

HAMILTON DEVELOPMENT CORPORATION

MINUTES OF MEETING

Conference Call

January 6, 2021

HDC Members Present: Rick Mitchell (President), Brian Stein, Anthony Nickas, Chad Smith, and Anthony Passaretti (Associate Member)

HDC Members Absent: Angela Arvanites

HDC Coordinator: Mary Alice Cookson

** Note: All of the above participated via remotely via conference call. The conference call number was published on the posted public agenda.*

Chair Rick Mitchell opened the Hamilton Development Corporation (HDC) conference call/meeting at 9:03 a.m. with a quorum present. He reviewed the meeting agenda and took a roll call: Brian Stein, Anthony Nickas, Mr. Mitchell, and Anthony Passaretti (associate member) were present.

Angela Arvanites and Chad Smith joined the call, so all were present.

Warrant for Bills

Mr. Mitchell presented Warrant HDC-2108 in the amount of \$7,206.78, which included staff pay, the water bill, roof repair for 63 Willow St., reimbursement to tenant Ben Corwin for rent (since he had paid first month/last month on his lease), Nunan's holiday wreaths, and Salem Five mortgage.

Mr. Stein made a motion to approve Warrant HDC-2108 in the amount of \$7,206.78. Mr. Nickas seconded the motion. A roll-call vote was taken with "ayes" from Mr. Nickas, Mr. Stein, Ms. Arvanites, Mr. Smith, and Mr. Mitchell, (5-0) unanimous.

Approve Minutes—Dec. 2, 2020

Mr. Nickas made a motion to approve the Dec. 2, 2020 meeting minutes. Mr. Stein seconded the motion. A roll call vote was taken with "ayes" from Ms. Arvanites, Mr. Smith, Mr. Stein, Mr. Nickas, and Mr. Mitchell, (5-0) unanimous.

Update on 59/63 Willow Street

Mr. Mitchell said things were progressing. He had contacted Traggorth Companies because he thought the closing date would be Jan. 15, but the amendment said the closing would be 30 days following Mr. Corwin's leaving. Mr. Mitchell said he re-emphasized to Traggorth that the HDC wanted to close by the end of the month (one reason is to avoid having to make another mortgage payment). The closing is now expected to be Jan. 22 or Jan. 29. He said the only thing Traggorth is waiting on is approval from the Board of Health (BOH) for the septic system changes that were submitted by Meridian Engineering.

Mr. Passaretti, an abutter to the project, asked what changes were being made to the septic system, but Mr. Mitchell did not know, so he said he wasn't able to comment.

Parking Study

Mr. Mitchell said he assumed Director of Planning Patrick Reffett will notify them of the next Parking Study meeting. Mr. Mitchell and Mr. Passaretti attended the last meeting. Mr. Mitchell said pre-COVID photos were being used to capture pre-COVID traffic flow and parking demand.

Future Initiatives

Mr. Mitchell reminded the HDC of its idea about pursuing the purchase of the Dodge Tree property. He turned the floor to Mr. Smith. Mr. Smith, a realtor, said he had obtained the email addresses for the property owners. The property is held under the name Cloutman Realty, LLC. Candice Cloutman is an owner along with her husband. Mr. Smith sent an email inquiring whether the owners were open to any discussion on sale or development. He has not heard back yet. Mr. Stein said he heard the property was quietly put up for sale at one point a couple of years ago.

Mr. Mitchell said he wanted to back track. He said the HDC needed to vote on approving himself and the HDC Treasurer Anthony Nickas to sign the legal documents, including the deed transfer of 59/63 Willow St. to Traggorth Companies.

Decision:

Mr. Nickas made a motion to allow Mr. Mitchell and Mr. Nickas to sign all necessary documents for the upcoming closing/transfer of the 59/63 Willow St. property to Traggorth Companies. Mr. Stein seconded the motion. A roll-call vote was taken with "ayes" from Ms. Arvanites, Mr. Stein, Mr. Smith, Mr. Mitchell, and Mr. Nickas, (5-0) unanimous.

New Business

Mr. Mitchell said he had exchanged emails with Shop Local's Jan Soolman about the banners that were put up during the holidays and fact that they did not work as well as was hoped. He posed the question of how Shop Local might focus on ramping up its own internal capabilities to become more self-sufficient. Ms. Arvanites said Shop Local wants that to happen, but many of the members are now spending time educating their kids at home (due to the pandemic) and so their effort to reach out to businesses had been paused. However, she said putting a framework together and getting back to it is Shop Local's goal.

Mr. Mitchell suggested that when it's appropriate, Shop Local hold a Zoom call to talk about how the HDC can support the group going forward. Ms. Arvanites said Shop Local would have its own Zoom call first and then would schedule that call.

The next HDC meeting was set for Wednesday, Feb. 3, at 9 a.m.

Mr. Nickas said he would like to have an updated financial report run through Dec. 31, 2020 so he can look at budget vs. actual. HDC Coordinator Mary Alice Cookson said she would request it of the Finance Department.

Ms. Cookson said now, with the start of the new year, might be a good time to reach out to the local businesses to remind them that the HDC Shop Local page is a resource for them to promote their businesses and also to update the map since some businesses have changed hands or closed. She said the page needs to be kept up to date to remain useful. It was agreed Ms. Cookson would send some ad copy to Ms. Arvanites for posting on Shop Local's social media.

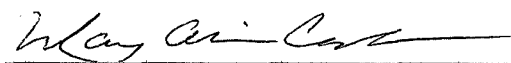
Mr. Mitchell said there was a big need by the Town to upgrade communications and a website redesign was in discussion, but is about six months away. He said the Town Manager had been charged with creating a communications plan across all platforms and linking them.

Mr. Mitchell said he'd keep everyone apprised of the 59/63 Willow St. property closing.

Adjournment

Mr. Nickas made a motion to adjourn the meeting at approximately 9:30 a.m. Ms. Arvanites seconded the motion. A roll call vote was taken with "ayes" from Mr. Nickas, Mr. Stein, Mr. Smith, Ms. Arvanites, and Mr. Mitchell, (5-0) unanimous.

Prepared by:



Mary Alice Cookson
HDC Coordinator

2-3-2020

Date