. She said it makes a difference to her to have her voice heard and said that since moving to Town, she has met neighbors and library groups who don't know the Town is doing this and have asked why the Town isn't standing up. With the policy in place, she said she could say that the Town was.

Michael Madden, 231 Highland St., who introduced himself as a Hamilton resident for 10 plus years as well as an immigrant from Northern Ireland, said he supports human rights to all people, but asked why the BOS was in a hurry. He said since it is for all their benefit, they should welcome everyone and not exclude anybody's views.

Allison Spies, 14 Farrington Lane, said she had listened intently to the arguments against the Commission and doesn't think it would infringe on freedom of speech but will show that the Town supports all differences.

Ms. Siedzik thanked the BOS, Mr. Domelowicz, Chief Stevens, and Town Counsel. She said the group editing this evening was impressive. She made mention of the emotion in one resident's voice who had commented and said when the Town creates space for people to be heard, it shows the residents they are loved, safe, and protected. She said one of the best things to come out of the conversation is that people are feeling comfortable to speak up. She said they were not doing this to protect people's free speech or a political party, but for people who feel marginalized by small gestures and slurs.

Ms. Dale said the concept is something they all agree on; the argument was about semantics. Ms. Kennedy agreed. She said the question was how to develop a policy that's comfortable for all people.

Mr. Farrell said the Commission was an advisory board to help promote tolerance and diversity and to help the BOS review any policies (in place or in the future) to help them be an inclusive community. He said having the group will help the BOS get a broader sense of what the needs are and make sure they are thinking of everyone in the same way that the ADA helps residents with disabilities.

Ms. Kennedy said they are thinking of the group as an advocacy group and asked what if some people don't want to be enlightened. That is their right; they can't force people, she said. As Selectmen, they represent all the people.

Mr. Farrell called the vote, but said he was in favor of having a public forum when they start looking for Commission members. He said he wanted people "from both sides" to participate.

Decision #3 (Continued):
Regarding adoption of the Human Rights Commission Policy, a roll-call vote was taken with "ayes" from Mr. Olson, Mr. Knudsen, and Mr. Farrell, and abstentions (not "nays") from Ms. Dale and Ms. Kennedy, (3-0-2). The motion passed.

Fiscal Year 2022 Budget Message and Planning—Discussion
Mr. Domelowicz noted Town Meeting is May 1 instead of the usual first Saturday in April so there is a bit more time, but he wanted to ask the BOS to think about things they want to include in a budget message to department heads. He asked to be on FinCom's Dec. 2 agenda to discuss the budget message with them. He will have a draft budget schedule for the BOS to consider at the next meeting. He said the BOS was asked to participate Dec. 17 in a meeting with the Wenham BOS and School Committee, which he said was a great first step to building a better budget dialogue with the School District. He said he and Finance Director Marisa Batista had talked briefly about the coming fiscal year, which was going to be a difficult budget year. He said the State Legislature had been operating month to month, but was nearing the finish line on the FY'21 budget and hadn't begun to budget for FY'22 except to say it anticipates more strife in the economy. He said Hamilton hadn't seen the downturn yet that other Towns have seen, but they need to be prepared. He said small increases in the budget this year could push the Town up to, if not into, an override. He said Town Meeting had approved a budget that put the Town close to its levy limit.

Mr. Farrell asked Mr. Domelowicz how many overrides a town could have. Mr. Domelowicz said there wasn't a limit on overrides or number of times the town could seek a debt exclusion, but said the cap starts at $25 per thousand. He said for FY'20, the Town had anticipated $19 per thousand. FY'21 was a bit better. If Wenham was in a position where the State takes over, the State would own the School budget. Right now the Hamilton BOS and Wenham BOS are talking about opening their regional school agreement. Mr. Farrell

said Mr. Domelowicz should alert Superintendent Banios. Ms. Dale said she would be interested to hear what Ms. Batista had to say. Mr. Farrell said he had emailed her and others to discuss picking up the work on the financial policies again.

Mr. Domelowicz said there are a number of budget documents that have been promised as better for the public and he wanted to utilize Assistant to the Town Manager Pat Shannon to convert the existing documents to ones the public can better understand. They have a recommended template from a Compact grant, but the issue is that it takes time to populate it and make it their own.

Meeting Minutes Discussion—Discussion and Amendment

Mr. Farrell referred to the packet and said it included a couple sets of minutes, recommendations from the State, a template from Mr. Domelowicz, and an email from Mr. Domelowicz on best practices. Mr. Farrell said he and Ms. Kennedy had discussed her recommendations pertaining to the Sept. 14 minutes, but he wanted to also have discussion about changing the way minutes are handled. He said the discussion was happening because members of the BOS felt things had been taken out of context.

Ms. Kennedy said she had approved the Sept. 14 minutes following making a hasty request to edit them, but in retrospect, she should have asked for them to be tabled as she felt they weren't representative of what had transpired. She said she believed the first version of the Sept. 14 minutes were the fairest and truest representation of the discussion. Mr. Olson said he had no problem with going back to the original, but thinks they should have a discussion.

Mr. Farrell said it wasn't a written policy but a general policy that minutes should be ready for approval by the time the agenda is sent out so people have enough time to review them before the meeting, but if Selectmen aren't ready, they can ask to table the vote.

BOS Clerk Mr. Knudsen said if minutes are to be reopened, there should be some legitimate reason, such as they are inaccurate. He asked if it were Ms. Kennedy's contention that the Sept. 14 minutes were inaccurate. Ms. Kennedy and Ms. Dale both commented that there was editorializing included and editing that was not just for clarity, punctuation, and spelling. Mr. Farrell said he had transcribed the minutes and felt that Version Four, the set that was approved, was most accurate to the transcript.

Decision:

Ms. Kennedy made a motion that the BOS reconsider the Sept. 14 BOS Minutes and approve the first version of the minutes that was included in the packet. Mr. Olson seconded the motion.

Further Discussion:

Ms. Dale said she thought the first version was the true record. Mr. Farrell favored the fourth version, but said he would be willing to change to the first version. Mr. Farrell then introduced a discussion of a new way to do minutes. Mr. Knudsen said a new policy should

be a separate discussion from the decision on the Sept. 14 minutes. He brought up that the minutes were unanimously approved after being held. He said he would need to go back and check the record to see when they were sent to the BOS. He said it would be an unprecedented action to reverse minutes after they had all approved them. He said the BOS discusses how important transparency is for all kinds of things and wondered whether going to a minimalist way of doing minutes served that goal. He said he isn't saying there needs to be a transcript or that a great amount of detail is necessary for every issue, but if there are things of public interest, he would not be slanting the vote against transparency. He said if they are inaccurate, they should change them.

Ms. Dale said it was unusual to have almost a full page added to minutes and asked for a vote.

Mr. Olson asked, in terms of transparency, if every meeting without fail was recorded and put on HWCAM. Mr. Domelowicz said all the BOS meetings are recorded in the Zoom account.

Decision:
A roll call vote to return to the first draft of the Sept. 14 minutes was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Olson, and Mr. Farrell, and "nay" from Mr. Knudsen, (4-1). Motion passed.

Ms. Dale said the only Minutes discussion she was aware of was concerning the Sept. 14 minutes and did not think the larger discussion was on the agenda. She said she thought the BOS was playing with fire if it was saying the BOS doesn't need minutes. Mr. Farrell said it was the law to have minutes. Ms. Dale noted the time was 9:30 p.m. and asked to table the discussion to another meeting. Mr. Olson said he was in favor of discussing the matter. Mr. Domelowicz said as a point of order that according to *Robert's Rules of Order*, the first time an item comes before the board, if any member makes a motion to table it, it is tabled.

Mr. Olson asked for someone to present the new minutes idea. Mr. Domelowicz said posting the videos offered more context and transparency. Ms. Dale asked if the new template was in the packets; Mr. Domelowicz said it was emailed to the BOS in June. Mr. Knudsen asked if they were envisioning that the section of the You-Tube video would be listed in the minutes. Mr. Domelowicz said they would post the minutes on the Town website and provide a link to the Zoom meeting. People would need to toggle through to the time on the video. Mr. Farrell said they could bookmark certain spots in the recording when they got to a new agenda item.

Adjournment
Ms. Dale made a motion that the BOS adjourn the meeting for the evening. Ms. Kennedy seconded the motion.

Further Discussion/Consideration of Topics for Discussion at Future BOS Meetings
Mr. Farrell said if anyone had any new business to let him know. Ms. Dale said she thought the BOS needed to pay attention to the 550 Highland St. situation.

Adjournment (Continued):
A roll call vote was taken with "ayes" from Mr. Olson, Mr. Knudsen, Ms. Dale, Ms. Kennedy, and Mr. Farrell, (5-0) unanimous.

Prepared by:

Mary Alice Cookson, 1/5/21
Mary Alice Cookson — Date
Minutes Secretary

Attest:

Jamie Knudsen, Jan. 5, 2021
Jamie Knudsen — Date
Board of Selectmen Clerk

Documents discussed at meeting:

- Minutes of BOS, Sept. 12, 2020, Mary Alice Cookson
- Minutes of BOS, Oct. 13, 2020, Mary Alice Cookson
- Minutes of BOS & FinCom, Oct. 19, 2020, Marcie Ricker
- Minutes of BOS, Nov. 14 2020, Mary Alice Cookson
- Email re: Set Limits for Chapter 91 program for 2021
- Antidiscrimination Policy and Liaison, Rosemary Kennedy
- Human Rights Commission Policy, Town of Hamilton BOS
- BOS Minutes 9:14:20 V1
- BOS Minutes 9:14:20 V3
- BOS Minutes Approved 9:14:20 V4
- D.Dale: Mr. Carroll 9:14:20
- R.Kennedy: Mr. Carroll 9:14:20
- JD [Joe Domelowicz] Email about Minutes Policy 6:26:20
- Meeting minutes template
- Minutes standards
- Town of Hamilton Special Town Meeting Voting Results