

Town of Hamilton Massachusetts

Annual Town Report



2022

Town of Hamilton
Massachusetts
July 1, 2021 through June 30, 2022



Select Board

William Olson, Chair

James Knudsen, Vice-Chair

Darcy Dale, Clerk

Rosemary Kennedy

Shawn Farrell

Town Manager

Joseph J. Domelowicz Jr.

Incorporated: June 21, 1793

Government
Open Town Meeting
Five-member Select Board with Town Manager

Annual Town Meeting
First Saturday in April

Annual Town Election
First Thursday in April following Town Meeting

Town Census: 7,698

Area: 14.99 Square Miles

Fiscal 2022 Tax Rate: \$17.88

Tax Levy: \$31,830,101

Congressional District: Sixth
Senatorial District: First Essex and Middlesex
Representative District: Fourth Essex
Councilor District: Fifth

State Officials
Congressman: Seth Moulton, Representative 6th District
Senator: Bruce E. Tarr, Gloucester
Representative: Jamie Belsito, Topsfield

Schools:
Winthrop Elementary School (PK-5)
Cutler Elementary School (K-5)
Buker Elementary School K-5)
Miles River Middle School (6-8)
Hamilton-Wenham Regional High School (9-12)

Town Website
www.hamiltonma.gov

Town Hall Hours
Monday: 8:00AM - 4:30PM
Tuesday: 8:00AM - 6:30PM
Wednesday: 8:00AM - 4:30PM
Thursday: 8:00AM - 4:30PM
Friday: 8:00AM - 12:30PM

2021-2022 HAMILTON ELECTED OFFICIALS

SELECT BOARD	(Elected 3 year term)
William A. Olson, Chair	2024
James R. Knudsen	2023
Darcyll C. Dale	2022
Rosemary I. Kennedy	2022
Shawn M. Farrell	2024
TOWN CLERK	(Elected 3 year term)
Carin A. Kale	2023
BOARD OF ASSESSORS	(Elected 3 year term)
Steven G. Ozahowski, Chair	2024
Christopher S. Campbell	2022
Joseph S. Shaktman	2023
PLANNING BOARD	(Elected 3 year term)
Frederick G. Mitchell, Chair	2024
Corey Beaulieu	2022
Emil Dahlquist	2022
William C. Wheaton	2022
Richard L. Boroff	2023
Margaret M. Crouch	2023
Jonathan F. Poore	2024
HOUSING AUTHORITY	(Elected 5 year term)
Sheryl L. Leonard, Chair	2026
Michelle F. Horgan	2022
Leon Purington, State Appointed	2023
Theresa Mimi Fanning	2024
Joanne Copeland	2025
TOWN MODERATOR	(Elected 1 year term)
William Bowler	2022
H-W LIBRARY TRUSTEE	(Elected 3 year term)
Nichole R. Gray (Hamilton) Chair	2022
Judith Bubriski (Wenham)	2022
Mary Jane Brown (Hamilton)	2023
Dorothy A. Goudie (Wenham)	2023
Dianne L. Johnson (Hamilton)	2024
Cara A. Fauci (Wenham)	2024
H-W REGIONAL SCHOOL COMMITTEE	(Elected 3 year term)
Dana Allara (Hamilton) Chair	2023
Michelle Bailey (Wenham)	2022
Michelle Horgan (Hamilton)	2022
David Polito (Wenham)	2022
Anna Siedzik (Hamilton)	2023
Julia Campbell (Wenham)	2024
Jennifer Carr (Wenham)	2024



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Dear Residents,

As the Chairman of the Select Board, I am pleased to provide the following overview for the FY 2022 Annual Report. This year the board officially changed its name from the Board of Selectmen to the Select Board to be gender-neutral.

The Select Board functions as the Chief Executive body of the Town. Its five members are elected to three-year terms, with one or two seats up for election each year. The Board acts as the chief policy-making body of the Town and directly supervises the activities of the Town Manager. The Town Manager is responsible for overseeing the day-to-day operation of all town departments falling under the direct control of the Select Board. The Select Board meets every other Monday at 7:00 p.m. Meetings are usually held in the Memorial Room at Town Hall. Meetings are broadcast live on your local cable public access station. Comcast subscribers can view the meeting on Channel 10, Verizon subscribers can view it on Channel 37, or meetings can be viewed after the fact on HWCAM's YouTube channel.

This report highlights the progress we have made in various areas of the town and outlines the challenges we have faced, as well as the steps we have taken to address them.

General

The year has been an eventful one. The community is still dealing with aspects of the Covid 19 pandemic. We continue to evolve our new normal as the pandemic lingers with new variants. The following are some of the general things of note from the last year.

- In the most recent census, our population decreased by 203 people. We were the only community on the North Shore with a decrease in population. This reduction is in part due to the decline of enrollment at Gordon Conwell Seminary. Because of this population reduction, we had to reduce the number of voting precincts from three to two. The state also redistricted the 2nd Essex District to be included in the 4th Essex District.
- The Select Board worked for quite a while to develop a Flag Raising Policy after the recent Supreme Court case involving flag flying in Boston.
- The Select Board participated in diversity/anti-bias training and looked into possibly having other town entities do so in the future.
- The Select Board updated local liquor license/permit policies.
- The Town and the Community House hosted the annual Block Party with fireworks in the evening.
- Historic Preservation Restriction for the First Congressional Church was finalized as part of the preservation grant from the CPC for repairs to the building.
- A special Town Meeting was held on October 23rd.

- The Select Board made an Indigenous People's Proclamation honoring those who came before us and plans to partner with the Hamilton Human Rights Committee to plan events around Indigenous People's Day in October.
- Hamilton continues to be designated a Green Community and has been since 2010.

Financial Report

The town's finances remain stable, thanks to the diligent work of the Town Manager, Finance Director, Finance Committee, and many other town officials. We were able to maintain a balanced budget while continuing to invest in infrastructure improvements, public safety, education, and other key areas.

We maintained our AAA bond rating and had a clean audit by CliftonLarsonAllen LLP once again. Our stabilization funds are at or above the recommended minimums. As a small town, to help save money, we have worked over the years to regionalize many of our services; schools, library, human resources, Public Health Nurse, Director of Assessing, inspectional services, IT, veterans' services, energy agent, and recreation department are some of the joint ventures we are engaged in and are among if not the best in the region.

- The town has made use of some of the monies gained from the American Rescue Plan Act (ARPA) These items include the costs of public health initiatives due to the pandemic, a water backflow preventer on the Asbury Grove line, Town Hall employee premium pay, and GAC water filtration system. The Select Board continues to work on updating financial policies and looking for examples of best practices.
- Cemetery fees were increased to match the rates of surrounding communities and allow for more funds to be spent on the maintenance of the grounds and possible future land acquisition for more cemetery space.
- We continue to try to balance our capital needs with the impact they will make on the tax rate.

Education

The Hamilton-Wenham Regional School District continues to provide a high-quality education to our students. Our schools have implemented new programs and initiatives to ensure that students receive a well-rounded education that prepares them for the future. The following are some highlights from this last year.

- The Hamilton-Wenham School District hired Eric Tracey as Superintendent, and we have been working closely with him to align our future capital needs.
- The school district is working with the Massachusetts School Building Authority (MSBA) to develop a feasibility study to consolidate Cutler and Winthrop Schools.

- The district has helped to put together a group with members from both communities to work toward improving the high school athletic fields. We foresee an upcoming town meeting article to help fund new artificial turf and facilities at the high school in the future.
- We continue to work with the Hamilton-Wenham School Committee by having joint meetings during our budget cycles to help understand each other's goals and the financial impact of each other's needs on taxpayers.
- The Regional School Agreement requires updating and steps have begun to make this a reality. We hope this goal gains momentum with the Wenham Select Board and the Regional School Committee.

Public Safety

The Hamilton Police Department and Hamilton Fire Department have continued to serve our community with distinction. They have worked tirelessly to keep our residents safe and respond promptly to emergencies. We thank them for their dedication to our town.

- With the help of Police Chief Stevens the Select Board established a school zone on Asbury Street around Cutler School.
- We maintained our status as a fully accredited Police Department.
- This last year both Fire Department and Police Chiefs contracts were renewed.
- The community lost former firefighter Donald "Zeke" Maidment. His smiling face was often a welcome sight at the fire station. In his honor, a donation was made to the Fire Department.

Infrastructure/Future Planning

We have made significant progress in upgrading our town's infrastructure. This includes sidewalk improvements, road repairs, and water system improvements. These improvements will benefit residents for years to come.

- The Master Plan Steering Committee continues to work on the Master Plan for the future of Hamilton and is doing its best to gather public input.
- After the town hall renovation project failed at the ballot, the town is continuing to work hard to lower the renovation costs by changing the project's scope and finding other ways to update the building with monies already encumbered for the project and other sources, such as grants, ARPA, and/or free cash.
- The pretreatment facilities at the water treatment plant were delayed due to supply chain issues but are almost complete and we hope to have it online soon. It will treat the water for TTHMs and PFAS.
- The town continues to have water bans based on water levels in the Ipswich River Basin, our main water source. The Ipswich River has had low levels again, and we continue to look for alternative water sources and investigate the option to join with Beverly for water delivery.

- The town submitted and received a grant for a Sustainable Water Management Initiative (SWMI), as well as a grant from MassDEP under the Water Management Act (WMA) to evaluate alternative water sources along with water management and supply strategies to address future water, needs on a regional basis and to reduce withdrawals from the Ipswich River basin.
- We continue to have delays with the Cell Tower activation behind Town Hall due to supply chain issues and scheduling with National Grid and Verizon. We hope it is online soon.
- Monies were approved to start a Patton Park Master Plan that would help to guide future improvements to the site for the citizens of Hamilton. This plan is to help enhance the overall usability of the site and help lay out plans to unify and improve the park.
- The town also redeveloped the space on the second floor of the Council On Aging (COA) to accommodate much-needed office space for town employees. Our Human Resources and Health Department offices are located there now.
- A lease was approved at town meeting to temporarily move the town hall offices to Gordon Conwell's Pilgrim Hall while Town Hall was renovated but was not exercised because it was cost prohibitive.
- A Climate Change Resolution was voted in favor of at STM to affirm our commitment to be better stewards of the environment and work towards a smaller carbon footprint for our municipality in the coming years.
- EV Charging stations were added behind the town hall and are planned to be added to the Patton Park parking lot
- A solar array on the library roof is in the works.

Staffing/Boards/Committees

The town of Hamilton is very lucky to have many dedicated employees, elected officials, and volunteers to conduct town business in a professional manner. We have filled some open positions this last year and have worked hard to optimize staffing positions by regionalizing some others.

- Theresa Woodbury has joined our Council On Aging as a new director. She has picked up where our former director left off and has been a positive addition for our seniors, reinvigorating the COA after Covid-19 setbacks.
- We welcomed a new Director of Public Health, Dennis Palazzo. We have also finished our inter-municipal agreement (IMA) for a Regional Public Health Nurse, Rachel Lee, and a Regional Social Worker with the towns of Wenham, Essex, and Rockport.
- We also added a new Patton Homestead Director, Holly Erikson. She has hit the ground running and has added significantly to the programming at the Patton Homestead.

- We established a Hamilton Environmental Impact Committee (HEIC). It is an advisory committee to the select board. The HEIC is charged with looking into reducing Hamilton's environmental impact and helping Hamilton to reach its goal of net zero carbon energy by 2040.
- We completed an IMA with Wenham for a Director of Assessing.
- The Patton Study Group was formed consisting of the Chair of the Select Board (Shawn Farrell), the Finance Director (Alex Magee), a FinCom member (John McGrath), the Town Manager (Joe Domelowicz), DPW Director (Tim Olson), the Patton Homestead Director (Holly Erikson), and a member of the Patton Homestead Board of Directors (Marc Johnson). The group has met many times to work to find best practices to maximize the benefits of the property and secure its future while remaining fiscally responsible.

Housing

We are constantly looking to reach our affordable housing goals outlined in our housing production plan and have begun to reach some of these goals.

- The Hamilton Development Corporation and Traggorth Construction finished the development of the property at 59/63 Willow Street into 18 rental units, of which ½ are affordable. All 18 units count towards the affordable housing goal of 10%.
- Habit for Humanity is slated to build 10 units of affordable housing on 434-436 Asbury Street that are now under construction.
- Harborlight Community Partners has acquired property at 421 Asbury Street and has plans to build a 40B project with 45 units.

Community Involvement

We welcome the input of all our residents with surveys, community events, and many public meetings throughout the year. The more residents learn and participate, the stronger our community becomes. Community involvement is crucial to maintaining the vitality of our town. Many of our boards and committees run on volunteers. This volunteerism is critical to our community's success. As always, the Select Board encourages residents to become involved and informed about the issues facing our Town. We are always in need of more volunteers.

- The Hamilton Development Corporation (HDC) helped sponsor the Shop Local Fall event in which many downtown businesses participated. This is becoming an annual event that draws many vendors and participants to the downtown.
- A new scoreboard was donated by the Hamilton-Wenham Men's Senior Basketball League to replace the failing one in the rec center.
- Two new scoreboards were donated by the Hamilton-Wenham Little League (HWLL) to be placed in Patton Park.

- There were three approved Eagle Scout projects this year. The first was an improved seating area and raised garden beds behind the Council on Aging, the second was picnic tables at Cutler Park, and the third was a canoe/kayak rack at the Patton Homestead.

Challenges Ahead

While we have made significant progress in many areas, there are still challenges ahead. We must continue to address issues related to infrastructure, climate change, affordable housing, and economic development. We are committed to working with our residents and other stakeholders to find innovative solutions to the following challenges.

- How do we continue to address the issue of water sustainability for our residents? Can other water sources be found and/or regional agreements be made?
- How do we renovate our Town Hall to meet code requirements and the needs of our employees and residents? We cannot continue to kick the can down the road.
- How do we increase the tax base while keeping Hamilton's rural character? We need to assess through master planning the areas of Hamilton that can be developed smartly. What other revenue sources can be utilized?
- How do we smartly grow and add a more diversified housing stock?
- How do we work smartly and productively to meet our affordable housing goals?
- How do we balance school and town capital needs over the next ten years? Both entities have many needs and coordination and timing will be crucial.
- How do we work together with the HWRSD to help consolidate Cutler and Winthrop schools? We hope to develop the Winthrop School site to bring in revenue for the town.
- How do we best support our aging community while we bring young families into town?
- How will we continue to address climate change and invest in reducing our municipal carbon footprint? The Select Board has worked to support many green initiatives over the last few years. One example of this commitment is supporting Extended Producer Responsibility legislation at the state level.

Conclusion

In conclusion, I would like to express my gratitude to the residents of Hamilton for their continued support and dedication to our town. I am proud of what we have accomplished together in the past year, and I look forward to continuing our work to make Hamilton an even better place to live, work, and raise a family.

The Board and I wish to acknowledge and thank the many citizens of Hamilton who volunteer countless hours of community service as members of appointed boards and commissions. The Board also would like to thank all the excellent employees who keep

our town running well. And, of course, we thank the taxpayers of Hamilton who provide the funds to pay for the services that make our town such a wonderful place to live. On behalf of the Select Board, we appreciate you taking the time to read our town report. Thank you.

Sincerely,
Shawn Farrell, Chair of Hamilton Select Board

FINANCE DEPARTMENT

The Town's financial position continued to improve during Fiscal Year 2022. Total assessed valuation increased by 2.5% from \$1,736,105,104 to \$1,780,206,984, an increase of over \$44 million, reflecting a burgeoning real estate market for residential property. Local income levels remained strong, with a median household income of \$116,699 (according to the US Census bureau), compared with the Commonwealth of MA median income of \$89,026.

The Town of Hamilton retains a AAA bond rating as of our last rating, giving the Town excellent flexibility and value when it comes to borrowing for projects now and into the future. Analysts noted that the rating reflects a strong budgetary flexibility, strong liquidity, and strong financial management.

General Fund: The general fund is the chief operating fund of the Town. At the end of FY2022, unassigned fund balance of the general fund totaled \$6,220,919, reflecting an increase of \$1,415,008 over the start of the fiscal year due to budget surplus and controlled spending habits. The total fund equity at the end of FY22 was \$7,679,059. The Town's certified free cash for FY22 was \$3,607,167, with anticipated usage at the 2023 Annual Town Meeting to fund portions of the FY24 Capital Improvement Plan. The Town retains strong financial reserve stabilization funds and remains committed to meeting our financial policy thresholds within those reserve funds.

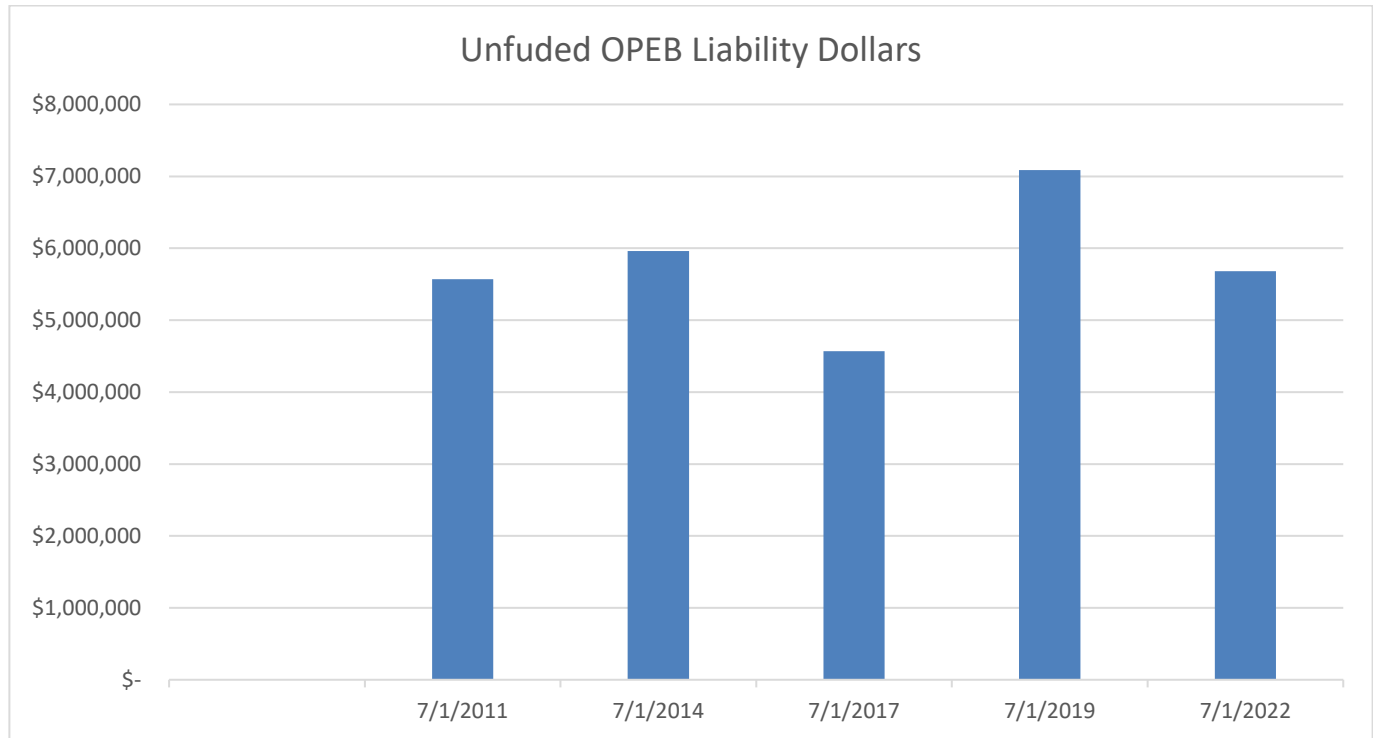
The Town's local receipts remain constant and the collection of committed taxes remains strong as evidenced by our +/- 98% collection rate. However, spending in all major categories continues to increase over time. With costs rising at an unsustainable rate based on inflationary pressures and international supply chain issues, revenues will likely be outpaced by expenses in the next couple of years.

Other Governmental Funds: The Town's other funds – Gifts, Grants, Revolving, Capital Projects and Trusts – all closed the year with positive balances. Currently, the Town has one major ongoing capital project – the GAC Filtration project at the water plant. The Chabacco Road paving project has been delayed by permitting issues, but is slated for construction in Spring 2023.

Enterprise Funds: In FY22, the water enterprise operating expenses were \$1,588,232 and operating revenues were \$1,893,082. FY22 closed with \$103,200 in receivables to be collected in the future.

Community Preservation Fund: The Commonwealth continues to match local CPA surcharges. The total local contributions to the CPA fund were \$522,826. The match received in FY22 was \$216,540. Collection of the CPA surcharge remains strong, mirroring real estate tax collections at over 98% of committed receipts actually being collected.

OPEB Trust Fund: At the end of FY22, the OPEB Trust total fund balance was \$984,816. The total OPEB Liability increased by \$786,764 in FY22 to a total of \$5,680,168. Assuming a \$125,000 annual contribution, the Town is projected to fully fund the OPEB liability by FY2047.



Debt: Outstanding debt as of June 30, 2022 is as follows

Governmental Funds

Project	Maturity Date	Interest Rate %	Outstanding at June 30, 2021	Issued	Redeemed	Outstanding at June 30, 2022
Landfill Capping	5/15/2030	2.00 - 4.00	\$ 765,000	\$ -	\$ (85,000)	\$ 680,000
Fire Truck	5/15/2027	2.00 - 4.00	420,000	-	(70,000)	350,000
Public Safety Building - Refunding	9/15/2025	2.00 - 4.00	1,370,000	-	(280,000)	1,090,000
Landfill Closure	3/15/2022	2.00	35,000	-	(35,000)	-
Sagamore Hill Land Acquisition	3/15/2032	2.00 - 3.00	910,000	-	(85,000)	825,000
Chebacco Road Paving	11/1/2034	2.00 - 5.00	875,000	-	(65,000)	810,000
Total governmental funds			\$ 4,375,000	\$ -	\$ (620,000)	\$ 3,755,000

Water Enterprise Fund

	Maturity	Interest	Outstanding at June 30,			Outstanding at June 30,
Project	Date	Rate %	2021	Issued	Redeemed	2022
Water System Reconstruction	05/15/35	2.00 - 4.00	\$ 3,465,000	\$ -	\$ (250,000)	\$ 3,215,000
Water System Reconstruction	03/15/37	2.00 - 3.00	1,520,000	-	(95,000)	1,425,000
Water Distribution System	11/1/2039	2.00 - 5.00	1,190,000	-	(65,000)	1,125,000
Water Distribution System Phase IV	11/1/2039	2.00 - 5.00	1,520,000	-	(80,000)	1,440,000
Water Treatment Plant	11/1/2039	2.00 - 5.00	165,000	-	(10,000)	155,000
Total enterprise funds			\$ 7,860,000	\$ -	\$ (500,000)	\$ 7,360,000

Additionally, the Town paid its share of the HWRSD debt service payments totaling \$190,491.

Financial Audit: The Town's Financial Statements audit for fiscal year 2022 was performed by CliftonLarsonAllen LLP, and is available on the Town's website. There were no instances of material non-compliance reported by the audit firm. For further information regarding the Town's financial status, please refer to the Town's Financial Statements.

BOARD OF ASSESSORS

For Fiscal Year 2022, the total assessed taxable valuation of Hamilton was \$1,780,206,984 with a property tax levy of \$31,830,101. The fiscal year 2022 tax rate as certified by the Department of Revenue was \$17.88 up \$.37 from the previous year. Building permits issued in FY2022 resulted in \$357,253 in tax levy growth for FY2022.

In FY2022, the Board of Assessors completed their interim values, adjusting properties in the town of Hamilton as required by the Department of Revenue. Under Massachusetts law, this Board is required to value all of Hamilton's 2,945 properties at 100 percent of their full and fair cash valuation, thereby insuring an equitable distribution of the property tax levy. The town's average residential single-family valuation was \$629,160.

More importantly, the Assessors office believes that we have met our statutory obligation to re-establish proper assessment level and uniformity throughout the town of Hamilton. Final Department of Revenue certification of assessed valuations was granted in December and property tax bills were subsequently mailed at the end of December. The current valuation and levy percentages based upon property class are as follows:

Class	Valuation	%	Tax Levy
Residential	\$1,705,001,172	96%	\$30,485,421
Commercial	\$54,855,702	3%	\$980,820
Industrial	\$834,700	.5%	\$14,924
Personal	\$19,515,410	.5%	\$348,936
Totals	\$1,780,206,984	100%	\$31,830,101

Also in FY2022, the Assessors office processed applications for excise abatements, Chapter 91 senior tax exemption, Elderly and Veteran exemptions and Community Preservation Act surcharge exemptions.

We would like to assure all property owners that the Board of Assessors will continue its effort to meet the challenge of maintaining equitable assessments in this current real estate market.

Respectfully submitted,

Steve Ozahowski, Chair

Chris Campbell, Member

Joe Shaktman, Member

TREASURER / COLLECTOR

I hereby submit my Annual Report as Treasurer/Collector for the Town of Hamilton
for the fiscal year ended June 30, 2022

July 1, 2021	\$18,726,613
Receipts	\$43,406,659
Disbursements	(\$40,108,938)
June 30, 2022	<u>\$22,024,334</u>

Respectfully Submitted,
Margaret A. McLoughlin, CMMT, CMMC
Treasurer/Collector

		July - December	January - June	Total
<u>COLLECTIONS</u>	<u>YEAR</u>			
REAL ESTATE	2022	\$ 14,894,257	\$ 16,273,205	\$ 31,167,462
	2021	\$ 247,501	\$ (750)	\$ 246,751
	2020	\$ 794	\$ -	\$ 794
		\$ 15,142,552	\$ 16,272,455	\$ 31,415,007
PERSONAL PROPERTY	2022	\$ 119,996	\$ 228,784	\$ 348,780
	2021	\$ 112	\$ 48	\$ 160
Prior to	2020	\$ 236	\$ 31	\$ 267
		\$ 120,344	\$ 228,863	\$ 349,207
MOTOR VEHICLE EXCISE	2022	\$ -	\$ 1,002,580	\$ 1,002,580
	2021	\$ 167,608	\$ 20,791	\$ 188,399
	2020	\$ 8,486	\$ 2,398	\$ 10,884
	2019	\$ 2,466	\$ 396	\$ 2,862
Prior to	2018	\$ -	\$ -	\$ -
		\$ 178,560	\$ 1,026,165	\$ 1,204,725
BOAT EXCISE	2022	\$ 1,904	\$ 351	\$ 2,255
	2021	\$ -	\$ 12	\$ 12
		\$ 1,904	\$ 363	\$ 2,267
WATER				
Rates		\$ 1,023,883	\$ 811,664	\$ 1,835,547
General Billing		\$ 1,865	\$ 5,541	\$ 7,406
Liens		\$ 10,299	\$ 27,407	\$ 37,706
Penalties & Interest		\$ 7,566	\$ 5,087	\$ 12,653
		\$ 1,043,613	\$ 849,699	\$ 1,893,312
CPA	2022	\$ 255,186	\$ 268,850	\$ 524,036
	2021	\$ 3,617	\$ 64	\$ 3,681
Interest		\$ 483	\$ 448	\$ 931
		\$ 259,286	\$ 269,362	\$ 528,648
TAX TITLES		\$ 123,027	\$ 109,508	\$ 232,535
PENALTIES & INTEREST		\$ 44,306	\$ 42,955	\$ 87,261
TOTAL		\$ 16,913,592	\$ 18,799,370	\$ 35,712,962

FINANCE AND ADVISORY COMMITTEE

The Finance and Advisory Committee (“FinCom”) consists of five registered voters who serve without compensation for three-year terms. Members are appointed by the Town Moderator and approved by the Select Board. In addition to reviewing the Town’s finances and making budget recommendations, FinCom is statutorily responsible for considering “any or all municipal questions for the purpose of making reports or recommendations to the town.” Although a financial background is useful for this committee, it is by no means a pre-requisite and we welcome members without this background. We always value differing opinions and perspectives, especially when they stem from an overwhelming desire to improve the town and better serve its residents. We have instituted a practice of recruiting non-voting “associate” members in order to have volunteers ready to fill any open positions. In the past year we brought on one Associate member into a full member position, and currently have 2 Associate Members. At least one voting position will become available at the end of the fiscal year. Notifications of openings are posted on the town website and by the Board of Selectmen and, even if you are not a member, we always welcome the input of the public.

FinCom is involved in the development and review of all aspects of the town operating budget including revenues, expenses, capital needs, related financing initiatives and the establishment and maintenance of reserve funds. We begin the annual budget process in the fall for the budget and capital plan that will be presented to voters at annual Town Meeting the following spring. We have worked closely with Joe Domelowicz, the Town Manager, and the Town’s Finance Director, Alex McGee, in developing these budgets and would like to thank them both for their assistance, transparency and responsiveness in providing the data and answers to all the questions that arise during budget season.

As part of the budget process, a member of FinCom meets with each department head to understand and evaluate every aspect of their budget. We appreciate the diligent efforts of all the department heads in maintaining discipline over their expenses while maximizing as much value as possible from their limited resources. Our current town operating budget increased will show a relatively modest increase, given the reduced spending that the Town implemented over the last two years in light of the COVID-19 pandemic.

Our process is a bit different with respect to the School District budget. As an autonomous regional school district, the Hamilton-Wenham Regional School District (HWRSD) ultimately presents its budget request as a single assessment to the two towns, which is proportioned based on enrollment. We do, however, meet with the HWRSD Administration and School Committee to understand as much as possible about the details of their budgets and constraints, and convey Town expectations regarding our overall budget. We have worked very closely with the Administration this year to monitor and understand the School District budget and communicate the Town’s requirements. Overall, the HWRSD accounts for over 60% of our Town’s annual combined budget and has been rising relative to the Town budget in recent years. The Administration responded to the Town’s input, and reduced the size of the increase of the budget.

The HWRSD was recently approved by the state for a program to build a new school. Participation in the program is of enormous benefit to the Town, as the current buildings are aging and require an influx of capital, and the funding provided by the state as part of the program will greatly reduce the cost of updating the schools.

In addition, the School District is embarking on a renovation of the Athletic Fields, a project that has been a topic of discussion for many years, and if approved by the voters will also require an additional investment by the Town. These projects will require even greater communication and coordination between the Town and the School Administration, with two multi-million dollar and multi-year projects at stake. FinCom has been closely following and participating in these developments, and will continue to monitor and review their progress.

In addition to our budget and finance work, FinCom also makes a recommendation to the residents of the Town on every Warrant article proposed at town meetings. We take our responsibility in this regard very seriously. As such, we perform our due diligence before making any formal recommendations. This includes welcoming proponents and opponents of the various articles to our meetings, so that each side can educate us before we make our recommendation. All meetings are posted on the town website and citizens are encouraged to attend and participate. Although it is not always possible, we endeavor to reach consensus within our committee before making our final recommendation. While our ultimate recommendation on an issue may be boiled down to a “Yes” or a “No”, not every issue is that cut and dry for us. Accordingly, we also publish our written recommendations with the Town Warrant which go into the detailed reasons for our recommendation, including any qualifications or dissenting opinions that we may have. We urge you to read these prior to Town Meeting, as we believe that they often may provide you with greater enlightenment than our ultimate recommendation.

Similarly, in assessing the town’s current financial situation, the answer is a complicated one that is not served by oversimplification. On the one hand, there is much to be pleased about. The Town has a AAA bond rating, which allows us to borrow at attractive rates. All our financial reserves and our available free cash are consistent with the Town’s financial policies and at the levels recommended by the Massachusetts Municipal Association. We continue to set aside funds to meet the growing unfunded Other Post-Employment Benefits (OPEB) liability that will only continue to rise in cost in the coming decades. Overall, this has been the result of a lot of work and discipline by Town employees, who have repeatedly sought out economic efficiencies in the services that our Town provides.

However, our Town is not without its economic challenges, and FinCom believes things will become more challenging in the future. After several years of improvement, our property tax rate has risen in recent years. Furthermore, while this rate is already considered high when compared to many neighboring municipalities, we anticipate that it will continue to rise, with next years proposed budget likely to result in another increase on this rate without any relief in sight. Several factors help explain this, but ultimately it is a structural issue for the town that is not going away any time soon. It is primarily a result of the fact that: 1) we have a high-functioning school district, which is expensive to maintain, 2) we value our open-space and agricultural land, which generates little or no tax revenue, and 3) we do not have significant commercial development to mitigate these factors. Accordingly, the burden of paying for the Town’s services and school district falls on the residential taxpayer, whose taxes account for over 90% of the revenue that the town must raise. In addition, while the state does provide levels of aid to every Town in the Commonwealth, we do not generally qualify as “high-need” and we certainly do not see a disproportionate amount of aid relative to other Towns.

In addition to the relatively high tax rate, our Town is on the verge of requiring Proposition 2½ override votes by special election in order to pass future budgets. In basic terms, Proposition 2½ limits spending increases to 2½% annually, although annual spending under this limit can be carried over for future years. Although the Town had amassed approximately \$2.9M in unused levy capacity as of FY2018, spending in recent years has all but exhausted this unused capacity and we forecast that next year’s budget will likely use up the remaining capacity and could even require an override. Without unused capacity and with recent spending levels averaging over 5% in recent years, future Prop 2½ overrides will become inevitable and our tax rate will rise to even higher levels. Although we have adequate reserves, FinCom is strongly opposed to using these financial reserves to avoid overrides, pay for operating expenses or otherwise balance the budget as they are short-term measures which are not sustainable and mask the true spending level of the Town while decreasing its overall fiscal health. Eventually the bill will come due, and it won’t be pretty.

Even more sobering, is that we as a town have many future capital needs that are going to require significant funds. In addition to aging School facilities that are in serious need of modernization, we have a Town Hall

that is in desperate need of renovation and requires compliance with ADA regulations., Also, our water infrastructure requires additional funding and given the scarcity of water, alternate water sources need to be explored. All of these are legitimate uses of funds and the problems they address will not go away by ignoring them and will likely be exacerbated by delay.

Given the structural challenges of our budget, sustaining our current level of spending and meeting our considerable capital needs will result in higher taxes. Too often issues are considered by the Town and its residents in a vacuum without looking at the big picture. Given our limited resources, these issues are necessarily interrelated, and tradeoffs will have to be made. We cannot expect a high functioning school district and the same level of Town services, while limiting development and revenue opportunities, without seeing our tax rate increase.

Accordingly, the current focus of FinCom is to drive increased levels of collaboration at all levels to aid in this decision-making process. One aspect of this is to better educate the community as to budgetary tradeoffs by building longer-term forecast models which can paint a picture of where we are headed, and perhaps allow us to make more-informed decisions. Related to that, is our on-going collaboration with the Hamilton Capital Committee which advises the Town Manager on short-term and long-term capital priorities and planning, by drawing on critical input from residents of the Town. In addition, we plan on taking an active role in the Master Plan process, which is a vital part of longer-term planning for the town, so that we can start to tackle these issues in an efficient manner. Finally, although there are limited options available in the short-term, we are always willing to explore ways in which we can increase the revenue of the Town, be it through potential development, better utilization of Town assets or otherwise.

Although there are challenges ahead of us, we are confident that the residents of our great Town can rise above the temptation to think only out of self-interest and can approach divisive issues with a sense of compromise.

Respectfully Submitted,

Christina Schenk-Hargrove (Chair)

John Pruellage (Vice Chair)

Nick Tensen (Secretary)

David Wanger

John McGrath

CAPITAL COMMITTEE

The Capital Committee (CapCom) was created in the spring of 2019 as an Advisory Committee to the Town Manager providing additional information on short- and long-term Town Capital items. CapCom held its first meetings in FY 20. That was a building year. In 2022, there was no change in Committee membership and the Committee provided advice to the Town Manager on Department Head recommended Capital Projects. The attached table shows the capital expenses presented at Town Meeting. In addition to the recommendations on the table, the CapCom also provided details on known and anticipated future large capital expenditures for schools, Town Hall, DPW, and joint Wenham services, stressing the need for future Capital budget planning. All of these discussions will continue into future FY's.

For the FY 2022 (July 1, 2021 through June 30, 2022), the Capital Committee consisted of:

Heather Ford, Chair
 Jack Lawrence, Vice Chair
 Robert Woodbury, Clerk
 David Thompson
 Bill Wilson

Fiscal Year 2022 Annual Town Meeting Capital Program

Department	Priority	Item	Cost	Funding Source
Highway	1	NPDES Phase III-V Compliancy	\$60,000.00	Free Cash
Facilities	3	Public Safety Building HVAC	\$70,000.00	Free Cash
Library	3	Replace Roof	\$152,638.00	Free Cash
Police	1	Police Cruiser	\$56,000.00	Free Cash
Highway	5	Planer Attachment for Deere Loader	\$35,000.00	Operations
Fire	1	Squad Truck	\$185,000.00	Operations
Facilities	1	Town Hall Renovation/Code Compliance	\$3,400,000.00	Bonding*
* Total Bonding			\$3,400,000.00	
Total Free Cash			\$338,638.00	
Total Operations			\$220,000.00	
* Request shown here would have to be approved by town voters at a subsequent Town Election for ballot question approval as a debt-exclusion question. This question failed at the Town Election.				

TOWN CLERK

The primary roles of the Town Clerk include Chief Election Official, Recording Officer, Public Records Officer, Registrar of Vital Records, Licensing Officer, and Public Information Officer. The elected Town Clerk has duties and responsibilities under the jurisdiction of the Secretary of State, the Attorney General, the Department of Public Health Registrar of Vital Records, the Office of Campaign and Political Finance, the State Ethics Commission, the Department of Revenue Division of Local Services, the Jury Commissioner, and the Office of the State Fire Marshall.

As the Chief Election Official the Clerk oversees all aspects of local and state elections including voter registration, the processing of nomination papers, and the certification of election results to the Secretary of State. The Clerk also conducts the annual town street list/census and issues the published annual street list. In response to the COVID-19 pandemic and a commitment to ensuring the safety of voters, during calendar year 2020, a presidential election year, the responsibilities of the Town Clerk was expanded to include vote by mail and expanded in-person early voting. In June, 2022, the Governor signed 'An Act Fostering Voter Opportunity, Trust, Equity and Security' (the VOTES Act) that made permanent many of the procedures used in 2020 and changed some existing election laws (see Chapter 92 of the Acts of 2022). The Town Clerk's election responsibilities grew from three days (primary and general elections and local election) to 21 days plus many days processing vote by mail applications and returned ballots, approximately 25 days before each election.

As the Keeper of the Records, the Clerk is the official recorder of Town Meeting proceedings and responsible for certifying all official actions of the Town including Town Meeting legislation and appropriations, Planning and Zoning Board of Appeals' decisions, and the signing of all notes for borrowing, all to ensure compliance with legal requirements. The Town Clerk is also responsible for swearing into office all elected officials and board and committee appointments, posting meeting agendas of government bodies, and informing officials of Open Meeting Law, State Ethics/Conflict of Interest Law, and Campaign Finance Law administrative and filing requirements. The Clerk is then responsible for filing all documents received from officials and appointees.

As the Registrar of Vital Records the Clerk registers all vital events (births, deaths, marriages and adoptions) that occur within Hamilton and those events occurring elsewhere to Hamilton residents. The Clerk provides the public with certified copies, with the town seal, of requested vital records.

As Licensing Officer the Clerk's Office issues marriage licenses, raffle/bazaar permits, dog licenses, kennel licenses, and business certificates. And as Public Information Officer the Clerk serves as a direct link between residents, local and state government, and various boards and committees.

Fiscal Year Data:	2022	2021
Town Population (Jan 1, 2022)	7641	7883
Registered Voters (Jan 1, 2022)	5707	5864
Voters checked in for Elections & Town Meetings	3242	
Marriage Intentions Filed	17	33
Marriage Licenses Issued	19	28
Births Recorded	83	75

Burial Permits	16	24
Deaths Recorded	46	49
Vital Record Certified Copies Issued	581	
Dog Licenses Issued	1131	1226
Kennel Licenses Issued	4	4
Business Certificates Issued	43	46
Raffle/Bazaar Permits Issued	5	
Open Meeting Law – Agenda & Amended Agenda Postings	458	
Oaths administered, OML & Ethics Laws overview provided	64	
Records Requests Processed	17	

2020 US Census

At the beginning of FY2022, during the summer of 2021, cities and towns analyzed the results of the 2020 US Census. The Hamilton population figure decreased from 7764 (2010) to 7561, a decrease of 203 people or 2.6%. It was the only North Shore community that showed a decrease. The decrease was determined to be due to the student population drop at Gordon Conwell Theological Seminary. With the decreased population, Hamilton was no longer required to have three (3) voting precincts. On October 18, 2021 the Board of Selectmen unanimously approved the new map showing two (2) precincts with Bay Road the primary line separating the precincts. Another result of the 2020 Census was the redistricting of Massachusetts Legislative Districts. Hamilton was moved from the 4th Essex Representative in General Court District to the 2nd Essex.

Elections and Town Meetings

In fiscal year 2022 we had two Town Meetings, an Annual Town Election, and an unplanned Special State Primary and Special Election to fill the 4th Essex District State Representative seat left vacant with the resignation of Representative Brad Hill. The minutes and results are on file in the Town Clerk's Office and on the Town Clerk's web page.

October 23, 2021 **Special Town Meeting** (held outdoors at Patton Park):

- 111 voters or 1.94% of 5705 registered voters

November 2, 2021 **MA Special State Primary Election:**

- 698 voters or 12.2% of 5705 registered voters

November 30, 2021 **MA Special State Election:**

- 717 voters or 12.57% of 5705 registered voters

April 2, 2022 **Annual Town Meeting** (held at the HW High School auditorium):

- 163 voters or 2.87% of 5669 registered voters

April 7, 2022 **Annual Town Election (first election with only two precincts):**

- 1553 voters or 27.4% of 5669 registered voters

Overall, a total of 3242 voters.

Respectfully submitted,
Carin A. Kale, Town Clerk



A TRUE COPY ATTEST
Carin G. Hale
TOWN CLERK

**Special Town Meeting
October 23, 2021
9:00 am
Patton Park**

At the close of registration on October 13, 2021 there were 5705 registered voters. There were 111 voters present.

Precinct 1 - 50
Precinct 2 - 26
Precinct 3 - 35

Bill Bowler stated: "The constable has confirmed that the Warrant for this Special Town Meeting has been properly posted. The Town Clerk has informed me there is a quorum present. This Special Town Meeting of the Town of Hamilton is now open. I have been informed that our recently retired State Representative Brad Hill is in attendance. I'd like to ask the Board of Selectmen to come and stand and ask Brad to come forward.

Shawn Farrell said: "It's my great pleasure to recognize a native Hamiltonian, former Zoning Board of Appeals member, and most recently our fourth district representative. He's been a hard working advocate for Hamilton's students, veterans, seniors, and all Hamiltonians for the past few decades. He has accomplished much during his tenure at the State House to help the citizens of Massachusetts. During his tenure, he made sure to always make himself available and was truly a pleasure to work with. He recently left the House of Representatives for a new role as Commissioner of Massachusetts Gaming Commission. We will miss his good natured humor and straight talk as our fourth district representative at the State House. He is a genuine and a kind person who could be considered a friend, Brad Hill."

Brad Hill said: "I am very humbled and very appreciative of this recognition. I want you to know how honored I was to be able to go up on Beacon Hill on your behalf for the last twenty-

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two years. I remember when I was first elected, it was a Hamilton official who said to me, I told you to never forget where you came from. I want you to know that my blood will always be blue and silver and when I was up on Beacon Hill, I let everybody know about that blue and silver and the things I learned here in Hamilton growing up here. If you don't mind, I want to recognize a couple of people who helped me become the representative that I was. Those two individuals live right here in Hamilton. One of them was David Neil, who I served on the Zoning Board of Appeals of Hamilton with back in the early 90's. David Neil, if you don't know him, was a former Selectmen, he always taught us, the entire Board, that there is two sides to every issue. Don't go into a meeting with pre-conceived notions. Listen to both sides before you decide how you will vote on an issue. I learned from him how important that would be later in life and in the legislature"

"The second individual I want to recognize is former representative, Tim Clark. When I was first elected, he was one of the people who called me and gave me an education about the legislature, but more importantly he taught me about relationships. He taught me that when you go up in front of the legislature, don't go up there as one of those partisan people, go up there to learn and meet everybody because you don't know who you will need to get things done in the legislature and back home. If you travel down Sagamore Road, one of the examples I can give you is the beautiful pristine piece of land that we saved together as partners. Representative Clark was one of the people to help get that done and helped me get the money we needed through the relationships that had been built in the legislature."

"The last person I want to recognize is (we told him to be here at 8:00, so he will be here in about ten minutes) is Senator Bruce Tarr, who taught me that constituents should always be your top priority. He gave me a book from Tip O'Neil *'All Politics Are Local'* and in that book it said that when a constituent calls my office, even though it may seem to be a little issue to you, it's an earth shattering situation for them. That's why you need to take every phone call. I would like to think that that is how my office handled our constituents over the last twenty-two years. All of this started right here in Hamilton. I am forever grateful and honored that you voted me in twelve times to be your representative. I will miss the job but I will also remember this job not only in my new profession but in life. Thank you all. Thank you for giving me a few minutes and thank you for this recognition. This will be the first thing that goes up in my new office."

Good Morning, "My name is William Bowler and I'm the Town Moderator. Welcome to the October 23, 2021 Special Town Meeting and thank you for coming. To assist me with vote counting, there will be two tellers David Neil (Asbury St.) and Jeff Melick (Tally Ho Drive)."

Pledge of Allegiance

Bill Bowler recognized Selectman Rosemary Kennedy to say a few words about the Master Planning Process. Ms. Kennedy said that the Master Planning Steering Committee would hold their first of many visioning meetings on Saturday, November 13, 2021 from 9:30 am until noon. Ms. Kennedy asked residents to attend as it was their town.

William Bowler stated: "I'd like to start with some general reminders: First, if you are a registered voter in Hamilton, you should have picked up a voting clicker, which looks like this.

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If you haven't and wish to vote, then I ask you to get one now. Second, please turn your cell phone to silent. If you need to take or make a call, please leave the meeting to do so. Third, we welcome non-voters to the Town Meeting, but do ask that you sit in the visitors' area, which is located at the back right corner of the tent, so it will be easier to know who is able to vote and who is not."

William Bowler introduced the following officials who were sitting at the front of Town Meeting: "Tom McEnaney (KP Law, Town Counsel), Carin Kale (Town Clerk), Joe Domelowicz (Town Manager), Alex Magee (Finance Director), Jamie Knudsen (Board of Selectmen, Vice Chair), Rosemary Kennedy (BOS), Darcy Dale (BOS), Shawn Farrell (BOS), Christina Schenk-Hargrove (FinCom Chair), John Pruellage (FinCom), David Wanger (FinCom), Nick Tensen (FinCom), and John McGrath (FinCom)."

William Bowler stated: "I have asked non-resident Town officials and those assisting the Selectmen or Finance Committee to be present here so they may be available to answer questions. Members of the press (and the video crew) have been allowed to be present. I hope you all read and brought your copy of the Warrant. If you did not, there may still be some extra copies. The agenda for the meeting is the Warrant. It was prepared by the Board of Selectmen. To bring an agenda item before the meeting, I will recognize a member of the sponsoring board, committee, or individual so they can make a motion. If the motion is seconded, I will recognize the proponent to speak to you about it. Once they are done, I will open discussion up to you. If you wish to speak, you must first ask me to recognize you. To save time, I ask that you already be standing at one of the microphones. Once you're recognized, please state your name and street address. You may then make comments or ask questions about the motion. You will have three minutes to do so. Your comments and questions must be within what we call the 'the four corners of the motion.' Please do not make comments about any person who is in favor of or against the motion, just comment on the merits of the motion. Please, no applause. All motions to amend must be submitted to the Town Clerk in writing. If you need assistance in framing a motion to amend, Town Counsel will provide you with some assistance. No more than one amendment may be pending at the same time. A vote is first taken on the amendment and then on the main motion."

William Bowler stated: "As I mentioned, when a vote is taken, we will be using the electronic voting clickers. Laurie Wilson, The Town's Assistant to the Town Manager and Community Projects Coordinator will demonstrate the use of the clickers in just a moment. In the unlikely event that we have trouble with the new technology, we will revert to the use of voter cards and I will ask you to raise your voter cards and I will then decide visually whether here is the necessary majority or 2/3 vote or other required vote. If I am in doubt, or seven voters question the vote immediately after I declare the outcome, I will have the vote counted by tellers."

Town Manager Joe Domelowicz demonstrated the use of the clickers. Two test questions were given and residents voted to practice the use of the device.

William Bowler stated: "Okay, we will now begin going through the articles in the Warrant."

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

ARTICLE 2021/10 1-1 Article for Consent Motion

To see if the Town will consolidate in one consent motion containing the motions for those articles that, in the opinion of the Moderator, are not controversial and can be passed without debate, or take any action thereon or relative thereto.

Town Moderator said: "As there were no articles that could be included in the Consent Motion, we will pass over this article and continue with Article 2-1."

SECTION 2: FINANCIAL ACTIONS

ARTICLE 2021/10 2-1 Prior Year Bills

To see if the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to pay any unpaid bills incurred in prior years, or take any action thereon or relative thereto. *Expected request \$39.25.*

Town Moderator recognized Nick Tensen who said "I move that the Town vote to raise and appropriate the sum of \$39.25 to pay an unpaid bill from Schwaab, Inc. for a signature stamp." Seconded.

Nick Tensen said this article provided for payment of a prior year bill which was not submitted prior to the fiscal year ending on June 30, 2021. The town has one unpaid invoice from Schwaab for a signature stamp.

Town Moderator noted that the article requires a 9/10th vote.

Vote: In favor 88; Against 3. Motion carries.

ARTICLE 2021/10 2-2 Amendment to Budget

To see if the Town will vote to amend the vote taken under Article 2021/5 2-3 of the May 1, 2021 Annual Town Meeting to reduce the amount raised and appropriated by \$875,725, or take any action thereon or relative thereto.

Town Moderator recognized John Pruellage who said "I move that the Town amend the vote taken under Article 2021/5 2-3 of the May 1, 2021 Annual Town Meeting to reduce the amount to be raised and appropriated by \$875,725 and further to make reductions to the following items from the Unclassified category of the Town's FY 22 Annual Operating Budget, which was included as Appendix B to the Annual Town Meeting Warrant as follows:

Capital Expenditures \$338,638
Transfer to agency – HDC \$66,051
Transfer to OPEB \$125,000
Transfer to stabilization \$346,036
For a total reduction of \$875,725."

Seconded.

John Pruellage explained that the Warrant last year was correct, but the motion had been

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incorrect as it had the total number and those items listed above were appropriated twice. The budget would be restored as approved last May but if not approved, taxes would be higher. All the Boards unanimously approved the article.

Vote: In favor 99; Against 1. Motion passes.

ARTICLE 2021/10 2-3 Election Staffing

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding additional election staffing and incidental or related costs for FY22, or take any action thereon or relative thereto. (*Expected request is \$14,000.00*)

Town Moderator recognized Jamie Knudsen of the Board of Selectmen who said “I move that the Town transfer the sum of \$14,000 from Free Cash for the purpose of funding additional election staffing and incidental or related costs for FY22.”

Seconded.

Jamie Knudsen said the article was related to the upcoming elections November 2 and November 30 to fill the seat of Representative Brad Hill.

Vote: In favor 95; Against 8. Motion carries.

SECTION 3: OTHER APPROPRIATIONS AND ACTIONS

ARTICLE 2021/10 3-1 General Bylaws – Board of Selectmen Name Change

To see if the Town will vote to amend the General Bylaws to replace “Selectmen” and “Board of Selectmen” with the words “Select Board” in each and every instance in which said terms appear; and, further, to delete gendered terms in the General Bylaws and make appropriate editorial revisions to nearby words, without changing the meaning, to address any resulting grammatical issues; all as set forth in a document entitled “2021 General Bylaw Amendment – Article 3-1”, on file with the Town Clerk, or take any action thereon or relative thereto.

Town Moderator explained that the discussion Articles 3-1 and 3-2 are related and will be discussed together but that each article required a separate vote because there are separate voting totals required.

Town Moderator recognized Darcy Dale of the Board of Selectmen who said “I move that the Town consolidate Articles 3-1 and 3-2 for the purposes of discussion, since both articles relate to the same topic. We will have separate votes to approve each article following the debate. Following the vote on the motion to join the articles, I move that the Town approve Article 3-1 as printed in the Warrant.”

Seconded.

Darcy Dale explained that Massachusetts is encouraging municipalities to move toward gender neutral language.

Jack Lawrence (105 Rock Maple) asked about how to refer to individual members formerly known as Selectmen. Darcy Dale responded that individual members would be referred to Select Board members.

Vote: In favor 81; Against 23. Motion carries.

ARTICLE 2021/10 3-2 Zoning Bylaws – Board of Selectmen Name Change

To see if the Town will vote to amend the Zoning Bylaws to replace the words “Selectmen” and “Board of Selectmen” with the words “Select Board” in each and every instance in which said terms appear; and, further, to delete gendered terms in the Zoning Bylaws and make appropriate editorial revisions to nearby words, without changing the meaning, to address any resulting grammatical issue, all as set forth in a document entitled “2021 Zoning Bylaw Amendment – Article 3-2”, on file with the Town Clerk, or take any action thereon or relative thereto.

Town Moderator recognized Darcy Dale.

Darcy Dale said: “I move that the Town approve Article 3-2 as printed in the Warrant.”

Seconded.

Town Moderator noted that the Planning Board had held a public hearing and recommended passage of the article.

Town Moderator noted, for the record, that he was also Chairman of the Zoning Board of Appeals and had conferred with Town Counsel to determine that there was no conflict of interest from not stepping down to handle the matter.

Town Moderator noted that the vote required a 2/3rds approval.

Vote: In favor 86; Against 21. Motion carries.

ARTICLE 2021/10 3-3 Home Rule Petition to Refund Taxes – 550 Highland Street

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend Chapter 174 of the Acts of 2020, An Act Exempting from Taxation Certain Property Under the Historic Curatorship Program in the Town of Hamilton, as set forth in Appendix A, for the purpose of authorizing the Town to abate and refund tax payments that were made on the property located at 550 Highland Street; provided, however, that the General Court may make clerical or editorial changes of form only to the bill unless the Board of Selectmen approves amendments to the bill before enactment by the General Court and to authorize the Board of Selectmen to approve amendments within the scope of the general objectives of the petition; said tax abatement in the amount of \$13,232.38 shall be paid from the Overlay Account after the effective date of the special act authorized hereunder without interest, or take any other action thereon or relative thereto.

Town Moderator recognized Darcy Dale who said “I move that the Town approve Article 3-3 as printed in the Warrant.”

Seconded.

Darcy Dale said it was the final step for the family at 550 Highland Avenue to receive their paid taxes back. The family lives in a State property on Conservation and Recreation Property. The State never pays taxes to itself.

Nancy Stehfast (1 Highland St.) asked if taxes were lawfully assessed and if any other towns had refunded paid taxes outside of the abatement process. Darcy Dale responded that no other towns had assessed a tax on a State property and this was a unique situation. The tenants were restoring the home, with a lease with the State and were not a commercial tenant. Ms. Dale said all requirements had been met.

Town Counsel Tom McEnaney said the State is exempt from taxation but under MGL.Ch 59 S 2B, there is an ability to assess a leasehold interest (individual or entity) who leases the State owned property. Mr. McEnaney thought that is what had been done in this situation.

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Lynnette Fallon (38 Goodhue St.) responded that Town Counsel opined that there was ambiguity in the law. Where commercial property, it can be taxed but this property is not commercial. Beth Kerr (270 Asbury St.) wanted to hear from the Selectman who voted against the proposal. Selectman Jamie Knudsen responded the he voted against the article because there is a process to file an abatement. The residents did not file an abatement and Mr. Knudsen thought the refund was an inappropriate plan for the town to treat one resident different from other residents. Peter Britton (466 Highland St.) said he believed that the tax was invalid. Bruce Ramsey (Goodhue St.) said the Town made a mistake and the resident should not be penalized.

Christina Schenk-Hargrove Chairman of the Finance and Advisory Committee said FinCom's position was that the Town did not do anything incorrectly but that the situation had drawn on for years; considered the advice of Town Counsel; and recommended voting favorably on this article.

Kevin Kaminsky (550 Highland St.— curator of property) said the curatorship program brought the Commonwealth \$32M in restoration savings to historic buildings. Mr. Kaminsky recalled that the first year he did pay taxes and then found out that as a non-property owner, he was not subject to abatement procedures. When he found out that he was not subject to being taxed, he stopped paying taxes. The case went to Land Court. He paid another tax bill. Mr. Kaminsky did not think it was right to have the Town keep the money that he had paid.

Vote: In favor 87; Against 28. Motion carries.

ARTICLE 2021/10 3-4 Authorization to Convey Easement to NGrid – 577 Bay Road

To see if the Town will vote to authorize the Board of Selectmen to grant to Massachusetts Electric Company, also known as National Grid, on such terms and conditions as the Board of Selectmen deems appropriate, a permanent utility easement in, through, under, over, and across a portion or portions of the Town-owned property located at 577 Bay Road and described in deeds dated April 8, 1897 in Book 1514, Page 354, April 26, 1926 in Book 2678, Page 49, November 26, 1979 in Book 6679, Page 747 and March 13, 1982 in Book 6938, Page 48, recorded with the Essex South County Registry of Deeds, which portion or portions are approximately shown on the sketch plan on file with the Town Clerk, or take any action thereon or relative thereto.

Town Moderator recognized Rosemary Kennedy of the Board of Selectmen.

Rosemary Kennedy said: "I move that the Town approve Article 3-4 as printed in the Warrant." Seconded.

Rosemary Kennedy said the easement was not anything that the Town was aware of and it delayed the cell tower operations. National Grid needs the easement to have access to the property so they can connect power to the pole. Everest and Verizon would work together to get service.

Vote: In favor 102; Against 4. Motion carries.

ADJOURNMENT

The Moderator said: "I will now accept a Motion to adjourn." Seconded.

This Special Town Meeting is now dissolved at 9:50 am on October 23, 2021.



**Annual Town Meeting
April 2, 2022
9:00 am
Hamilton-Wenham Regional High School**

At the close of voter registration on March 11, 2022 there were 5669 registered voters. There were 163 present:

Precinct 1 - 100
Precinct 2 - 63

William Bowler, Town Moderator, stated that the Warrant for the Annual Town Meeting has been properly posted, a quorum is present, and the April 2, 2022 Annual Town Meeting of the Town of Hamilton is open. Mr. Bowler noted his pleasure with having the Town Meeting inside the auditorium. He stated that there will be tellers appointed to help with the counting.

The Pledge of Allegiance was recited.

Mr. Bowler started with some general reminders: First, registered voter in Hamilton should have picked up a voting clicker and if they did not should get one. Second, cell phones should be silenced and voters should leave the meeting to make a call. Third, non-voters are welcomed at the Town Meeting but are asked to sit in the visitors' area at the back of the auditorium.

Mr. Bowler introduced the officials who were sitting at the front of Town Meeting: Tom McEnaney (KP Law, Town Counsel), Carin Kale (Town Clerk), Joe Domelowicz (Town Manager), Alex Magee (Finance Director), Bill Olson (Select Board, Chair), Jamie Knudsen (Select Board, Vice Chair), Darcy Dale (Select Board), Rosemary Kennedy (Select Board), Shawn Farrell (Select Board), Christina Schenk-Hargrove (FinCom, Chair), John Pruellage (FinCom), Nick Tensen (FinCom), and John McGrath (FinCom).

Mr. Bowler read through various points: Non-resident Town officials and those assisting the Select Board or Finance Committee are present to answer questions. Members of the press (and the video crew) have also been allowed to be present. The agenda, prepared by the Select Board, is the Warrant and copies are available.

Mr. Bowler spoke about Town Meeting procedures: To bring an agenda item before the meeting, he will recognize a member of the sponsoring board, committee, or individual so they can make a motion. If the motion is seconded, he will recognize the proponent to speak. When done, he will open discussion up to the audience who can comment by standing at one of the microphones, ask to be recognized and state their name and address. Comments and questions must be within the 'the four corners of the motion,' no more than three minutes and are to be on the merits of the motion and not

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about any person who is in favor of or against the motion. Motions to amend must be submitted to the Town Clerk in writing. If assistance in framing a motion to amend is needed, Town Counsel will assist. Only one amendment may be pending at the same time. A vote is first taken on the amendment and then on the main motion.

Mr. Bowler spoke about voting procedures: Votes will be counted using the electronic voting clickers. In the unlikely event that there is trouble with the new technology, votes will be counted by raising paper voter cards. He will decide visually whether there is the necessary majority or 2/3 vote. If in doubt, or seven voters question the vote, votes will be counted by tellers. The use of the clickers was demonstrated and determined to be in working order.

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

ARTICLE 2022/4 1-2 Reports

To hear reports of Town Officers and selected committees and to take action thereon or relative thereto. Reports will appear in the Town Report for Calendar Year 2021 and be posted to the Town of Hamilton Website. Town Moderator recognized Bill Olson (Chair, Select Board).

Bill Olson said: "I move that the reports of Town Officers and Committees be received and placed on file. Is there a second?" Seconded.

Bill Olson reflected on those suffering in the world today before he said: "Good morning and welcome to our ATM 2022. First of all I want to thank you all for being here. It's great to be inside and see all your faces but more importantly thank you for being part of this great Town of Hamilton and being here today to help us all make the decisions that will strengthen and improve this town. I think the last two years have taught each of us many different things as well as proven how resilient we all are. The one thing I take away is that during trying times, we may not always agree on every decision or every issue but we do have one thing in common, the best interest of our community. It is important for all of us to share our thoughts, listen to others, and to build consensus together.

One of the things we have done over the last year as a Select Board is change our name from Board of Selectmen to Select Board as it better represents who we are and what we do and I think our board has proven that although we come from different backgrounds and different motivations, we debate each issue until we find common ground. That has been our success. I want to thank the rest of the Select Board for their tireless work over the last two years to make sure our town has strong leadership and remains in a strong position. I want to thank all the employees of the town and the school district for all the extra effort put in since March of 2020 to make sure none of our services were interrupted. I want to specifically thank Town Manager Joe Domelowicz, Chief Stevens, and Chief Brunet for their proactive approach to public safety. I want to thank all our town departments, clerk office, boards, committees (over 40 of them) and volunteers who have put tireless hours into town events, town planning, and town goals. We were one of the safest communities during the pandemic and continue to be a leader in vaccination rollouts. We have done a lot over the last year. Most importantly working to maintain the stability of our government through the pandemic.

In terms of financials, we have met all of our financial and budget goals this year, less than five years after we set them. All of our reserve and stabilization funds are at their goal. We have worked to stabilize our tax rate and this year we are well under the override limits. We have worked to be transparent with the town and with the school committee to challenge all costs and expenditures. We have a strong capital plan and are addressing needs as they happen. We have a new Director of

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Finance who will help improve on this work and we have just completed an audit showing no issues and maintaining our AAA bond rating.

In terms of revenue, after much planning, we have added over a dozen homes at Canter Brook which are paying hundreds of thousands of dollars in new tax revenue this year and we are working with developers on new opportunities. We are about to bring online the new project on Willow Street that will have much needed rental units, senior, housing, affordable units, and retail.

In terms of town strategy, efficiency, and our continued partnership with Wenham and neighboring communities, we have combined the building departments, regionalized health department needs as well as human resources, and we have joined a collaborative to leverage the communities around us in improving our technology infrastructure. We will continue to further this strategy. We have hired a new Council on Aging Director, created the Human Rights Committee, and started to schedule great events at the Patton Estate.

In terms of improving our community, we have continued to make strides with green initiatives by maintaining composting, adding solar panels on town properties, retrofitting LED street lighting, and aggregating energy costs. We also recently invested in improvements to our water infrastructure, improvements to Patton Park, and the Patton Estate such as tennis and basketball courts, and approved additional affordable housing units. We have also continued to support and sponsor community events with shop local and the community house, which included the incredible fall festival last year. In terms of future planning, we are in the middle of our Master Plan which has been a lot of hard work. Rosemary Kennedy will speak to it.”

Town Moderator recognized Christina Schenk-Hargrove (Chair, Finance & Advisory Committee). Christina Schenk-Hargrove said, “The Finance and Advisory Committee is established by State law and by the Town’s Bylaws. The committee’s purpose is to consider ‘any or all municipal questions for the purpose of making reports or recommendations to the town.’ I like to say that the only power we have is to complain.

The Committee has five members who are appointed by the Town Moderator and the Select Board. We volunteer to review all different kinds of issues that affect the Town and make recommendations. One of our major products each year is our book of recommendations, which is sent to residents in the mail with the Warrant. Before making these recommendations, we spend time participating in the Town’s budget process, understanding and evaluating every part of the budget. We meet with the School Administration and the School Committee several times to exchange information about both budgets. For non-budget Warrant articles, we do our due diligence, too, getting input from proponents and opponents, and gathering whatever information we feel we need to be able to reach an educated position.

All through the year, we monitor various subjects, like current and prospective development, the Patton Homestead, and the Hamilton Development Corporation. In the past, we’ve done trash and recycling. We meet about every other week, hosting individuals with knowledge or information about those subjects. We also attend the meetings of other town committees and town administrators to keep informed of what is going on.

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In all of these efforts, we are working as the guardians of your interests, the public interest, so that if anything is amiss, we can raise the alarm. I think I speak for all of us when I say that the opportunity to contribute to the welfare of our Town is of significant personal value to each of us. Thank you to all of our Town volunteers, Town employees, elected officials and to each of you for being here today.”

Town Moderator recognized Rosemary Kennedy.

Rosemary Kennedy reviewed the components of a Master Plan. Jack Lawrence (Master Plan Committee) said the Master Plan would reflect where the town wanted to go. More overrides were forthcoming and there was a need to be creative to continue the quality of life as the town changed. Mr. Lawrence encouraged participation by residents and asked residents to take the survey provided.

Electronic Vote: 123 in favor, 0 against. Motion carries.

ARTICLE 2022/4 1-3 Articles for Consent Motion

To see if the Town will consolidate in one consent motion containing the motions for those articles that, in the opinion of the Moderator, are not controversial and can be passed without debate, or take any action thereon or relative thereto.

Town Moderator said: “I will now read the list of articles to be taken up and voted on as one motion. If you want to ask questions or make comments on an article, shout out ‘Hold’ as the list is read. Any article that is held will be deleted from the Consent Motion and taken up and considered according to its place on the Warrant: Article 2022/4 2-1; Article 2022/4 2-5; Article 2022/4 2-6 (Hold); Article 2022/4 2-7; Article 2022/4 2-8; Article 2022/4 2-14.”

Town Moderator recognized Bill Olson.

Bill Olson said: “I move that the articles included on the list of Articles for Consent Motion for this 2022 Annual Town Meeting, a copy of which has been delivered to the Town Clerk to be filed with the minutes of this meeting, be approved by one vote, each motion to be deemed a separate action under the Warrant Article having the same corresponding number, excepting Article 2022/4 2-6.” Seconded.

Electronic Vote: 104 in favor, 4 against. Motion passes.

SECTION 2: FINANCIAL ACTIONS

ARTICLE 2021/5 2-2 Prior Year Bills

To see if the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to pay any unpaid bills incurred in prior years, or take any action thereon or relative thereto. (Expected request \$9,218.80)

Town Moderator noted the article required a 4/5th vote.

Town Moderator recognized Christina Schenk-Hargrove.

Christina Schenk-Hargrove said: “I move that the Town vote to raise and appropriate \$9,218.80 to pay unpaid bills from Northeast Electrical and DeRosa Environmental for the Electrical Project at Patton Homestead and Environmental Survey work at the landfill, in the amounts of \$1,718.80 and \$7,500, respectively.” Seconded.

Christina Schenk-Hargrove noted that both bills were incurred subsequent to the deadline for the

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previous year.

Electronic Vote: 120 in favor, 3 against. A 4/5ths majority was established. Motion carries.

ARTICLE 2022/4 2-3 General Town Departmental Appropriations

To see if the Town will raise and appropriate, or transfer from available funds, a sum of money to defray the expenses of schools and all other Town expenses for the Fiscal Year beginning July 1, 2022, or take any action thereon or relative thereto. *(Expected requests Town - \$13,078,993 and all educational expenses, including HWRSD and ENSATSD - \$22,530,203).*

Town Moderator said: "This is our annual general Town and School omnibus appropriations article."

Town Moderator said: "I recognized Eric Tracy, Superintendent of Schools, to report on the School District Budget."

Eric Tracy thanked various committees and boards for the cooperation and transparency needed to present a fiscally responsible budget. Hamilton's assessment for the budget for the FY23 schoolyear was \$22,213,519. The previous budget had been reduced by \$1.24M with a result of losing 22 positions and various programs. The current budget allowed for the recovering of losses. There was a \$3.1M surplus from FY20 due to COVID keeping the schools out of session. Some positions were left unfilled. Currently there was an increase in Chapter 70 State aid. The Other Post Employment Benefits (OPEB) account, which was used to offset payment of retirees' benefits was paid out of the Operating Budget. The Schools would use \$2M to fund the OPEB account to fund the \$40M liability. \$325,000 would be used for repairs and ADA updates. \$775,000 of the \$3.1M excess would be returned to the towns. The Gross Summary sheet illustrated \$42,859,392 with four projects proposed for \$571,960 of which Hamilton's assessment was \$373,885. The budget was lower than previous increases, which were 3.31% over the last few years. Hamilton had an increase in children which resulted in an increase in assessment. Dr. Tracy noted the new Cutler School project and that athletic field improvements would need support over the next few years.

Town Moderator said: "I recognized Joe Domelowicz, Town Manager to report on the Town Budget." Joe Domelowicz and Alex Magee (Finance Director) discussed the \$36,435,101 budget for Town and Schools that featured an increase of \$1.1M over the last year. Town costs increased by 2.98%, which was due to raises for staff and other items such as: debt services, insurance, etc. The budget proposal was displayed. A pie chart showed each portion of expenses. Education for Regional and Essex North Shore Technical schools was the major portion. A slide illustrated individual department increases. Mr. Magee noted that 90% of revenues were derived from property tax and if water were included, the revenue directly from residents was 98%. Only 2.46% of revenue was from State aid and less than 1% from other sources. Changes in revenues were shown. The tax levy of \$842,000 increase was just under 2.5% due to an increase in State aid. Local receipts (motor vehicle excise) increased by \$100,000. An allowance for abatement (uncollected tax) was \$5,000. Excess Levy Capacity analysis was discussed and Mr. Magee noted that the Town had regained \$400,000, which resulted in not having the taxes as close to the maximum as was done in previous years.

Town Moderator said: "I will now read each appropriation and for any item a voter would like to discuss separately, please shout out 'hold'."

\$ 2,296,762.72 for General Town Government

\$ 3,502,800.27 for Public Safety

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\$22,213,591.00 for Hamilton-Wenham Regional School District
\$ 316,612.00 for Essex North Shore Agricultural & Technical School District
\$ 2,249,675.94 for Department of Public Works
\$ 338,470.00 for Health and Human Services
\$ 1,082,247.12 for Culture and Recreation (Hold)
\$ 3,609,036.57 for Unclassified
Totaling \$35,609,196.00.

Town Moderator said: "I recognize John Pruellage."

John Pruellage said: "I move that the Town raise and appropriate the sums read by the Moderator for Schools and all other Town expenses which are set forth in the 2023 Fiscal Year Budget in Appendix B of the 2022 Appendix Book and Appendix C of the 2022 Appendix Book with the corrections read by the Moderator excepting those items held." Seconded.

John Pruellage said that the FinCom unanimously supported the budget, which increased 3.2% from the previous year. The Town's increase was about 3% due to personnel expense, which accounted for 60% of the Town's budget. Other increases were elections expenses and DPW work, which were offset by Financial Reserve transfers. Once reserves were netted out, the true increase was 3.4%. School assessment increased 3.3% due in part to the shift in enrollment toward Hamilton. \$3.1 was funded from Excess and Deficiencies (E&D) from two years prior. \$2M would be applied to OPEB (\$56M liability) and the action would save the Towns \$10M over time. The \$775,000 from the E&D fund was required to be returned to the towns, which Mr. Pruellage thought was great for this year but would not be sustainable from year to year. The real operational spending increased by almost 4%. Mr. Pruellage said this year's budget was fiscally responsible. No over-ride was needed. Growth rate was still above 2.5%, which would lead to much higher tax rates unless another revenue source were found to offset the costs. Mr. Pruellage was encouraged by the work of the Town Manager, department heads, and the Schools during the budget process.

A Hold had been placed on Culture and Recreation by Virginia Cookson (318 Forest St.) who questioned how the money had been divided. Alex Magee responded that two departments, the library and recreation were shared with Wenham. Hamilton's share of the library budget was \$908,347 and \$173,900 for the recreation department. Ms. Cookson released her hold. Lynnette Fallon (Goodhue St.) thanked the FinCom for their written report and thanked the Town for the pie charts and explanatory material.

Town Moderator re-read the totals.

Electronic Vote: 125 in favor, 12 against. Motion passes.

Town Moderator recognized Jamie Belsito, State Representative.

Jamie Belsito acknowledged the Town Meeting process and thanked members of the committees, Town Moderator, Town Manager and Department of Health. Ms. Belsito addressed water and other projects that had partnerships with the State and Federal governments. Ms. Belsito said local schools needed to be as well represented as city schools via the Rural School caucus. Ms. Belsito said regional transportation would be funded 90 to 95% in the future. Ms. Belsito noted that updated election rules were in a conference committee. She acknowledged the work of Town Clerks and said that Clerks can't be asked to do more with less and that she is asking for more money for Clerks. Ms. Belsito

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noted the SPED Circuit Breaker, the Cutler School application, and that she would “fiercely” represent the Town of Hamilton in the State capital halls.

ARTICLE 2022/4 2-4 Capital Expenditures

To see if the Town will raise and appropriate or transfer from available funds a sum of money for the purpose of funding capital expenditures and further, to authorize the Town Manager to administer and expend funds from said accounts, or take any action thereon or relative thereto. (*Expected request \$550,905.00*)

Town Moderator recognized Rosemary Kennedy.

Rosemary Kennedy said: “I move that the Town vote to transfer the sum of \$550,905 from Free Cash to fund the purchases and projects identified in the Fiscal Year 2023 Capital Projects Plan, with the exception of the Patton Park Master Plan, which will be funded in a separate article. The Capital Projects Plan is set forth in Appendix D of the 2022 Appendix Book. Seconded.

Town Moderator recognized Nick Tensen.

Nick Tensen recognized the Capital Committee as a group that scrutinized capital requests for this year and the future. The Capital Committee had requested \$550,905 for the DPW garage (\$225,000), roads/sidewalks (\$150,000), GIS management system (\$61,500), library IT (\$27,405), patrol car (\$57,000) and eco repeaters (\$28,000). Mr. Tensen referred to the \$4.1M in free cash, which would be used to avoid funding the projects through debt and going into Proposition 2 and 1/2 territory.

Marc Johnson (Patton Drive) suggested reviewing a long term road plan within the Capital Plan.

Chris Ellos (Woodland Mead) asked about Town Hall construction. Joe Domelowicz responded that it could be a FY 24 project and it would not be before the voters this year. The Select Board would determine if the project would be brought back. Rosemary Kennedy said she was grateful to the Capital Committee for prioritizing the needs of the town and thanked both the FinCom and the Capital Committee.

Electronic Vote: 133 in favor, 7 against. Motion carries.

ARTICLE 2022/4 2-6 Annual Financial Actions

To see if the Town will authorize the following financial actions, or take any action thereon or relative thereto.

- A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to the General Fund to be used for cemetery purposes;
- B. To transfer \$447,893 from the Water Enterprise Fund to the General Fund to be used for indirect expenses;
- C. To transfer \$108 from the Clark Fund to the Conservation Trust fund for conservation related expenses.

Town Moderator recognized Christina Schenk-Hargrove.

Christina Schenk-Hargrove said: “I move that the Town authorize the following financial transfers:

- A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to the General Fund to be used for cemetery purposes;
- B. To transfer \$447,893 from the Water Enterprise Fund to the General Fund to be used for indirect expenses;

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- C. To transfer \$108 from the Clark Fund to the Conservation Trust fund for conservation related expenses.”

Seconded.

Christina Schenk-Hargrove explained the transfers were a way to reduce the tax rate. Patti Miller (Maple Ave) asked why the Water Enterprise Fund was not being used only for water. Alex Magee responded that it was a separate fund \$2M for the delivery of water and service to residents. Administrative and operational efforts were indirect cost allocations that offset time various people in other departments spent to continue the function of the water enterprise.

Electronic Vote: 128 in favor, 5 against. Motion carries.

ARTICLE 2022/4 2-9 Patton Homestead Operating Budget

To see if the Town will raise and appropriate, or transfer from available funds, the sum of \$75,000 to defray the expenses of the FY2023 Patton Homestead Budget, as set forth in Appendix F, or take any action thereon or relative thereto. (*Expected request \$75,000*). (The budget appears as Appendix F to the 2022 Appendix Book.)

Town Moderator recognized Shawn Farrell.

Shawn Farrell said: “I move that the Town raise and appropriate the sum of \$75,000 to defray the expenses of the Patton Homestead for FY2023 and further to approve the FY2023 Patton Homestead Enterprise Fund Budget, as set forth in Appendix F to the 2022 Appendix Book.”

Seconded.

Town Moderator recognized John McGrath.

John McGrath explained that the FinCom’s hope was that the property would be self-sufficient, however, usage was down due to the virus. A study group was formed to review the operation and potential of the property. The group would return to the FinCom and Select Board with recommendations and options as to what could be done with the property.

Electronic Vote: 116 in favor, 24 against. Motion carries.

ARTICLE 2022/4 2-10 Stabilization Fund

To see if the Town will vote to transfer \$20,000 from Free Cash to the General Stabilization Fund, or take any action thereon or relative thereto. (*Expected request is \$20,000*).

Town Moderator recognized Nick Tensen.

Nick Tensen said: “I move that the Town transfer the sum of \$20,000 from Free Cash to the Stabilization Fund.” Seconded.

Nick Tensen explained the stabilization fund was established as a backup for emergency funds with 5% of the Town Budget having been fulfilled. As the Town was \$20,000 short of the proposed budget, the void would be paid for out of the fund.

Town Moderator announced the approval would be a 2/3rds vote.

Electronic Vote: 128 in favor, 2 against. A 2/3rds majority was established. Motion passes.

ARTICLE 2022/4 2-11 Community Preservation Budget

To see if the Town will act on the Report of the Community Preservation Committee on the Fiscal Year 2023 Community Preservation Budget and specified other projects and appropriate or reserve for later appropriation monies from community preservation fund annual revenues, specific reserves or other available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, as set forth in Appendix G, or take any action thereon or relative thereto. [The Budget appears as Appendix G of the 2022 Appendix Book.]

Town Moderator recognized Jay Butler.

Jay Butler "I move that the Town approve Article 2-11 as printed in the Warrant." Seconded.

Jay Butler explained the article was a combination of administrative and internal actions for the transferring of funds between sub accounts. Of the \$1.25M bond for the Donovan fields, \$107,200 would be paid this year with the bond being paid in full in 2032.

Electronic Vote: 114 in favor, 10 against. Motion passes.

ARTICLE 2021/4 2-12 Community Preservation – Patton Park Master Plan

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate \$30,000 from the Community Preservation Fund Open Space and Recreation Account for the purpose of funding a master plan for Patton Park, any funds from this appropriation will be returned to the Community Preservation Fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect, or take any action thereon or relative thereto.

Town Moderator recognized Jay Butler.

Jay Butler read: "I move that the Town approve Article 2-12 as printed in the Warrant." Seconded.

Jay Butler explained the grant request was from the Hamilton DPW and Joint Hamilton/Wenham Recreation Committee to hire a landscape architect to develop a Master Plan for the park. Potential cost of \$200,000 for implementation of the plans was presumed but would be discussed and determined at a future date.

Electronic Vote: 120 in favor, 16 against. Motion carries.

ARTICLE 2022/4 2-13 Community Preservation – Community House Centennial Square

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate the sum of \$35,061.52 from the Community Preservation Open Space and Recreation Reserve Account and \$114,938.48 from the Community Preservation Unreserved Fund Balance for a total of \$150,000 to the Community House as a grant for the purpose of designing and constructing the Community House Centennial Square project, which consists of the installation of a patio and improvements to the grounds of the Community House; and further, to authorize the Select Board to enter into a Grant Agreement with the Community House setting the terms for such grant, any funds from this appropriation will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee

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determining that it is unlikely the remaining appropriated funds will need to be spent to this effect, or take any action thereon or relative thereto.

Town Moderator recognized Jay Butler.

Jay Butler said: "I move that the Town approve Article 2-13 as written in the Warrant." Seconded.

Town Moderator recognized Steve Decatur.

Steve Decatur (Horseshoe Lane) reviewed the history of the Community House and how the community used the facility. Centennial Square would become an outdoor space for public use, entertainment, markets, and events, which would enhance the viability of the downtown area. In partnership with Hamilton Development Corporation, the space would help local businesses grow their businesses. Along with funding from both Hamilton and Wenham Community Preservation grants and the Hamilton Development Corporation funding, one half of the cost would be raised privately.

Electronic Vote: 109 in favor, 15 against. Motion passes.

SECTION 3: OTHER APPROPRIATIONS AND ACTIONS

ARTICLE 2022/4 3-1 Climate Change Resolution

To see if the Town will vote to adopt a non-binding resolution developed by the Hamilton-Wenham Climate Action Team, a citizen-led group of volunteers, that establishes a goal for the municipal government of the Town of Hamilton to achieve Net Zero Carbon Energy by no later than 2040, with the following interim measurable goals: 20% reduction in fossil fuels by 2025 (compared to 2009 baseline), 50% by 2030, and 75% by 2035; provided that these goals shall only apply to municipal and school operations, including the Town's fleet of vehicles; and further, to authorize the Select Board to enter into any agreements upon such terms and conditions as the Board deems appropriate related to such resolution, including but not limited to any grant agreements with the Massachusetts Department of Environmental Resources or any other funding agency, to achieve the resolution's goals, or take any action thereon or relative thereto.

Town Moderator recognized Darcy Dale.

Darcy Dale said: "I move that the Town approve Article 3-1 as printed in the Warrant." Seconded.

Darcy Dale said the article was a non-binding resolution establishing goals for the reduction of fossil fuels to achieve net zero carbon energy for the Town and Schools by 2040. The article allows authorization by the Select Board to enter into agreements to achieve the goals and any grant agreement to assist the Town in the regard. The article did not affect private property.

Town Moderator recognized John McGrath. John McGrath said the FinCom unanimously approved the article. The resolution set goals, talks about collaborative and coordinated planning with decisions being made from that process and support for energy efficiency and strategies.

Scott Regan (22 Elliot St.) said all energy consumed by town vehicles or buildings would be produced via renewable resources and if any were consumed via fossil fuels, an offset would be produced through renewable credits. A climate action committee would create a plan to achieve goals and strategies (conservation and efficiency, replace fossil fuels with non-carbon sources, electrify all municipal buildings and vehicles, reduce waste produced by promoting composting and plastic reduction).

Virginia Cookson (318 Forest St.) had concerns with initiatives for creating committee by

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appointment and that State conditions might be imposed as they would be the source of funding.

Scott Regan (22 Elliot St.) noted that the State would place the Town higher on its funding list if a regional approach was used.

Nick Tensen thanked Virginia Cookson for her noting the issue of State funding impacts.

Chris Ellos asked for a concrete example of purchasing energy efficient vehicles as the Town is purchasing an SUV currently. Joe Domelowicz said the Town would look for an opportunity for replacing vehicles with electric vehicles along with charging stations after the Capital Committee and FinCom reviewed the proposal.

Bill Olson said the Select Board had reviewed the potential of buying an electric vehicle for this Town Meeting but had decided it was not the time.

Al DeGroot (Chebacco Road) said it was a moral obligation to take issues seriously but wanted to add the importance of open space and the protection of environments in the future.

Bob Knowles (Wenham) discussed State and Federal incentives for solar facilities as well as permitting and zoning issues for siting those facilities at industrial sites rather than open space locations.

Joe Domelowicz explained that the article was to develop a resolution.

Greg Horner (Home St.) added that questions would be taken up by the committee as it is formed.

Gretel Clark (Bay Road) said the existing composting in separate bins was one-fourth of the plan and urged residents to continue the process.

Deb Safford (Maple St.) questioned the non-binding resolution and the establishment of goals with no tax impact currently but wondered about future tax changes. Ms. Safford noted the cost of ownership such as batteries and electricity. Joe Domelowicz said spending money required the Town Manager to present any proposal to the Select Board, the FinCom, and eventually Town Meeting for approval. A resident said there was a transition between now and 2040 but urged the town to do their part.

Rick Mitchell made a motion to call the motion. The Moderator said a motion to call the question was not debatable and asked for a second. Seconded.

Voice vote (because the electronic system was not set up for a vote to move the question): unclear. Moderator called for a paper vote.

Paper voting card Vote: Majority in favor to terminate debate. Motion carries.

The Moderator called for a vote on the warrant article, Climate Change Resolution.

Electronic Vote: 104 in favor of the main article, 21 against. Motion carries.

The Moderator recognized Joe Domelowicz.

Joe Domelowicz noted April was Autism Awareness month. On April 26, 2022 the Police were partnering with Five Sons Pizza to deliver orders and for a percentage of orders to be donated to the school program.

ADJOURNMENT

The Moderator said: "I will now accept a Motion to dissolve."
So Moved. Seconded.

Voice vote: majority in favor. Meeting is adjourned.

This Annual Town Meeting was dissolved at 11:06 am on April 2, 2022.

ADDENDUM

ARTICLE 2022/4 1-3 Consent Motion Articles included the following articles:

ARTICLE 2022/4 2-1. Compensation/Classification Table

To see if the Town will amend the Personnel Bylaw by adopting changes to the classification and compensation table as set forth in Appendix A, or take any action thereon or relative thereto.

ARTICLE 2022/4 2-5. Water Enterprise Budget

To see if the Town will approve the FY2023 Water Enterprise Budget, as set forth in Appendix E, or take any action thereon or relative thereto. (*Expected request \$2,022,873*)

ARTICLE 2022/4 2-7. Hamilton Development Corporation

To see if the Town will raise and appropriate the sum of \$55,000 to the Hamilton Development Corporation, or take any action thereon or relative thereto. (*Expected request is \$55,000*)

ARTICLE 2022/4 2-8. OPEB Trust Fund.

To see if the Town will raise and appropriate the sum of \$125,000 for the purpose of funding the Other Post-Employment Benefits (OPEB) Liability Trust Fund, or take any action thereon or relative thereto.

ARTICLE 2022/4 2-14. Community Preservation Transfers.

To see if the Town will vote, pursuant to G.L. c.44B, to transfer from the Community Preservation Unreserved Fund Balance the sum of \$73,000 to the Historic Preservation Reserve Account and an additional \$8,000 to Community Housing Reserves Account, or take any action thereon or relative thereto.

A TRUE COPY ATTEST

Carin A. Kale
TOWN CLERK

MA Special State Primary

Hamilton, MA
November 2, 2021
OFFICIAL RESULTS

Registered Voters 5705
Turnout 698 12.20%

REPRESENTATIVE IN GENERAL COURT

DEMOCRATIC BALLOT

	P1	P2	P3	
Jamie M. Belsito	124	67	63	254
Darcyll C. Dale	94	71	46	211
Write in	2	0	5	7
Blank	0	0	1	1
TOTAL D VOTES	220	138	115	473

REPUBLICAN BALLOT

	P1	P2	P3	
Lisa-Marie Cashman	69	28	24	121
Robert L. Snow	44	32	23	99
Write in	0	0	3	3
Blank	2	0	0	2
TOTAL R VOTES	115	60	50	225

Total Votes	335	198	165	698
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MA Special State Election
4th Essex State Representative

OFFICIAL RESULTS

Hamilton, MA	Registered Voters	5705
November 30, 2021	Turnout	717
		12.57%

REPRESENTATIVE IN GENERAL COURT

	P1	P2	P3	
Jamie M. Belsito	193	100	97	390
Robert L. Snow	161	96	69	326
Write in	0	0	0	0
Blank	1	0	0	1
TOTAL VOTES	355	196	166	717

Town of Hamilton

Annual Town Election

April 7, 2022

Precinct 1 873

Precinct 2 680

Voter Turnout 1553

OFFICIAL RESULTS

Registered Voters 5669 27.39%

Certified by Carin A. Kale, Town Clerk

Candidate Name	Prec. 1	Prec. 2	TOTALS	Candidate Name	Prec. 1	Prec. 2		TOTALS
Select Board (3 years)				H-W Library Trustee (3 years)				
Vote for TWO				Vote for ONE				
Blanks	122	76	198	Blanks	192	122		314
Darcyll C. Dale **	338	295	633	Jane S. Kusel	680	555		1235
Rosemary I. Kennedy **	376	284	660	Write-ins	1	3		4
Caroline Q. Beaulieu	452	336	788		873	680		1553
Thomas B. Myers	455	365	820					
Write-ins	3	4	7	H-W Regional School Committee				
	1746	1360	3106	(3 years) Vote for THREE				
Moderator (1 year)				David Polito	491	388		879
Vote for ONE				Courtney Ashwood	345	266		611
Blanks	213	150	363	David I. Frenkel	464	392		856
William F. Bowler **	648	524	1172	Amy Kunberger	491	387		878
Write-ins	12	6	18	Lauren S. Lambert	60	56		116
	873	680	1553	Brian J. Scudder	366	262		628
Board of Assessors (3 years)				Andrea Vanboven	292	205		497
Vote for ONE				Blanks	109	84		193
Blanks	197	141	338	Write-ins	1	0		1
Christopher S. Campbell **	669	536	1205		2619	2040		4659
Write-ins	7	3	10	H-W Regional School Committee				
	873	680	1553			Hamilton	Wenham	Total
Planning Board (3 years)				David Polito		879	507	1386
Vote for THREE				Courtney Ashwood		611	338	949
Blanks	839	634	1473	David I. Frenkel		856	483	1339
William C. Wheaton **	582	482	1064	Amy Kunberger		878	440	1318
Emil T. Dahlquist	550	436	986	Lauren S. Lambert		116	76	192
Elizabeth L. Herr	477	364	841	Brian J. Scudder		628	332	960
Write-ins Corey Beaulieu	153	103	256	Andrea Vanboven		497	262	759
Write-ins other	18	21	39	Blanks		193	168	361
	2619	2040	4659	Write-ins		1	4	5
Housing Authority (5 years)						4659	2610	7269
Vote for ONE								
Blanks	235	164	399					
Michelle F. Horgan **	619	505	1124					
Write-ins	19	11	30					
	873	680	1553					

PLANNING BOARD

At the beginning of the fiscal year, members of the Planning Board included Frederick (Rick) Mitchell, Chair, Marnie Crouch, Clerk, Bill Wheaton, Corey Beaulieu, Emil Dahlquist, and Jonathan Poore; Patrick Norton was an Associate member.

Following the Town election in the spring, the Planning Board gained a new member, Beth Herr, who replaced Corey Beaulieu. On April 21, 2022, the Board elected Marnie Crouch as Chair and Emil Dahlquist as Clerk.

Throughout the year Hamilton Planning & Inspections Director, Patrick Reffett, has assisted the Planning Board.

The mission of the Hamilton Planning Board is to engage in land use management and planning on behalf of the Town. This includes administering the Zoning Bylaw, Site Plan Review, Storm Water Management Permits and Subdivision Control Laws, including issuing Approval Not Required Plans (ANR's).

Additionally Mass General Laws (M.G.L.) makes local planning boards responsible for updating their Master Plans and for reviewing and amending proposed Zoning Bylaws intended to meet the demands of towns and their growth patterns. A Master Plan Committee (MPC) was appointed in 2021 by the Select Board with Chairman Rick Mitchell and member Emil Dahlquist both serving on the committee prior to the 2022 elections. As the Board reorganized in early 2022, new Chairperson Marnie Crouch replaced Mr. Mitchell as the Planning Board representative to the MPC with Emil Dahlquist continuing as an at-large member.

During calendar year 2022, the Hamilton Planning Board held 23 meetings including one site visit to Gordon Conwell Theological Seminary and one executive session. The Board met via Zoom until August 16, 2022 when Board members met in person in the Memorial Room with other participants and interested parties appearing via Zoom. That practice continued through December 2022.

Regulatory Actions by the Hamilton Planning Board in FY 2022

Special Permit Application - The predominant focus of the Board during 2022 was the Senior Housing Special Permit Application or Chebacco Hill Capital Partners, LLC for a project located at 133 Essex Street. The Board devoted 18 meetings to reviewing the complex project and ultimately voted to deny the application in October of 2022 by a vote of 5 opposed to 2 in favor.

Site Plan Reviews - The Planning Board received one Site Plan Review application in 2022, which was for the Iron Ox Farm, 658 Asbury Street, to allow for greenhouses to support farm operations. The application was approved and has been since constructed.

Existing Site Plan Amendments – Willow Flats, the 18 unit mixed use residential/ commercial project at 59-63 Willow Street, requested an amendment to the existing approved site plan which would allow for seven (7) electrical vehicle charging stations within the parking lot. The Board voted unanimously to approve the amendment.

Bond Release Requests – The Planning Board was presented with two bond release requests regarding the Village at Canter Brook Farm, the Senior Housing project located at 354 Highland Street. On October 11, 2022, all remaining bond funds were released as all project elements were installed per approved plans.

Storm Water Management Permit Requests – Two applications for storm water management permits were before the Board in 2022. One was filed by Chebacco Hill Capital Partners, LLC and the other was filed by Summit Real Estate Strategies, LLC. The Board denied the permit application for the 133 Essex

Street project in conjunction with the denial of the special permit. In early 2022, Summit Real Estate Strategies presented the Board with an application for Lot 1 of the 19.75 acres sold by Gordon Conwell Theological Seminary, which property was divided into nine (9) lots known as 0 Bridge Street. The applicant later retracted its application and modified its project to purportedly to avoid triggering the 1-acre filing threshold criteria included in Ch. XXIX of the General Town Bylaw.

Form A - Approval Not Required (ANR) Reviews – In accordance with M.G.L. Ch. 41, Sec 81, the Planning Board performed one Form A – ANR review during 2022. The review was for 300 Bridge Street in the R1-B district to separate a portion of the property that fronts Bridge Street. The newly created lot was to be transferred to a neighbor.

Miscellaneous Board Special Projects, Discussions & Action Items

Gordon Conwell Theological Seminary Rezoning – The Gordon Conwell Theological Seminary (GCTS) announced plans to offer all or a portion of its property for sale, an announcement that has generated significant interest in the local and regional real estate market. The Seminary eventual cessation of its educational and religious mission has created an opportunity for the Town to modify the existing zoning of the R1-B property of the property which is presently subject to the Dover Amendment applicable to religious and educational institutions, to allow for a more economically beneficial use of the 102 acre site which is now tax exempt providing no economic benefit to the T, although the site is accessible to the public. The Planning Board in concert with Town staff, consultants hired by both the Town and GCTS have been working toward zoning solutions that will permit development of the property. It is anticipated that a proposed new zoning bylaw or for the campus land area and a companion development agreement will be prepared and presented publicly for approval at a special Town Meeting in June of 2023.

Consider Zoning and Zoning Map Change – The Board in early 2022 continued its discussion of the possibility of changing the zoning designation for the land area north of the Crossroads Shopping Center to include properties such as the Council on Aging/Senior Center Property, the Public Safety Building and grounds, and the Winthrop School campus. It is anticipated that the Winthrop School Campus will eventually become surplus property and no longer be used by the Hamilton Wenham Regional School District. The Board deferred consideration of rezoning possibilities of this specific area to allow a greater focus on the 133 Essex Senior Housing Special Permit application and a better understanding of the ramifications of the amendment to M.G.L. 40A, Sec. 3 regarding MBTA communities discussed below.

Discussions Regarding State-Required MBTA Communities By-Right Residential Zoning – The State has imposed a requirement upon communities to help generate more housing near MBTA stations and mass transit nodes. Hamilton, like other communities in eastern Massachusetts, is being required to allow for by-right residential zoning upon 50 acres of property within a half a mile from the MBTA Commuter Rail Station. The zoning amendment is required to be submitted to the Commonwealth by December 31, 2024. A conceptual approach has been generated by the Planning & Inspections Director which would amend the existing downtown zoning to accommodate the by-right approach but impose building requirements as allowed by law. The rezoning may also extend to include the Winthrop School Campus and additional area to satisfy the requirements of the new law imposed on the Town. All ordinary procedural requirements will be followed to advance the zoning bylaw which will require a public process, including public hearings and a vote for approval at Town meeting. In the event the Town were to vote to reject the zoning amendments, certain state funding sources will become unavailable as a penalty.

Amendments to the Stormwater Management Bylaw – Although the substance of the Bylaw has been updated to state and federal requirements as recently as November 2021, the Planning Board has recognized that in some instances the existing Stormwater Management Bylaw (General Bylaw Ch. XXIX) is lacking. The intent is to address sloped sites whose potential development would create unacceptable levels of erosion both on-site and off. The Board is working with legal counsel who is familiar with such approaches and will address the appropriate changes in the upcoming year.

INSPECTIONAL SERVICES DEPARTMENT

The Building Department is part of the Hamilton Planning & Inspectional Services Department. The Inspectors enforce all of the provisions of the Massachusetts State Building Code, the Town of Hamilton Zoning Bylaws and Bylaws, State Statutes, and the Regulations of the Massachusetts Architectural Access Board, while assisting the public and reviewing all applications.

STAFF - The Building Department is staffed by:

- Commissioner - Richard P. Maloney
- Electrical Inspector - Denis Curran
- Plumbing & Gas Fitting Inspector - Kevin Dash
- Administrative Assistant – Mary-Ellen L. Feener
- Volunteer Assistant – Sandy Barton

2022 PERMITS ISSUED - Permits issued by the Department during 2022 were the following:

- 436 Building
- 16 Sheet Metal
- 33 Generator
- 7 Mechanical
- 151 Gas Fitting
- 124 Plumbing
- 291 Electrical

NEW SINGLE FAMILY RESIDENTIAL GROWTH - New single family homes were constructed at 3 Gail Avenue, 821 Bay Road, 546 Bay Road, 181 Bridge Street, 145 Cutler Road, 139 Cutler Road, 45 Berrywood Lane, 156 Gregory Island Road, 170 Miles River Road, 161 Bridge Street and 550 Bay Road.

NOTABLE 2022 PERMITS / PROJECTS – Included:

- 10 Affordable townhome units by Essex County Habitat for Humanity at 434 Asbury Street. The units were added to the Town's subsidized housing inventory (SHI) which now stands at 4.1%.
- In February 2021, a Building Permit was issued to EIP Communications, LLC, to begin construction on a communication/cell tower at 577 Bay Road (behind Hamilton Town Hall) cell service was activated in 2022.
- In March 2021, a Building Permit was issued to Traggorth Companies to begin construction at 59-63 Willow Street on a Mixed-Use Development with 18 residential units and one commercial space. The project was completed in June of 2022.

ANNUAL INSPECTIONS – The State Building Code requires annual inspections be undertaken upon a number of public related uses to protect the public. Local restaurants that serve alcohol are inspected annually by the Building Inspector and the Fire Inspector. The A.P. Gardner Post, Post Restaurant, Myopia Hunt Club, 15 Walnut Tavern, and the Weathervane Tavern were issued Certificates of Inspection. The Community House, the three daycare facilities located in the town, Pingree School, Winthrop Elementary, Cutler Elementary, and the Hamilton-Wenham Regional High School, were also inspected and issued Certificates of Inspection.

COMPLAINT PROCESS - If a citizen has a concern or a complaint about a specific Hamilton property then a Complaint Investigation Form, available on the Building Department web page, should be submitted to the Department for appropriate follow-up.

ELECTRONIC PERMITTING - In 2022 the Town signed a contract to offer municipal permitting software so applications can be submitted via the web and the Building Department began working closely with the Assessor's Office and the permitting company to put all in place in order to launch the service in 2023. In the meantime, all applications may be found on the Town web site: hamiltonma.gov, or by visiting the Town Hall during regular hours of business.

Richard P. Maloney, Building Commissioner
Patrick Reffett, Director of Planning and Inspectional Services

WEIGHTS AND MEASURES

The Inspector of Weights and Measures enforces laws regarding pricing and delivery which protects the citizens of Hamilton and those who visit the town. All commercially used measuring and weighing devices, such as gasoline meters, home heating oil trucks, scales, and scanners are annually tested and certified by the Inspector of Weights and Measures as mandated by state law. If a device is approved then a security seal will be attached. If a device is not approved the business cannot use the device until it is fixed or replaced. The Inspector also conducts random inspections. The Inspector of Weights and Measures responds to all complaints regarding pricing, weight, and deliveries. If you have a concern or a question, please contact the Building Department at permitting@hamiltonma.gov or 978-626-5250.

The Inspector of Weights and Measures inspected, sealed, adjusted, or condemned, a total of 68 measuring units. Fees totaling \$2,430.00 were billed.

Crosby's Market	17 devices	\$545.00
Meadow Brook Farm	2 devices	\$70.00
A & M Motors	16 devices	\$560.00
Welch & Lamson Inc.	2 devices	\$180.00
Hamilton Convenience	8 devices	\$280.00
CVS	2 devices	\$75.00
Cumberland Farms	14 devices	\$490.00
Beth Israel - Lahey Family Medicine Associates	4 devices	\$170.00
Connolly's Pharmacy	2 devices	\$60.00

Leonard Rose, Inspector of Weights and Measures

Patrick Reffett, Director of Planning and Inspectional Services

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) meetings are typically held in the Memorial Room of Town Hall in-person and via Zoom on the first Wednesday evening of the month with special meetings occurring as needed. Board Members are appointed by the Select Board and exercise the powers, and perform all duties as required by Massachusetts General Law and the Town of Hamilton Zoning Bylaws.

BOARD AND STAFF - The Board consists of three members and two associate members. ZBA members are William “Bill” Bowler, Bruce Gingrich and David Perincheif. The Associate Members are Steven Derocher, and Andrea Philip. The Board is ably assisted by Building Commissioner Richard Maloney and Building Department Administrative Assistant Mary-Ellen L. Feener. The Board would like to also thank Marcie Ricker for the excellent job in preparing their Meeting Minutes.

2022 ZBA CASES - The Board reviewed nineteen applications for Findings of Fact, Special Permits, or Variances, and one application to hear and decide on an appeal of a decision by the Building Commissioner.

40B – The State requires that local Zoning Boards be the Comprehensive Permit review authority which is a significant responsibility. Notably a Comprehensive Permit application for a 45 unit 40B project was submitted by Harborlight Community Partners (of Beverly, MA) to located at 466 Highland Street. Chapter 40B promotes affordable housing in each community of the Commonwealth and requires 10 percent of the local housing stock to be “affordable” according to state and federal requirements. Hamilton currently has 4.1 percent of its housing stock as affordable.

Webpage - The Zoning Bylaws may be found on the Town website: hamiltonma.gov. Many preliminary questions regarding a proposed project may be answered by reviewing the zoning criteria within the Hamilton Zoning Bylaw. Application forms and much helpful information can be found on the website on the Zoning Board of Appeals webpage. For questions you may contact permitting@hamiltonma.gov or 978-626-5250.

William Bowler, Chair

Patrick Reffett, Director of Planning and Inspectional Services

CONSERVATION COMMISSION

The Hamilton Conservation Commission's primary task is the administration and enforcement of the state Wetlands Protection Act (Ch. 131 §40) and the Town's Conservation By-Law, Chapter 17 of the Town's General Bylaws.

Conservation Commission jurisdiction and procedure:

The Commission's jurisdiction includes all proposed changes in land use within the borders of the Town which will occur within defined wetlands or within 100 feet of the defined edge of wetlands, or within 200 feet of perennial streams and rivers. The Commission considers applications (known as "Requests for Determination" and also "Notices of Intent") for work in these areas at public meetings and/or public hearings. The Commission or the Commission Coordinator holds site walks to review conditions at the proposed work area. The Commission then decides if a permit (either a "Negative Determination" or an "Order of Conditions") shall be issued. Once a project is completed, the Commission reviews post project conditions to establish that the project was finished in the same manner as it was originally proposed and that no damage to resource areas has occurred. A Certificate of Compliance is then issued and the process is complete. The Commission also investigates violations of the Wetlands Act and local Conservation By-Law and the Commission issues Enforcement Orders or Violation Notices if appropriate.

Aside from conducting public hearings and holding open public meetings to review and analyze the various applications, the Commission, through their Coordinator, may on any given day do any or all of the following:

- Respond to residents' questions and concerns about wetlands permitting
- Conduct preliminary site evaluations to determine applicability of jurisdiction
- Perform various compliance inspections
- Reply to building contractor and wetlands consultant questions and concerns
- Interact with various state agencies most notably the Commonwealth's Department of Environmental Protection
- Work with the other Town departments to address issues of common concern

2022 Noteworthy Events:

- The Hamilton Conservation Commission Order of Condition boilerplate was modernized
- The Commission approved a limited Administrative Approval form to reduce regulatory burden on small projects
- Sandy Coddington & Kathy Simons joined the Conservation Commission
- George Tarr, Mary Lester & Chris Currier completed their service to the Town as Commission members
- Significant Updating of the Conservation and its Regulations begins

2021 Filings & Other Regulatory Decisions:

20 Requests for Determination

15 Orders of Conditions and Orders of Resource Area Delineation

8 Extensions of Existing Orders of Conditions

4 Amendments to an Existing Order of Conditions

7 Certificates of Compliance

3 Violations / Enforcement Orders

1 Emergency Permit

Respectfully submitted,

Brian Collieran, Conservation Coordinator

POLICE DEPARTMENT



To the Honorable Select Board and Citizens of Hamilton:

I am pleased to offer you this annual report highlighting the activities and accomplishments of your Police Department during the calendar year of 2022.

We continue to operate as a full-service “Community Policing Agency”. We have, and always will, welcome and encourage citizen interaction and we look forward to all of your comments. The philosophy of the Hamilton Police Department is that of preventing crime and being proactive while maintain a high quality of life for the people for which we serve. We remain committed to utilizing a Community Orientated Policing approach in dealing with the many problems we face each day. Working together with citizens, businesses, schools and civic organizations, the Hamilton Police Department is building partnerships for a safer community.

During 2022, we held several community events and public safety related classes to include;

- Citizens Police Academy
- Public Safety Day
- Bike Rodeo
- Silver Alert Program
- RAD Training
- Breast Cancer Awareness Month (October)
- Autism Awareness Month (April)
- Bike Safety Awareness Program

We have been a fully accredited Police Department by the Massachusetts Police Accreditation Commission since 2012 and we are coming up for re-accreditation in 2024. Being an accredited department requires us to continuously evaluate and update our policies and procedures to meet modern day best practices for our police as well as the town of Hamilton.

I have had the pleasure of meeting and speaking with many of you regarding concerns you would like to see addressed. As a result of these discussions, I have been able to examine and address many of the issues you presented. We continue to work diligently with other Federal, State and Local law enforcement agencies as well as the District Attorney’s Office in an effort to thwart criminal activity and provide a safe community for our citizens.

We have seen an increase in our overall call for services, which went from 19,128 in 2021 to 21,433 in 2022. By continuing to collaborate together, we can better serve and protect our community. Although I consider Hamilton a very safe town to live in and raise a family, I am still encouraging all residents to lock their homes and vehicles. As in the past, we will continue to build upon our commitment to the community, focusing on promoting a safe environment through a police-citizen partnership with an emphasis on mutual trust, integrity, fairness, honesty and professionalism.

In these trying fiscal times we continue to work efficiently and effectively with other departments within the town in an effort to maximize resources while minimizing costs. We are always exploring ways to provide better services to our residents while reducing overall spending.

As Chief of Police, I would like to take this opportunity to thank the men and women who make up our Public Safety Team. I am extremely proud of our police officers and dispatchers and would like to thank them for their dedication and compassion as they perform their duties each day.

We will continue to provide Hamilton residents and guests with the highest level of professional law enforcement services possible. We will strive for crime reduction through proven techniques and approaches. Solving quality of life issues and working closely with the public is our goal.

On behalf of the Public Safety Team, we remain thankful to our residents for their unwavering support and for their endless acts of appreciation shown to us throughout the year. Please know that we remain committed to providing you with the best services possible and look forward to serving you in 2023.

Classification	2022
Motor Vehicle Citations Warnings	486
Motor Vehicle Citations Civil	35
Motor Vehicle Citations Criminal Complaints	122
Motor Vehicle Citation Arrests	11
Operating Under the Influence	5
Motor Vehicle Verbal	1209
Parking Tickets	7
Motor Vehicle Accidents Total	83
Motor Vehicle Accidents Investigated	71
Crimes Against Persons	14
Crimes Against Property	56
Crimes Against Society	37
Municipal Citations	17
Animal Calls	451
Medical Calls	449
Alarms	159
Pistol Permits/FID Cards.	84
Total Arrests	81
Traffic Stops	1448
Total Calls for Service	21433

Respectfully Submitted,

Russell M. Stevens

Russell M. Stevens
Chief of Police

(Statistical tabulation based on calendar year)

FIRE DEPARTMENT



The fire department continues to provide quality customer care to the residents of Hamilton. All while providing a wide range of services designed to protect the lives and properties against all types of emergencies, whether that be from fires, medicals, manmade and/or natural disasters. My staff and I are always striving to be better as an organization by honing our skills through training and professional development programs.

One of my long-range goals is to provide a fire based ambulance service to the town's people. I know we can utilize the fire personnel to provide these services with a high level of care. The members of the department have been actively working towards this endeavor. Just this past year, we were able to meet the requirements and did earn our Class V Non-Transporting Ambulance License.

2022 ACHIEVEMENTS:

- Our staff continues to help the Greater Cape Ann Community Collaborative. We administered COVID 19 vaccine booster shots throughout the year at the Hamilton Counsel on Aging.
- For the third year in a row, we hosted the Massachusetts Call and Volunteer Recruit Firefighter class. We put three of our recruit firefighters through this class.
- We submitted the town's area wide Service Zone Plan to the State of Massachusetts and after a lengthy review process, it was approved.
- The fire department submitted a grant application to the Department of Fire Services and we were successful in our efforts. We received \$15,500.00 in grant funding and used the monies to purchase firefighting turnout gear and related equipment.
- We received our Class V Non-Transporting Ambulance License
- We updated the general policies to outline today's expectations and operations for the department.



- *Laura Dixon was awarded the Martin H. McNamara award for outstanding recruit for class 095 (January 28, 2022)*

STAFFING:

The Hamilton Fire Department is a combination department comprised of a mix of full-time and part-time staff. We currently have 5 full-time and 28 part-time firefighters that serve the residents of Hamilton. Our staff responds to all types of emergencies, whenever there is a need for our services (24/7).

NEW RECRUITS:

This was the third year for our call firefighter recruitment campaign. By use of social media along with the town's signboard, we were once again able to hire and bolster our call firefighter force. This year's campaign yielded four capable applicants to become our newest firefighters. Three of which were enrolled in the firefighting recruit program, which started on October 7, 2022.



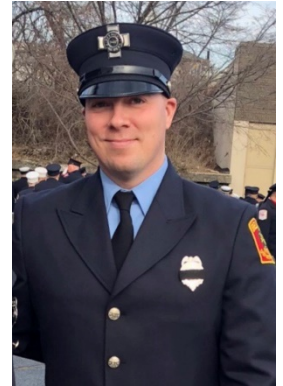
Robert Cross



Mathew Enos



Andrew Mezza



Dustin O'Neil

Dustin O'Neil, our fourth hire of the year, came to us already trained. He earned his firefighter 1&2 certification by working as a full-time firefighter in an area department. In addition to being a trained firefighter, he is also a Massachusetts Certified Emergency Paramedic. Dustin lives in the area and wanted to give back to the community he calls home.

PROMOTIONS:

I am pleased to announce the selections of both David Raymond and Ryan Goodwin to the rank of Lieutenant. Each of them have worked as Senior Firefighter for some time and have proven themselves as officers. On July 26, 2021, we announced their permanent promotions to the rank Lieutenant.



Lieutenant David Raymond



Lieutenant Ryan Goodwin

Congratulations to both of them!

HAMILTON FIRE DEPARTMENT

2022 Personnel Roster

NAME	RANK	Status	DEPT#	Year of Service
Raymond Brunet	Fire Chief	(FT)	(C-1)	33 years
Andrew Ellison	Captain	(PT)	(C-2)	21 years
Robert Wallace	Lieutenant	(FT)	(C-3)	10 years
David Dolan	Lieutenant	(PT)	(C-4)	17 years
Ryan Goodwin	Lieutenant	(PT)	(C-5)	16 years
Dave Raymond	Lieutenant	(PT)	(C-6)	7 years
Marc Anderson	Firefighter	(PT)	(F-21)	2 years
<i>Ross Appleton</i>	Firefighter	(PT)	(F-13)	4 years
Cameron Borrelli	Firefighter	(PT)	(F-26)	1 year
Wesley Bickley	Firefighter	(PT)	(F-25)	1 year
Frank Cirinna	Firefighter	(PT)	(F-8)	12 years
Jesse Cook	Firefighter	(PT)	(F-23)	1 year
<i>Robert Cross</i>	Probationary	(PT)	(F-29)	1 month
<i>Alex Dale</i>	Firefighter	(PT)	(F-6)	11 years
Laura Dixon	Firefighter	(PT)	(F-22)	1 year
Jared Dolan	Firefighter	(FT)	(F-4)	16 years
Colt Donahue	Firefighter	(PT)	(F-18)	4 years
Kristine Ellis	Firefighter	(FT)	(F-3)	19 years
<i>Mathew Enos</i>	Probationary	(PT)	(F-30)	1 month
Timothy Everitt	Firefighter	(PT)	(F-10)	5 years
Jerome Frontiero	Fire Mechanic	(PT)	(M-1)	8 years
Dan Grew	Firefighter	(PT)	(F-12)	4 years
Dane Jorgensen	Firefighter	(PT)	(F-19)	2 years
Kim Maguire	Firefighter	(PT)	(F-16)	2 years
Dan McCormack	Firefighter	(PT)	(F-15)	4 years
<i>Andrew Mezza</i>	Probationary	(PT)	(F-28)	1 month
Justin Mullen	Firefighter	(FT)	(F-7)	9 years
<i>Dustin O'Neill</i>	Probationary	(PT)	(F-30)	1 month
Andre Painchaud	Firefighter	(PT)	(F-2)	19 years
Chris Raymond	Firefighter	(PT)	(F-11)	5 years
Scott Seiler	Firefighter	(PT)	(F-14)	2 years
Andrew Smith	Firefighter	(PT)	(F-20)	1 year
Benjamin Tuneburg	Firefighter	(PT)	(F-5)	14 years
Rick Villa	Firefighter	(PT)	(F-17)	5 years
Glen Preston	Fire Instructor	(PT)		27 years
Kevin Baird	Chaplain	(Volunteer)		8 years

INCIDENTS – FY2022

House fires	3
Other Fires Not structural	7
Rescue	568
Hazardous Condition (No fire)	30
Good Intent	36
False Calls	237
Severe Weather	1
Service Call	106
<u>Special Incident Type</u>	<u>1</u>
Total Fire Calls	989
Emergency Medical Calls	521
TOTAL CALLS:	1510

TRAINING:

The Hamilton Fire Department strives to be professional. We hold monthly training drills for our members in order to keep our firefighter skills sharp and current with the latest technologies.

I am happy to inform you that the majority of our staff are now Nationally Certified Emergency Medical Technicians. One of my long-term goals for the department is to have all of our members trained as EMT's.

This is the third year that we have hosted the Call/Volunteer Recruit Program here in Hamilton. By having the class in our station, not only does it make it easier on our recruits, it also helps other local departments as well. Each recruit must complete the sixteen-week class designed to teach them the basic skills of firefighting. Once they have completed this course and have graduated, they will have earned their Firefighter 1&2 certifications. We enrolled three of our newest firefighters in this class and they graduate on March 1, 2023.

EQUIPMENT:

2017 Pierce Impel 1500 gallon per minute pumper, "Engine 1"

1985 International Ranger Pumper, "Engine 2"

2004 Pierce Saber, 1250 GPM Pumper, "Engine 3"

2014 Pierce Impel Quint Pumper & Ladder, "Ladder 4"

2022 Ford F-550 Brush truck, "Squad 5"

2020 F-350 Utility Pick up Chiefs Truck, "Squad 7"

2014 F-250 Utility Pick up & Medical, "Squad 8"

1994 E350 Support Van "506"

FIRE PREVENTION:

The Department continues to educate the community, including seniors and all school-aged children. We are once again back in the elementary schools training students. The "S.A.F.E." program (Student Awareness of Fire Education) provides student with the fundamentals of fire safety. We use the Essex County trailer and other training props for these lessons. The props depicted mock hazards that could occur in any child's home and the students learn how to stay calm and safe in any types of emergencies. This provides valuable fundamental life safety skills for our youngsters, and they will

fall back on them for the rest of their lives. This is also a wonderful opportunity for our school-aged students to interact with our fire department staff.

Fire and lock-down safety drills have been conducted at all the public schools including the Pingree School and Gordon Conwell Theological Seminary. All public schools and private schools are mandated by State fire Code to conduct at least four fire drills per year which can be substituted for two lock down drills.

The Hamilton Fire Department offers a smoke/carbon monoxide detector program to our seniors. In cooperation with the Council on Aging, we replaced old detectors with new ones at no cost to them. We also provide and installed lock boxes in senior's homes as well. Many seniors have taken advantage of this program since its inception. We will continue this program for as long as we receive this grant.

The increased need for housing in the area has brought us more construction than we have seen in quite some time. Development projects like, Canter Brook Lane; 133 Essex Street, the Willow Street Apartments and the Bridge Street project have taken up a lot of our time. The fire prevention office has conducted plan reviews, zoom meetings for pre-construction conferences, along with the regular inspections. We continue to provide an array of permits along with, smoke & carbon monoxide detector inspections, propane tank installations, oil tank removals & installs, etc.

PREVENTION STATS:

Permits – 391
Inspections – 375
Plan Review – 15
Public Education – 4
Fire Drills and/or lock downs – 44
Senior SAFE Program (Smoke/CO Detectors 2, Lock Boxes–3 home)
Fire Prevention Programs – 2

OPEN BURNING:

Open burning season runs from January 15 to May 1, 2022. We kept our permit fees the same as last year, \$20 for the season with a discounted rate of \$10 for senior citizens. There are still some agricultural permits issued to qualifying farms in the area, however, the EPA has started to restrict these activities. We currently have five agricultural burning permit holders left within the town. With the Fire Chief's approval, these farms can burn year round as long as weather conditions are favorable.

- Open Burning Permits-319
- Agricultural Permits – 5

Respectfully submitted,



Raymond A. Brunet
Fire Chief /EMD

DEPARTMENT OF PUBLIC WORKS

Department of Public Works employees continue to perform their many and varied functions and continue to provide public services to the residents and other departments. Fiscal Year 2022 included the following highlights:

ADMINISTRATION

DPW Staff: DPW had two retirements in FY22. Rick Campana retired from the Town Mechanic position after 38 years of service and Jeff Mazzetta retired from his position as Water Distribution Foreman following 39 years of service. The Town was able to fill the Town Mechanic position by hiring Eddie Neal. After several attempts, the town has not been successful hiring a new Water Distribution Foreman and therefore has promoted Dave Dolan, current Water Treatment Primary Operator, into a dual role of Primary Treatment and Distribution Foreman.

Annual Reporting: The Town of Hamilton has maintained compliance with all the annual reporting required by MassDEP. Reports include the Water Annual Statistics Report (ASR), the Consumer Confidence Report (CCR), and the Solid Waste Survey.

FACILITIES

Hamilton Town Hall Preservation: After failing twice at the election polls for a debt exclusion to fund the Hamilton Town Hall Preservation Project, the town has taken some time over the last several months to focus on the high priorities of the preservation project. The Town has continued to work with the Architect in efforts to redefine a scope of work that includes addressing the code violations, historic preservation, and associated components. Many of the original components of the original project will be included in the reduced scope such as building accessibility, structural, fire protection, exterior envelope, electrical, and plumbing upgrades.

Hamilton Fuel Facility: Over the last 2 years, Hamilton has been collaborating with the Town of Wenham to investigate if a shared fueling facility is the best solution to replacing Hamilton's underground storage tanks behind Town Hall. With a few years of joint use, Hamilton public safety divisions all agree that having Hamilton's own facility behind Town Hall is most beneficial for the safety response, fueling scheduling, fuel accounting and oversight, and the physical location near the center of Hamilton. Having an independent facility will allow Hamilton to utilize Wenham as a backup facility if needed and visa-versa for Wenham. The Hamilton DPW has received a proposal for the new facility with plans to have this project as the top priority on the capital plan. The Town of Wenham has also indicated similar reasons to stay independent and have a separate facility.

Patton Homestead Entrance Ramp and Walking Path: Hamilton DPW constructed a new front entrance walkway at the Patton Homestead to transform the front entry into an accessibility entrance. DPW was able to utilize the existing blue stone and granite to construct the new ramp while maintaining the historic character of the homestead. In November 2021, DPW staff constructed a gravel walking path adjacent to Asbury Street, which provides a defined walkway from the lower gravel parking lot to the front of the Patton Homestead.

Senior Center 2ND Floor Office Space: Hamilton DPW staff constructed usable office space on the 2nd floor of the Hamilton Senior Center. This space is to serve as the new offices for the Hamilton Board of Health and Human Resources.

HIGHWAY

Roadway Improvements: The Town contracted with Aggregate Industries to mill and overlay a series of roadways following water main installation. Forest Street, Village Lane, Beech Street, and Lake Shore Avenue all received roadway treatments during the summer of 2022.

Chebacco Road Reconstruction: Between July and November 2021, the Chebacco Road Project Team worked to pursue an Article 97 Land Transfer between the Towns of Hamilton and Manchester-by-the-Sea to relocate the existing gravel portion of Chebacco Road. The legislation did not pass in Manchester-by-the-Sea with the required two-thirds vote. As a result, the Project Team decided to pursue paving the gravel portion of Chebacco Road in its current location. The design plans were revised to reflect this change, and additional plan updates were made to increase public safety and traffic calming measures on the roadway, including the installation of more guardrail, speed humps, and reconfiguration of the Chebacco Road/Essex Street intersection. The project was issued for public bidding on June 29th, 2022, however, no bids were received. The Project team plans to re-bid this project in the winter of 2022 during a more favorable bid climate to increase the attraction for bidders for a Spring 2023/Summer 2023 project timeframe.

Tree Maintenance: DPW extended the contract for tree maintenance with Mayer Tree Services for FY22 to continue to assist the Town with the performed routine tree maintenance and removed diseased and hazardous trees. National Grid provided another round of tree clearing under the National Grid Hazard Tree Mitigation Program. Both programs have proven successful in limiting the frequency and duration of power outages town wide.

STORMWATER (TIM)

NPDES MS4 Permit Compliance: The Town of Hamilton is regulated under the EPA 2016 Municipal Separate Storm Sewer System (MS4) Permit for their stormwater system. As part of this permit in 2022, the Town continued to implement a public education and outreach program and encouraged public involvement and participation through their annual hazardous waste drop off day. The dry weather outfall inspection/sampling program was finalized and all of the Town's regulated drainage outfalls have been inspected for signs of potential pollution, with no evidence detected. A Stormwater Management Plan (SWMP) and an Illicit Discharge Detection and Elimination (IDDE) program which were developed in previous years were updated to include current information. The Town's stormwater regulation was updated to stay current with permit requirements. The Town will continue to implement and improve Best Management Practices over the permit term to protect water quality and reduce discharge pollutants into the stormwater system.

CEMETERY

Cemetery Restoration and Treatment: The Hamilton DPW continued efforts in FY22 in the Hamilton Cemetery by restoring 100,000 square feet of damaged grass and soil and replaced with new topsoil and hydro-seed treatment. This large area, as in 2020 and 2021, was heavily damaged by grubs and was in need of a full restoration. The treatment and techniques performed over the last few years have proven to be successful transforming the area back into the well-preserved sacred grounds.

SANITATION

Waste Collection: The Town continues to provide scheduled leaf pick-ups in the fall and spring and continues to provide monthly E-Waste drop off events to allow residents to leave: monitors, televisions, computers, white goods, etc. for a small fee at Town Hall.

Household Hazardous Waste Day: The annual Household Hazardous Waste Day was held on October 22nd, 2022 and nearly 100 vehicles brought close to 1,000 pounds of waste for disposal.

Recycle Dividends Program (RDP): The Department of Public Works continues to prepare solid waste annual reports to MassDEP to receive state funding through the annual Recycle Dividends Program "RDP" which has allowed the Town to purchase solid waste and recycling materials as well as pay for printing and postage for Townwide educational mailers.

Landfill Closure Certification: The Department of Public Works continues to prepare quarterly, and annual environmental monitoring reports MassDEP to maintain conformance with the Landfill Closure Certification.

WATER ENTERPRISE

Well Maintenance: The Idlewood 1 Satellite Well and Plateau Well was serviced and redeveloped in FY22. These wells were brought back on-line following the service work and producing optimum withdrawal to satisfy the water demand of the Town. With the frequent drought conditions, our well sources have been forced to work harder and therefore will require additional maintenance and cleaning. In years past the wells may span multiple years between redevelopments, however over the last few years the wells have warranted annual and/or bi-annual redevelopments to successfully serve Hamilton's population.

Pre-Treatment Facility: Upon only receiving one bid from the initial bidding in June 2021 that was more than what the Town had appropriated for the project, the project was re-bid in October 2021. The Town received three (3) bids with D&C Construction Corporation being awarded the project as the lowest responsive bidder for the amount of \$3,098,000. Site work for the project including the relocation of exterior piping and excavation for installing the new concrete building foundation began in April 2022.

Sanitary Survey: The Massachusetts Department of Environmental Protection conducted Hamilton's Sanitary Survey in September 2021. MassDEP identified a few minor violations and deficiencies that Hamilton Water has addressed. Overall, Hamilton has a successful survey with minimal corrective actions.

Asbury Grove Backflow Preventer: The Hamilton Water Department in conjunction with the Asbury Camp Meeting Corporation plans to install a new backflow prevention device at the entry point to the seasonal section at Asbury Grove. Hamilton Water is not responsible for the operation or inspection of the private infrastructure in Asbury Grove and protecting the town system with the use of a backflow preventer device is a reasonable solution against any potential cross connection condition.

Sustainable Water Management Initiative (SWMI): In August 2021, the Town submitted a grant application to MassDEP under the Water Management Act (WMA) program to evaluate alternative water sources along with water management and supply strategies to address future water needs on a regional basis and reduce withdrawals from the Ipswich River basin. The application was submitted in partnership with the water systems of Ipswich, Manchester, Topsfield, Wenham and Essex, the Ipswich River Watershed Association (IRWA) and the Salem-Beverly Water Board (SBWSB). The Town's application was selected by MassDEP and was awarded a grant for \$107,615 to complete the study, which included six (6) separate tasks and deliverables. The study commenced in February 2022 with the final deliverable completed and submitted to MassDEP on June 30, 2022. Alternative water sources evaluated included the feasibility of obtaining additional water supply from the Salem-Beverly Water Supply Board (SBWSB) and/or the Town of Manchester to supplement the water needs of Hamilton and the partnering communities. The water systems of Ipswich, Essex, Wenham and Topsfield were also evaluated to determine the ability of sharing available surplus supply between Hamilton and these systems to mitigate future short-term supply shortages on a Mutual Aid basis. Based on the results of the study, a new interconnection and pipeline with the SBWSB was recommended as the most feasible approach for supplementing the future water supply needs of Hamilton and conversely the partnering water systems. Additional infrastructure improvements to Hamilton's existing interconnections with Wenham, Ipswich and Essex for sharing future supply between the partnering water systems on a mutual aid basis were also recommended.

ENERGY MANAGER

The Energy Manager position is shared between the Towns of Hamilton and Wenham and the Hamilton Wenham Regional School District. The Energy Manager position is currently funded for up to 7 hours per week total. The Energy Manager is responsible for a number of ongoing tasks in addition to specific project work. Primarily, the Energy Manager is responsible to continually measure and monitor the comprehensive energy use at all municipal facilities in the Town of Hamilton. This task allows the Town to measure the performance of completed energy efficiency projects and identify opportunities for future projects. The Energy Manager also serves as a liaison between municipal Departments to facilitate energy projects, and routinely works with the Town Manager, the Finance Director, the Public Works Department, the Facilities Department of the Hamilton Wenham Regional School District (HWRSD) and various other branches of municipal government. Finally, the Energy Manager serves as a primary contact point for state agencies on energy grant programs and other energy initiatives.

The Energy Manager oversaw a number of projects in FY2022. A brief summary of each project is presented under each project heading below.

Land-Based Solar on Capped Landfill

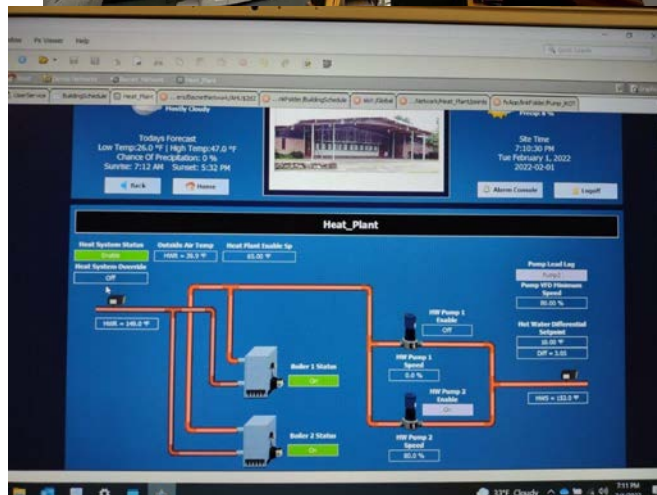
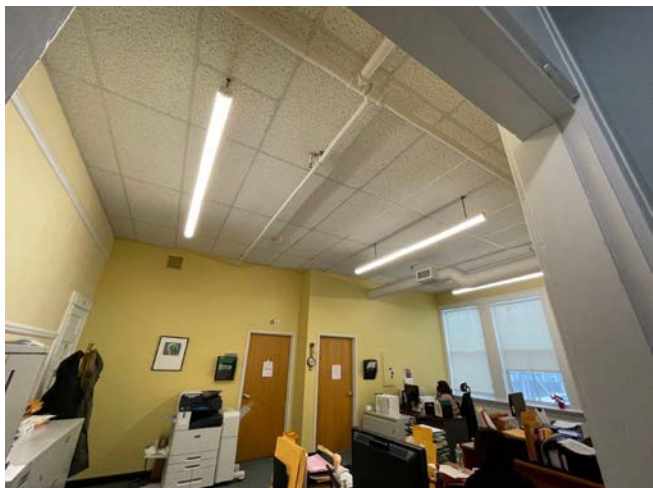
The 0.93 MW land-based solar PV array on the Town's municipal landfill on Chebacco Road was energized in December, 2021 and began generating renewable energy credits in May, 2022. The system is owned and operated by Greenbacker Capital, and the Town is under a 20-year Power Purchase Agreement to purchase all of the electricity that the array produces. The utility, National Grid, then applies credits for every kWh that the array produces to offset the Town's various municipal electricity bills. The power is sold to the Town for \$0.02 less than the value of the National Grid credits. Because the array was online only a partial year in FY22, it generated 137,767 kWh. It is projected to generate 1 MWh in FY23. Savings generated in FY22 were \$2,755. Projected savings to the Town going forward is \$20,000 annually. The Town also collects a PILOT of \$11,141 from Greenbacker Capital annually. The array is on track to cover nearly 100% of the Town's current municipal electricity use.



Green Community Designation and Grants

The Town of Hamilton was one of the first municipalities to be designated as a Green Community by MA DOER in 2010. The Energy Manager maintains the designation by preparing and submitting an Annual Report in November that includes energy tracking for the previous fiscal year for all municipal energy accounts, and presents a strategy for continuing to work towards reducing municipal energy use by 20% from the baseline year. During active grant projects, the Energy Manager prepares and submits quarterly reports to the granting agency, reimbursement requests, and a Final Report to close out the grant. To-date the Town has reduced their municipal energy use by 16% since the baseline year of FY09.

The Town completed two energy efficiency projects in FY22 on behalf of the Hamilton Wenham Regional School District (HWRSD); LED lighting retrofits in the Administration Building and installation of a baseline Energy Management System (EMS) at the Buker School. The Town must include 2/3 of HWRSD's energy use in their Green Communities reporting, so energy efficiency efforts in HWRSD facilities help the Town achieve their Green Communities goals. The HWRSD projects are estimated to save a total of 21,236 kWh in electricity and 12,606 therms of natural gas annually, for a total of \$16,216 annually.



Lighting in HWRSD Admin. Building School

New HVAC Operator Interface at Buker

After completing a grant-funded HVAC Retrocommissioning Study at the Public Safety Building in February 2022, the Energy Manager turned the results of the study into a Green Communities grant application in April, 2022. The Town was awarded \$164,209 in grant funding in August 2022 and is scheduled to begin work in early 2023. The work is warranted due to issues with occupant comfort, excessive energy use at the building, and moisture concerns.

Electric Vehicle Charging Station at Patton Park

The Energy Manager applied for \$86,600 in grant funding for an electric vehicle (EV) DC Fast Charging (DCFC) station in the parking lot of Patton Park along Asbury St. through the Massachusetts Electric Vehicle Incentive Program (MassEVIP) in April 2021. The Town received notice of grant award in May, 2022. The grant funding will be coupled with funding from National Grid and a \$10,000 Town contribution to total the full project amount of nearly \$143,000. The station will be installed in late 2022 and is scheduled to go online in February, 2023.

Solar PV on Municipal Buildings: After the Energy Manager oversaw a grant-funded feasibility study on the solar potential on the roof of the Library / Recreation Center, in 2020 the Town signed a Letter of Intent to partner with Solect Energy to design and install the rooftop PV array. The partnership will be similar to that at the landfill; the Town will enter into a PPA whereby the Town will purchase all of the power generated by the array to offset its municipal energy use. The array is expected to generate 151,953 kWh and save the Town \$3,000 annually. A contract to replace the shingle roof is expected to be executed in early 2022, after which the solar array will be installed.

Solar Design
on Library/Recreation
137.7 kW DC



Competitive Energy Supply

For the seventh year in a row, the Energy Manager has overseen Competitive Energy Supply Agreements for electricity for both the Town of Hamilton and HWRSD. Both the Town of Hamilton and HWRSD use EnerConnex, an energy broker, to conduct a competitive bid process and determine the most advantageous contract term and price of electricity for each entity. The contract term for both entities expired in 2020 so the contracts were re-bid. The Town was successful in locking in a new four-year contract for electricity supply at \$0.08985/kWh, down from the previous contract price of \$0.09870. Both rates are well below the National Grid Basic Service Rate which was \$0.11491 at the close of FY22.

Community Energy Aggregation

The Energy Manager continues to monitor Hamilton's Community Choice Aggregation program; a bulk-buying program for electricity available to all Hamilton residents and businesses. The Town is currently under contract with Constellation through December 2023. Constellation offers a 50% additional renewable energy product in addition to the Basic (0% additional) and 100% Local Green products offered in the last contract. Constellation's rate for residential service is locked in at \$0.11038/kWh as compared to the National Grid rate through April 30, 2022 of \$0.11491/kWh. Hamilton residents saved an average of \$100 on their electric bill in FY22 as a result of this program.

Aggregation Program Summary

Total Eligible Accounts at Program Launch in 2018: 2,569

Total Accounts Enrolled as of June 30, 2022: 2,314

Participation Percentage: **90%**

Program details available at: www.hamiltoncca.com

How do I join or leave program? Opt-in or Opt-out online at www.hamiltoncca.com

Hamilton Wenham Climate Action Team

The Energy Manager was approached by a number of residents in Summer 2021 regarding reassembly of a volunteer citizen's group to focus on climate and energy issues in Hamilton and Wenham. Over the course of FY22, the Energy Manager participated in the group's information-gathering phase by providing details on her work. The citizen's group grew, and presented a Climate Resolution for a

vote at the Spring 2022 Annual Town Meeting. The Resolution asserts commitment from the Town to achieve certain climate goals, including becoming net-zero in their municipal operations by 2040. As a result of the Climate Resolution, the Town will also be forming a Town Committee in FY23 to work with the Energy Manager to take up these issues.

Respectfully Submitted,

Victoria A. Masone, P.E., Energy Manager

AFFORDABLE HOUSING TRUST

The mission of the Affordable Housing Trust is to increase the availability of affordable housing in Hamilton. Approximately six years ago, the Trust embarked on a program to determine sites that might be appropriate for affordable housing, and established a vetting process which permits a straightforward approach to selecting potential locations for development of affordable housing. During the 2022 fiscal year (July 1, 2021-June 30, 2022) the Trust focused on facilitating and monitoring several projects:

59-63 Willow Street:

The HAHT continued to be involved monitoring and funding the project at 58-63 Willow Street. The project is for eighteen (18) market rate and affordable rental units; all eighteen units will be eligible for inclusion in the Town's SHI (subsidized housing inventory). The Trust had approved \$500,000 to this project and the second payment of \$231,260.23 was made in August 2021.

434 Asbury Street:

Essex County Habitat for Humanity acquired the property at 434-436 Asbury Street with plans to build ten (10) affordable units there. These units will be eligible for inclusion in the Town's SHI (subsidized housing inventory). In July 2021, the Trust awarded Habitat for Humanity \$400,000 for the acquisition of the property. In September 2021, the Trust awarded \$57,260 in unused funds from Northshore HOME Consortium to Habitat for Humanity for this project.

General/Organizational:

This fiscal year began with the following membership - Marnie Crouch, serving as chair, and members David Smith, Suzanne Soffa, and Jamie Knudsen as the Select Board representative. Hunter Carroll resigned from the Trust in September as he was moving out of town. In June, Natalie Hildreth was recommended by the HAHT and appointed by Select Board to the Affordable Housing Trust

General/Financials:

At the end of June 2022, the Affordable Housing Trust fund total was \$391,275.20.

BOARD OF HEALTH

The Hamilton Board of Health is responsible for implementing and overseeing the laws, policies and regulations of the Board of Health, the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. Responsibilities of the Board of Health and the Health Department include physical inspections and permitting of septic systems, installers, haulers, Title 5 inspectors, and maintenance professionals, retail food establishments, retail tobacco, public and semi-public swimming pools, recreational camps for children, and keeping of animals/stables. In addition, the Board of Health conducts health clinics, addresses concerns of public nuisance, air quality, water quality, noise control, insect control, beaver, mosquito and pest management, food safety and protection, housing concerns and complaints, Title 5 concerns, and communicable disease reporting. The Health Department is responsible for interpretation, monitoring, compliance and enforcement of the 2013 Food Code, the pool code, the housing code (minimum standards for habitation) and the state sanitary code.

The Board of Health consists of three members serving a three-year term. David Smith serves as Chair and Dr. Giselle Perez and Dr. Jean Ramsey as members. Dennis Palazzo is the health director who conducts all food, pool, housing and recreational camp inspections. The public health nurse position remains vacant until a suitable candidate is on boarded. Rachel Lee holds the position of Regional Public Health Nurse and shared services coordinator. She assists The Town of Hamilton with all health related issues while also serving Wenham, Essex and Rockport. Hayes Demeule is our Animal Control Officer and responsible for the proper keeping of animals, conducting barn, stable and animal inspections. Septic inspections, plan reviews, well permitting and soil samples are the responsibility of Greg Bernard, the town's contracted septic inspector.

2022 has been most challenging for the Health Department. and Board of Health. Through the Spring of 2022, the Board members and Regional Public Health Nurse, understanding the severity and scope of the public health problems caused by the SARS-CoV-2 virus, maintained constant communication and coordination with the state DPH, Town Manager, our counterparts in Wenham, and the Hamilton-Wenham Regional School District Committee and administration to ensure that every part of Town government was acting with the best factual information on Covid-19 to ensure the safety of Town employees and residents. Also, the Board used all social media to constantly inform our residents of the best practices to help minimize the risks of contracting Covid-19 and to answer residents' questions.

Although Covid compliance was and is winding down, our Regional Public Health Nurse was overwhelmed with our legal obligation to follow-up on every positive case of Covid-19 infection, at times having to pursue as many as 60 new cases every week, with each one entailing counseling the affected resident and then contacting all of their close contacts. Assistance of several part-time nurses along with the health dept. admin. Kerrin Nixon helped with Contact Tracing which was required by state law.

When the state DPH made Covid-19 vaccines available under CDC guidelines, Rachel Lee ensured that Hamilton was one of the first communities in the state to institute a vaccine administration program for its residents and employees and organized vaccine clinics at several local venues. She has supervised administration of thousands of doses of vaccines to residents, town employees and first responders.

The Hamilton and Wenham Boards of Health collectively joined together and continually hold both flu and Covid vaccination clinics particularly on Wednesday afternoons at the Senior Center in Hamilton.

When Covid-19 tests became available through the state DPH, the Health Department worked to create testing access for its residents and secured thousands of at home test kits and KN94 masks which were made available to the residents of the town. The Board worked closely with the Council on Aging and the HW

school system to ensure that our seniors and school aged children, our most susceptible populations, had convenient access to testing and vaccines to ensure their wellbeing and safety.

Relocation of the Health Dept.in May of 2022 to the second floor of the Hamilton Senior Center has created more space for an expanding department and afforded increased access to the town's public service departments while being more accessible to the community.

In an effort to streamline food inspections, a unique food safety manual has been created for each of the town's food establishments and frequency of inspection has been established under annex 5 of the 2013 food code. With regard to temporary food establishments, permitting and inspection was conducted at events and festivals within the town and remains ongoing for future events.

Board of Health meetings have been standardized and will be conducted on the second Tuesday of each month at 5pm at the Senior Center.

In partnership with the state's Tobacco Cessation and Prevention Program, enforcement of the tobacco regulation was conducted to maintain compliance with the regulation. Several housing inspections were conducted to ensure compliance with the housing code. The barn book was completed and filed with the state and inspections and complaint follow up is ongoing.

The Northeast Massachusetts Mosquito Control and Wetlands Management District monitors for mosquito-borne diseases in the region. This year virus levels were low although there were three Eastern Equine Encephalitis cases in the region. The Board prefers not to "routinely" spray. Taking personal protective measures and preventing the accumulation of standing water on your property is the best protection against mosquito bites and mosquito-borne diseases.

The following are permits issued by the Health Department in fiscal 2021 – 2022:

Septic Disposal System Construction (New) Plan Review	59
Septic Disposal System Construction (Repair) Plan Review	
Septic Title 5 Inspection Report Review	71
Septic Construction Inspections	
Soil Evaluation Inspections	38
Septic Disposal Installer License	39
Septic Disposal System Hauler License	9
Septic Title 5 Inspector License	9
Septic Operation & Maintenance Provider License	6
Food/Retail Service Permits	35
Temporary Food/Retail Service Permits	42
Seasonal Food Service Permits	4
Keeping of Animal Permits	
Stable/Coop Permits	
Wells Permits	3
Public Swimming Pools Permits	4
Recreational Camps Permits	2
Tobacco Sales Permits	5
Complaints- Housing/Nuisance	8

Cape Ann Veterans Services: Serving the Town of Hamilton Annual Report FY 22

The Town of Hamilton completed its third year as part of the Cape Ann Veterans Service District, joining the communities of Gloucester, Manchester-by-the-Sea, Rockport and, Wenham. July 2022 the district signed a new Inter-municipal Agreement bring the extension of the district agreement for 3 more year until July 2025. Hamilton is home to an estimated 232 Veterans as of October 2022 making up approximately 3% of the total population of 7539 (US Consensus 2021).

Cape Ann Veterans Services participated at the Patton Homestead Military History Day and movie night in July 2022, setting up a booth and providing attendees with information on services and advertisement materials.



Cape Ann Veterans Services was invited in November to the Council on Aging to honor the 100th Birthday of a town Veteran, providing them with an American Flag with their service and name on it, it then flew along Bay Rd., American Legion Post 194 and then given to the Veteran.



Cape Ann Veterans Services visited the Patton Homestead on June 14 to participate in Flag Day, the U.S Army Birthday, and the wedding anniversary of Major General Patton and Joanne Holbrook Patton. The homestead had special displays to honor these special occasions.



Cape Ann Veterans Services was invited to Hamilton-Wenham regional high school to participate as a judge for the students National History Day projects.

Our focus over the past year has been assisting Veterans and their families with applying for MGL Chp. 115 Veterans Benefits, VA Service Connected Claims, burial benefits and Veterans grave markers, and assisting residents with calls and questions about benefits for themselves and/or Veteran family members.

MGL Chapter 115 Veterans benefits are an income based financial program aimed at assisting Veterans and their dependents living under 200% of the Federal Poverty Level following state guidelines of means testing. Financial assistance may include an Ordinary Benefit amount, fuel assistance, or medical liability and copay reimbursement. In 2022 the Town of Hamilton assisted between 3-5 of its residents through this program. Currently the program's budgeted cost is (\$30,000) with 75% of those expenditures being reimbursed to the town by the Commonwealth quarterly.

VA Compensation Claims are a monetary benefit provided to Veterans for injuries which may have occurred or been aggravated during time in service. According to VA statistics as of fall 2022 the Town has (58) Veterans awarded VA Compensation totaling (\$1.3Million) annually, paid directly to the Veteran or widow. Through the Inter-municipal agreement between the communities of the Cape Ann Veterans Service District, the office has access to a paid software system (VetraSpec) where it is able to electronically file and record Veteran claims and information, this has allowed for growing access and information distribution to Veterans of the district.



COUNCIL ON AGING

The Hamilton Council on Aging is a community based social service organization seeking to support the social, mental and health needs of our community's senior population, those aged 60 years old and older. A portion of the funding for the Council on Aging is provided annually through a grant from the Massachusetts Executive Office of Elder Affairs.

The COA runs its programming mostly through the Hamilton Senior Center, located on Bay Road, adjacent to the Public Safety Building and the Winthrop School.

The year 2022 was filled with new beginnings. With the building opening in late 2021 we were able to add more programs and activities for residents who have been primarily homebound from the center for 2 years. Through a partnership with the Hamilton Board of Health and Public Health Nurse, the Senior Center continues to host weekly clinics for those who need Covid boosters or are newly eligible for the vaccine.

2022 brought many ideas to the Center for activities. Our Outreach Worker, Tim Morris, took an active role in filling the calendar with different activities that all residents would enjoy. Our focus was not only on physical, but emotional and social activities as well.

Some of the programs that we were able to start are:

~Mobile Market-by partnering with ACORD Food Pantry we were able to set up a mobile market in the senior center on the 1st and 3rd Monday of every month. Since the conception of the Mobile Market we have serviced over 100 residents. Residents are able to come in anytime on Monday from 12:30pm and 2:30pm and "shop" for groceries at no cost to them.

~Congregate meals/Grab and Go Meals: Our congregate meal site opened two days a week (Wednesday and Thursday), while we still provide a grab and go meal on Tuesday. Throughout the year we had 30 unduplicated residents join us for lunch for a total of 460 meals. Our meal site averages 8 residents on Wednesdays and Thursdays. Anyone is welcome to join!

~Men's Group: In March we started a men's group to help bring out some of the men. This group has been widely successful - often hosting 12 gentleman on the 1st and 3rd Thursdays of the month to discuss anything from hearing aids, to political science, birds, etc. This group is open to all residents that want to come out for a safe place to talk about what is going on.

~Exercise Classes: At the end of 2022 we were offering 3 different exercise classes, which all continue to be successful. We look forward to adding more in the upcoming year.

~Shine Counselor: Our SHINE Counselor stayed very busy this year, helping over 100 residents with open enrollment between October 15th and December 7th.

According to the 2020 US Census the over 60 population of Hamilton residents is 2,020 residents. This past year we reached an unduplicated amount of 375 residents. We look forward to hearing and seeing from more residents as our program expands in the upcoming year.

THE HAMILTON FOUNDATION

Dear Hamilton Neighbor:

Have you heard of The Hamilton Foundation (THF)? If you haven't, it may be that you've had the good fortune of never needing emergency financial assistance. But there are Hamilton residents who experience unexpected emergencies and need immediate and short-term financial support. THF wants all members of our community to be aware that this emergency financial support is available.

THF is a non-profit foundation formed by Hamilton citizens in 2005 to provide financial assistance to Hamilton residents when unexpected emergencies occur. THF provides assistance for such things as: rent, oil, home repairs, mortgage, electricity, food, medical bills, telephone, and gasoline.

While the impact of the virus has diminished, the need for emergency financial assistance continues. As an example, during 2021, the Acord Food Pantry served 3,054 clients from Hamilton with 60 new Hamilton households. So far in 2022, there have been an additional 53 new Hamilton households, the majority being seniors. You may also be surprised there are 163 children or 9.5% of the Hamilton-Wenham Regional School District who receive free or reduced-price lunches.

Since THF was formed, over 420 requests for assistance have been met with payments for overdue bills and gift cards for food; referrals for other assistance are often made as well. Grants provided to Hamilton residents during the past year are shown on the back of this letter. Payments are sent directly to vendors or creditors, and cards for food are available for residents who need them.

If you, or someone you know, need emergency financial assistance, please contact the THF Coordinator, Jane Wetson, at **978-233-1816**. All requests are completely confidential. We invite you to learn more about THF's mission on The Hamilton Foundation page of the Town's website.

Please consider making a donation to The Hamilton Foundation to assist us in serving our citizens in need. A contribution by check made out to **The Hamilton Foundation** can be sent to:

The Hamilton Foundation
c/o Hamilton Town Hall
PO Box 429
Hamilton, MA 01936

Donations may also be made online on the Hamilton Foundation page of the Town website at:

<https://www.hamiltonma.gov/government/hamilton-foundation/>

All THF funding is provided through donations. No tax dollars are used. And 100% of your tax-deductible donation goes directly to helping Hamilton residents. We thank you in advance for your consideration and generosity.

The Hamilton Foundation Board of Directors

Heather Ford, Lori Johnson, Bill Burrridge, and Jill Evers

Hamilton residents helped by THF during the past year

2021	Client Helped	Grant Provided	Purpose of Funds
October	Single man with son	\$1,000	Rent
October	Single Woman	\$1,000	Rent
November	Couple	\$500	Food
December	Couple with Children	\$1,000	Health Insurance
2022			
January	Single woman with disabled child	\$1,000	Oil
January	Single man	\$1,000	Rent
March	Single Woman with two children	\$1,000	Rent
June	Single woman	\$949	Rent and Food
July	Single woman	\$1,000	Rent
July	Single woman with two children	\$750	Taxes
July	Single man	\$800	Rent
September	Multi-generational family	\$520	Food and Target Gift Cards
September	Single woman	\$936	Rent
September	Couple	\$1,162.72	Water and Oil bills
September	Single woman	\$700	Gas
September	Single woman	\$408	Rent
TOTALS	16 Cases*	\$13,725.72	

*Other cases were evaluated, and other help options suggested. Clients only served one time each calendar year.

Neighbors helping Neighbors in times of need

HUMAN RIGHTS COMMISSION

The Human Rights Commission (HRC) is an advisory committee to the Select Board. The purpose of creating the Commission was to affirm that the Town of Hamilton is an inclusive community that has, as one of its core values, the freedom from discrimination, intolerance, disrespect, bigotry, other forms of micro- or macroaggressions, hatred and oppression, and to reaffirm the Town's commitment to upholding and defending the rights of all individuals to enjoy the free and equal exercise of their rights and privileges. The Commission strives to ensure that all persons feel safe in Hamilton and enjoy the equal opportunity to participate in local affairs.

Some areas of focus during 2022:

- Maintain and manage a Confidential Form on the Town's website for residents and visitors to contact the HRC.
- Sponsored the Pride and Juneteenth flag raising ceremonies.

In FY2023, the HRC will continue to provide research to the Select Board, as needed and the Committee looks forward to providing input to the redesign of Patton Park to improve access to all differently abled residents and visitors. The Committee organized a celebration of the 74th anniversary of International Human Rights Day at the Hamilton-Wenham Public Library on December 10, 2022. with other community groups to plan a celebration of the 75th anniversary of International Human Rights Day.

<https://www.hamiltonma.gov/government/human-rights-commission/#:~:text=The%20purpose%20of%20this%20Commission,the%20Town's%20commitment%20to%20upholding>

COMMUNITY PRESERVATION COMMITTEE

In August 2021, the Community Preservation Committee (CPC) hosted their Annual Public Information Meeting in a joint meeting with the Select Board.

In November 2021, the Town received the annual state match from the CPA Trust Fund, distributed by the MA Department of Revenue. The Hamilton 2% surcharge revenue of \$523,025 resulted in a state match of \$216,540 or 43.8%. The total CPA revenues were \$739,565.

The following CPA grants were approved by the CPC and subsequently at Town Meeting:

- A \$150k grant under Open Space and Recreation to The Community House for development of Centennial Square.
- A \$30k grant under Open Space and Recreation to the Hamilton Wenham Recreation Department for the Patton Park Master Plan.

Historical Distribution of CPC Grants (since 2005)

- Total number of grants = 94
- Total dollars in grants = \$12,280,348
- Number of organizations receiving grants = 19
- Number of Town organizations receiving grants = 10 (50%)
- Number of grants received by Town organizations = 64 (68%)
- Total dollars received by Town organizations = \$9,128,836 (74%)

CPC Members

Jay Butler, Chair - at-large

Robert Preston, Vice Chair - at-large

Kim Dietel - at-large

Rick Johanson - at-large

Kirstin Bridier - Historic District Commission Rep.

Sandy Coddington - Conservation Commission Rep.

Richard Boroff - Planning Board Rep.

Michelle Horgan - Housing Authority Rep.

Shawn Farrell - Select Board Rep.

Coordinator - Laurie Wilson

HAMILTON WENHAM CULTURAL COUNCIL

The Hamilton Wenham Cultural Council is part of a grassroots cultural funding network supporting community-based projects in the arts, humanities, and sciences annually. Each year, the council is allocated funding from the Massachusetts Cultural Council. Through a competitive grant process, the Hamilton Wenham Cultural Council awards funds to arts, humanities, and interpretive science projects in our communities. 14 grants were funded in 2022 totaling \$11,222.

RECEIPIENT	AWARDED
Cantemus Chamber Chorus – Missa Gala: A Mass in Celebration of Mother Earth	\$300
Five Ponds Creative Writing Festival	\$300
Hamilton COA – Down River Cruise	\$500
HW Human Rights Coalition – HW Pride Celebration	\$1000
HW Public Library – Read Beyond the Beaten Path: A Summer Reading Performance	\$300
Kendall Inglese – Kamishibai Story & STEM A Monarch Finds Her Home	\$350
Ipswich River Wildlife Sanctuary – Nature in your neighborhood – All about birds	\$250
Tom Jones – Musary International Music Workshop	\$1000
League of Women Voters of HW – 2022 Civics Bee	\$600
Manship Artist Residence – Firefly Watch	\$400
MRMS – Miles River Cooking Club	\$300
The Community House – Stage 284 Season Sponsor 2022	\$2736
The Community House – Sundays in Patton Park – 2022 Concert Series	\$2736
Wenham Museum – Ed the Wizard	\$450
TOTAL	\$11,222

MEMBERS:

Martha Brennan, Wenham (2025)
Susan Choquette, Hamilton (2024)
Lauren Consolazio, Wenham (2024)
Janet Glasser, Wenham (2024)
Emily Hayden, Hamilton (2024)
Charlotte Lidrbauch, Chair, Hamilton (2024)
Lindsey Peabody, Hamilton (2023)
Laura Range, Hamilton (2024)
Dacia Rubel, Wenham (2024)
Sara Holden Searle, Hamilton (2024)
Maribeth Ting, Wenham (2024)

HAMILTON WENHAM PUBLIC LIBRARY

Mission Statement

The Hamilton-Wenham Public Library is a publicly-funded institution dedicated to the common good by serving the informational, educational, cultural, and recreational needs of the community and encouraging its patrons in the lifelong pursuit of learning and personal growth. The library will be responsive to the needs of its diverse users, advocate and support the use of appropriate technology, build an excellent collection, commit itself to the highest ideals of library service and the principles of intellectual freedom, and provide a welcoming meeting place for the community.

2022 Accomplishments

- Reevaluation of Library space and furniture as we welcomed patrons back into the building at full capacity. Created more space for comfortable seating and more table space and access to electricity to plug in laptops and devices.
- Updated the Library website to include all board of trustee minutes for the past three years.
- Implementation of online software to track reference inquiries.
- Restart of the Library volunteer program including new guidelines and best practices and creation of a new Teen volunteer group.
- Implementation of online reservation system to book library meeting rooms.
- Installation of a new shingle roof on the library.
- Celebrated the 20th Anniversary of the joint Hamilton-Wenham Public Library in December.

2023 Goals

- Implement the Library Services and Technology two-year grant – Access for All – which includes funding for: Assistive Technology, Memory Kits, Memory Cafes, and Home Delivery.
- Upgrade Library IT infrastructure including high speed internet, network switches, and a robust wifi network that reaches all areas of the building and the parking lot.
- Replace five public computers in the reference area.
- Develop a long-range preservation plan based on the Preservation Needs Assessment completed by the Northeast Document Conservation Center.
- Develop a strategy and plan to facilitate hybrid programming (in person and virtual).
- Purchase a new 3D printer and create programming for the public to use it.
- Create and implement the Hamilton-Wenham Seed Library.
- Begin planning stages for a new five-year strategic plan.

Personnel Changes

In 2022 the Library had many staff changes with some staff leaving for career changes, some for more time with family, and some for retirement. Karen D'Ambrosio retired in July 2022 after more than 21 years working for the library. We wish her well in her next adventure! Our Head of Technical Services Lewis Parson left his position after four years to attend law school. We also said goodbye to Children's Library Assistant Kathy Lindsay and Reference Assistant Elizabeth Bellucci. We thank them for their years of service and wish them well in their new endeavors.

Leadership

Board of Trustees:

Dorothy Goudie, Chair (2023)
MJ Brown, Vice Chair (2023)
Dede Johnson, Secretary (2024)
Karen Bebergal (2025)
Cara Fauci (2024)
Jane Kusel (2025)

Library Staff:

Kim Butler, Director
Jane Wolff, Assistant Director
Kim Claire, Young Adult Librarian
Lorraine Der, Children's Librarian
Sarah Lauderdale, Head of Reference
Kati Bourque, Head of Technical Services
Dede McManus, Head of Circulation
Lindsay Slater, Adult Services Librarian
Lindley Valcarcel, Reference & Technology

Part-Time Staff:

Josh Lear, Emma Mimmo, Martha Morgan, Alyssa Mostyn, Julie Niemann, Viktoria Paget, Linda Platt, Tori Scholtz, Ella Tran

Partners

The Friends of the Hamilton-Wenham Public Library are a vital and integral partner for the Library. They fund all of our discounted museum passes, special events and programs, staff training, and technology. In 2022 the Friends funded six new museum passes, the fantastic prizes for our summer reading programs, our Peeps Diorama contest, and the annual NaNoWriMo writing contest. Under the leadership of the Friends board, and their chair Denise Bisaillon, they work tirelessly to fundraise to support the Library. New Friends members are always welcome!

None of these things would have been possible without the dedicated staff at Hamilton-Wenham Public Library. Their commitment to meeting the needs of the community is laudable, whether connecting customers with educational resources, job opportunities or simply a book they might enjoy. The Library is a place like no other, a vital civic anchor in the towns of Hamilton and Wenham and we look forward to continuing to work to meet our mission to inspire reading, guide learning and encourage individual exploration.

Respectfully submitted

Kim Butler

Library Director

2022 IN REVIEW



180,053

Total Holdings
(including e-books)



242,444

Total Circulation
(including e-books)

8,458



Total program
attendance
(live & virtual)

The highest
circulation month was
July - 21,245 items
were checked out!

8,228

Library
card
holders



38,275

Inter-library loan
items received



31,688

Inter-library loan
items sent

Most circulated
adult book



Most circulated
kids book



Most circulated
teen book



10,473

Reference
questions
answered



38,568

Total usage
of Library
databases

JOINT BOARD OF LIBRARY TRUSTEES OF HAMILTON AND WENHAM

The Joint Board is responsible for the custody and management of the Library and its services and facilities located at 14 Union Street in Hamilton, and members are active participants in promoting and supporting the mission statement of the Library.

Goals achieved in 2022:

- Advocated for the Library and supported the Library Director during the annual budget process.
- Continued oversight of the Library trusts.
- Attended or maintained a visible presence at Library events and programs.
- Met Library department heads in Trustee meetings as well as receiving monthly reports from the different departments.
- Promoted the joy of reading and the value of lifelong learning.

Goals for 2023:

- Promote the joy of reading and lifelong learning.
- Support the drafting and implementation of the Strategic Plan.
- Oversee the distribution of Trust income.

In 2021 the Library received trust fund income, monetary gifts, State Aid, and grants:

- **Trust Fund Income:** Master's Degree Stipend for staff, Children's Room Aquarium maintenance
- **State Aid Funds:** Staff computers, 20th Anniversary celebration, online summer reading software subscription, Wi-Fi hotspots, server maintenance, cloud backup
- **Gift Funds:** Professional development books for staff collection, collection materials.
- **Capital:** Replacement of shingle roof
- **Hamilton-Wenham Cultural Council Grant:** Read Beyond the Beaten Path: A Summer Reading Performance by Davis Bates (children's program)

2022 saw the Library returning to pre-pandemic full service thanks to the wise scheduling and planning by the Library Director. The Trustees were kept apprised of staff turnover and subsequent hirings as well as the necessary implementation of training schedules. The Library building was improved by replacement of the roof and the installation of solar panels. All in all 2022 was a year of refinement and improvement.

Thank you to Nichole Gray and Judy Bubriski, both of whom left the Board having served two terms. We take this opportunity to thank them for their diligence and service through a universally difficult time. Congratulations to Jane Kusel and Karen Bebergal on their election to the Board in 2022.

Respectfully submitted,

Dorothy Goudie, Chair
MJ Brown, Vice-Chair
Dede Johnson, Secretary
Cara Fauci, Liaison to the Friends
Karen Bebergal
Jane Kusel

HAMILTON WENHAM RECREATION DEPARTMENT

The Hamilton Wenham Recreation Department provides a wide variety of programs designed to improve the quality of life for residents by meeting physical and recreational needs. We promote life long lessons through play, education, and community wide events.

Goals achieved/large projects accomplished during 2022:

- Increased our social media presence to promote programs and better communicate with the public. We now have close to 2,000 followers amongst our platforms
- Successfully streamlined our fiscal management by combining the Pool and Recreation Revolving Fund
- Implemented a Fall Youth Field Hockey League with neighboring towns.
- Over 7,000 total unique registrations, rentals, and memberships, totaling 580k in revenue
- Successfully Integrated a “Trunk or Treat” into our Pumpkin Fest

POOL STATISTICS

Memberships Sold:

Household:	254
Individual:	73
Senior:	20
Caregiver:	12

Pool Attendance:

Total Number of Membership Scans:	5583
Daily Drop-ins	864
Guest Passes	<u>210</u>
Total Visits	6,657*
Totally Days Open	66
Average Attendance	100

Swim Team Registrations:

Team Members: 75

**The pool was closed for 10 days for equipment repair*

SUMMER PARK REGISTRATION:

Total Unique Registrations:	2,214
Campers Per Day	206
Different Campers:	558

Goals and Objectives for 2023:

- Implement recommendations from the Patton Park Master Plan Report
- Improved patron experience at the pool by implementing cashless transactions, WIFI availability, and more shade/seating areas
- Maintain Financial Stability in the Revolving Account
- Increase Programming offers at the Patton Estate

Sean Timmons – Recreation Director

Danielle Kiely- Administrative Assistant

Recreation Board:

Steve Ozahowski, Hamilton – Chair
Reginald Maidment, Hamilton
Brad Tilley, Hamilton

Daniel Curran, Wenham
John Cusolito, Wenham
Len Dolan, Wenham

HISTORIC DISTRICT/HISTORICAL COMMISSION

Members of the Historic District/Historical Commission for fiscal year 2022 included Scott Clements (chair), Elizabeth Wheaton, Kristen Weiss, Mary Green (resident member), Kirstin Bridier, and Olivia Hyde.

The primary mission of the Historic District Commission is to review building plans/alterations for new and existing buildings in order to preserve the historic character of the Historic District that is centered on Bay Road. Owners of property within the District must apply to the Historic District Commission for Certificates of Appropriateness for any new construction or changes to their property that is visible from Bay Road and town ways. The Commission also serves as the town-wide historical commission.

The Commission held seven meetings and completed three regulatory reviews during this year. The Commission reviewed and approved renovations to 625 Bay Road and 560 Bay Road, as well as a new home at 546 Bay Road.

HISTORICAL SOCIETY

The Hamilton Historical Society continues to collect and preserve articles pertaining to the history of our town. We take our mission very seriously and want to share the history with the residents of Hamilton. To this end, we worked diligently during the year.

Our major project was the chronicling of the downtown Hamilton businesses. It was more fun and more work than we had anticipated. We visited each business and photographed the owners and employees in front of the building. Hamilton is lucky to have such a vibrant downtown. Many of the companies have a long history in town and more are new to Hamilton and add to the quality of the area.

Once the photography was done, we planned a major exhibition at the Council on Aging. We had pictures of the current downtown along with many images of past businesses. An Open House was held with many residents attending. It took on the feeling of a reunion with friendships being renewed and memories shared. Covid clinics were being held during the time the pictures were up, so a great number of people were able to enjoy the display. This exhibition would not have been possible without the cooperation of the COA.

As we took down the pictures, we replaced them with “Hamilton in Winter” photographs. They spanned a long history from Ice Houses on Chebacco Lake to the Blizzard of ‘78 to recent storm pictures. As time goes on, we plan more of these exhibitions.

We were invited to participate in the Fall Festival on Railroad Avenue. Free one year memberships brought us many new members. The interest from long-time residents to newcomers was exciting for us. We shared pictures, pamphlets and stories with the attendees.

Our members receive quarterly newsletters, with information on our programs and articles on our history. We are always open to anyone sharing their “Hamilton Memories”. While Hamilton has grown and changed, it is a wonderful place to live.

In March, long time board member Ann St. Germain passed away. Ann was a lifelong resident of Hamilton and volunteered her time to many organizations. She was dedicated to the library and served as a board member. We miss her knowledge of the history of Hamilton and her wonderful smile and sense of humor.

We thank the Town of Hamilton for providing space for us at the Patton Homestead. It is such a beautiful and fitting repository for the history of the town.

Respectfully submitted,

Anne Marie Cullen, President

PATTON HOMESTEAD

Upon starting during the Fall of 2021, the Patton Homestead Director found that the pandemic would still be a challenge to the progress of booking indoor events at the property as well as stifling the on-site co-working community. It was also apparent that people did not know much, if anything, about the property. So to kick off events for the year, an outdoor Winter Open House was held to boost awareness of the site, encourage residents to visit the public property, and to outline how the building was being used; by the Hamilton Historical Society, the Wenham Museum's Patton Family Archive and Incubate Co-Working. The event attracted more than 300 people over the course of the day.

There was a promising level of interest in private events, however, few bookings. The feedback from interested parties, beyond the immediate obstacle of the pandemic, was the lacking basic amenities; the two largest issues were confusion of an event venue without easy to access restrooms, paired alongside excess event fees as per Town requirements. None-the-less, programing was in line to be steady for the 2022 event season at The Patton Homestead. Of 147 event inquiries and bookings from January 2022-June 2022, 114 came to fruition. Of those, the spring included private events such as a birthday party, a wedding, the H-W Dance recital, the H-W Human Rights Coalition's Annual Pride Picnic, and the North Shore Woman of Color Association's Wellness Retreat. The FY22 event season was also quieter than anticipated due to many clients inquiring about dates in the following fiscal year, however, the event season as a whole was full and steady.

The Director determined that despite the regular activity, it was not close to being self-sustaining. By April of 2022, the decision was made to bring more public programming onsite to engage the surrounding community and increase the property's profile as a Town asset; the Town immediately offered public events including the Thursday Night Music Series, which were well received, bringing upwards of 150 guests each week, as weather permitted, over six weeks. Public offerings were again coordinated in Fall of FY23, and planning is in place for Spring of FY23.

A Study Group formed in 2022 to analyze the relative success of the building vs. the projected alternate uses for the site, or releasing it altogether. The group was comprised of a member of the Select Board, a member of the FinCom, the President of Friends of the Patton Homestead (formerly Patton Homestead Inc.,) the Town Manager, the Director of the DPW, the Finance Director and the Patton Homestead Director. After months of discussion and assessment of the FY22 progress and activity, the Study Group presented findings to the Select Board in October of 2022. The Town of Hamilton is pleased to share that, based on the case presented regarding the future of the property, the Select Board voted in favor of 5 more years of support in the effort of forging a suitable use of the Patton Homestead, infusing more cultural events and environmental programs which will be accessible to all.

Some notable improvements during FY22 include increased accessibility to the large gravel parking lot from the house with the addition of a gravel path, installed by the DPW along Asbury Street. The addition of hardwired lighting for the flagpole and restoring electricity to existing lampposts with thanks to the DPW, and paid for by revenue raised by way of existing users and by booking of large private events.

For future programming, the Town representative would be focusing more time toward the grounds use, and coordinating a multitude of new programs including FPH coordinated Veteran Wellness Programs funded by a 2022 awarded ECCF grant, environmental education in partnership with the H-W Recreation Department, public cultural events, alongside private events. Increased collaboration with the Recreation Department in FY23 will introduce new programing to Patton Homestead, viewing it more like a Public Park, and make the location more accessible to book through the Recreation Department online registration system.

The Wenham Museum will still conduct tours of the Archive in the coming year, and the Historical Society will still operate out of the Homestead. Additionally, the building will offer continued use to Incubate Co-working for FY23.

Hamilton-Wenham Regional School District 2022 Annual Report

This year we have a new mission, vision and set of core values:

New Mission: Together we inspire continuous learning in order to lead a purposeful life.

New Vision: Engage the future with creativity and confidence.

New Core Values: Passion for Learning, Belonging, Inclusivity, and Curiosity, Partnership, and Integrity.

Goals Achieved in 2022

2022 continues to be a challenge due to issues still related to the pandemic. Along with noticeable learning loss, there was an increase in student dysregulation. We continue to make appropriate curriculum improvements to help our students to regain traction with the goals of bringing students to proper grade levels of learning.

Here were several notable accomplishments:

- The district was invited into Module 1 of the school building process for the Cutler School by the Massachusetts School Building Authority (MSBA).
- A district-wide Portrait of a Graduate was completed by a committee of over 40 people.
- A continued focus on curriculum, assessment, and instructional leadership at the elementary levels designed to address early literacy.
- Professional development provided for all elementary teachers on the science of reading.
- Adoption of grant-funded K-5 comprehensive literacy curriculum.
- Professional development provided for all secondary teachers in the area of inclusive practices.
- Completed the HS Accreditation work and received the final report from the Accrediting agency, NEAS&C.
- Creation of Diversity, Equity, Inclusion, and Belonging Advisory Committee, providing professional development for all staff.

Goals and Objectives for 2023

Goal 1: Build District Vision and Strategic Plan

Starting in the summer of 2022, with the support of Teaching & Learning Associates (TLA), the Superintendent, School Committee, and the District Leadership team will actively engage the community in a strategic planning process to be completed by December 2022 that will help to develop our core values, vision and inform the next three to five years. District shall collaborate with both the towns of Hamilton and Wenham to plan significant capital investments effectively.

Goal 2: Improve Teaching and Learning: Build MTSS Structures

The district will create an intentional and sustainable Multi-Tiered System of Support MTSS to ensure that our students' academic and social-emotional needs are met by enrolling all staff members in a 3-year DESE Academy on Inclusive Instruction through Universal Design for Learning (UDL).

Goal 2A: Elementary

By the end of the 2022-23 school year, the Hamilton-Wenham Regional School District will build a math and strengthen a reading Multi-Tiered System of Support (MTSS) across all three elementary schools that targets learning outcomes at the elementary level.

Goal 2B: MRMS

By the end of the 2022-23 school year, the Miles River Middle School will implement a data process to review student progress in sixth grade in order to continue building a MTSS for the secondary level.

Goal 2C: HWRHS

By the end of the 2022-23 school year, HWRHS will implement a data process to review student progress in 9th and 10th grade in order to support and continue building a MTSS for the secondary level.

Goal 3: Commit to Diversity, Equity, Inclusion, Belonging (DEIB) practices

Hamilton-Wenham Regional School District will meet the evolving and varied needs of all of our students and school community members in a manner that respects and values each individual, and:

- recognizes, acknowledges, and celebrates the presence of differences in all community members;
- promotes justice, impartiality, and fairness;
- welcomes and invites diversity in decision-making processes and developing opportunities for our community

Goal 4: Improving Learning Environments

Students in the Hamilton-Wenham Regional School District will have access to learning environments that are safe, clean and sustainable. District learning environments shall be a source of civic pride for the entire community. The District shall collaborate with both the towns of Hamilton and Wenham to plan significant capital investments effectively.

Significant Statistics in 2022:

The HWRSD currently serves 1,708 students mainly in grades PreK-12. 46 of these students are served out-of-district, 73 students are School Choice-In and 19 are tuition-in Pre-K students.

The HWRSD staff comprises approximately 313 Full-Time Equivalent (FTE) Positions. Professional Teaching Staff, 190 total, make up 61% of these FTEs. Teaching assistants, 63 total, make up 20% of these FTEs. The remaining 60 positions are distributed among administrators, administrative assistants, LPNs, tutors, crossing guards, lunch monitors, and custodial/maintenance functions.

The FY23 Total Expenditures Budget was approved by both Hamilton and Wenham Town Meeting for the amount of \$43,431,082. The FY24 budget request will be presented in detail on the HWRSD Website: www.hwschools.net.

The HWRSD would like to recognize the retirements of the following employees:

We thank them for their many years of service to the HWRSD!

Melissa Andrichak	Winthrop Elementary School Teacher	2005 - 2022
Melissa Graham	Cutler Elementary School Teacher	2006 - 2022
Kevan Sano-O'Brien	Miles River Middle School Foreign Language Teacher	1991 - 2022
Joan Santarelli	Cutler Elementary School Teaching Assistant	1999 - 2022
Chris Petrou	Buker Elementary School Secretary	1999 - 2022
Elizabeth Lovell	Miles River Middle School Assistant Principal	2014 - 2022
Rebecca Oliveira	Buker Elementary School Teacher	1989 - 2022
Susan Galluzzo	Miles River Middle School Science Teacher	1990 - 2022
Robert Marshall	Cutler Elementary School Custodian	2005 - 2022

School Committee Members and Staff 2022:

School Committee Members:

Dana Allara, Chair
Anna Siedzik, Vice Chair
Amy Kunberger, Secretary
Julia Campbell, Assistant Secretary
David Polito
David Frenkel
Jennifer Carr

Central Office Administration:

Eric Tracy, Superintendent
Vincent Leone, Assistant Superintendent of Finance & Administration
Jennifer Clifford, Director of Teaching and Learning
Thomas F. Geary III, Director of Facilities, Maintenance & Operations
Stacy Bucyk, Director of Student Services

HAMILTON

Heidi T. Riccio, Ed.D., Superintendent-Director
William C. Lannon III, Representative

Essex North Shore Agricultural and Technical School (ENSATS) is Massachusetts' premier regional technical and agricultural high school, serving 17 member communities on the North Shore and 35 surrounding communities. Our mission is to create a culture of excellence, encourage continuous growth, and promote professionalism and citizenship for all students, as they develop into architects, artisans, and authors of the 21st century community.

Twenty-four career, technical, and agricultural programs are available to students from member communities whereas students from surrounding communities select from seven agricultural areas. Enrollment at ENSATS is 1,694 for the 2022-2023 school year. We espouse the development of student qualities, ensuring that all of our graduates are future-ready. Our goal is for students to be collaborative, culturally proficient, entrepreneurial, kind, perseverant and responsible.



ENSATS *at a glance*

*As of October 19, 2022
18 Total Hamilton
Student Population*

Grade	9 – 6
Grade	10 – 5
Grade	11 – 5
Grade	12 – 2

Future Dental Hygienist, Brooke Sargent, Grade 10 from Hamilton

Our school was designed for 1,500 students and is currently organized into five program clusters:

Agricultural Programs: Arboriculture, Companion Animals, Equine Science, Landscape & Turf Management, Natural & Environmental Sciences, Sustainable Horticulture, Veterinary Science

Construction Related Programs: Carpentry, Construction Craft Laborers, Electrical, HVAC/Refrigeration, Masonry & Tile Setting, Plumbing

Health Services Programs: Biotechnology, Dental Assisting, Health Assisting

Manufacturing, Engineering, and Technology Programs: Advanced Manufacturing, Design & Media Communications, Engineering & Automation Technology, Information Technology Services

Service Programs: Automotive Collision Repair & Refinishing, Automotive Technology, Cosmetology, Culinary Arts & Hospitality

CREATE.

ENCOURAGE.

PROMOTE.

DEVELOP.

We create opportunities for students throughout our region to have access to high quality career technical and agricultural education. Partnering with our districts, we have enrolled 60 additional students in our CTAE After Dark Partnership Program into high demand career areas as a model for Governor Baker's Career Technical Initiative. Participating students are from Beverly, Gloucester, Marblehead, and Swampscott. This year, we added Health Assisting as an additional program for our CTAE After Dark Partnership students. The CTAE After Dark Partnership Program is workforce based, developed to meet the needs of our local and regional labor markets.

Our Cooperative Education Program places upperclassmen in positions where they work among professionals in their field. These opportunities often lead to full-time employment upon graduation as we continue to work with our industry leaders to meet the needs of the current workforce and strengthen the economic pathways for our students. There is currently 1 student from Hamilton participating in our Cooperative Education Program. Our graduates enter the workforce with industry recognized credentials and hours toward professional licensure, which gives them an advantage and adds to future work readiness. Business, industry, and labor representatives serve on our Program Advisory Committees to ensure that we meet all industry standards.

Over 70% of our students enroll in post-secondary apprenticeship programs or college, with many having earned articulated college credit. The remaining 30% enter the workforce or military upon graduation.

Several of our programs offer valued services to the residents of our communities, including the Maple Street Bistro and Café, Salon 565, Pet Grooming, Automotive and Auto Collision Repair, and Blooming Designs & More. Angell at Essex provides veterinary services on our campus.

Our CTAE students participate in community outreach projects within our 17 district communities. These projects are for local municipalities and non-profit organizations.

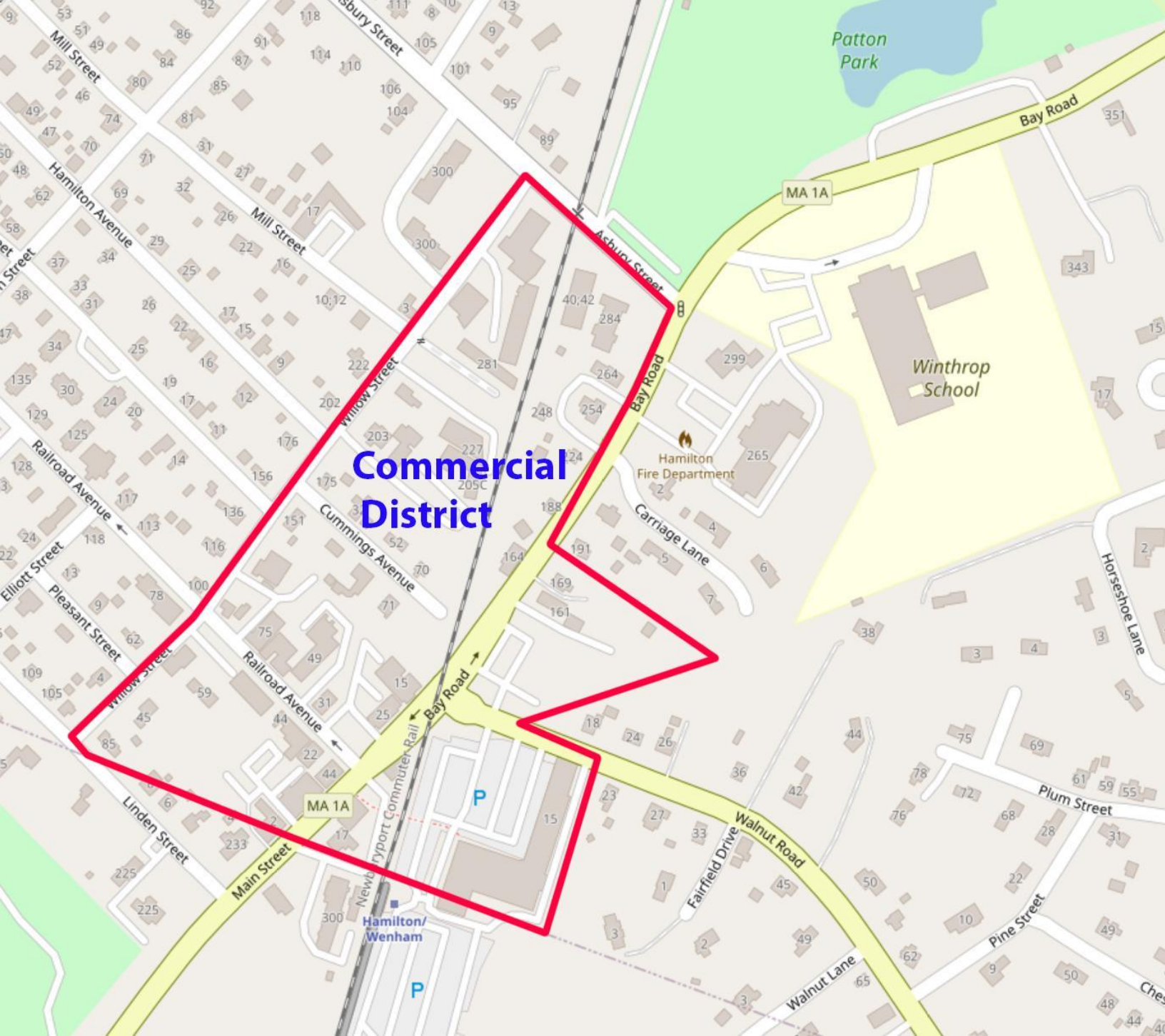
Essex Tech provides students with extracurricular activities including MIAA competitive sports, intramural athletics, and various clubs and service groups, including SkillsUSA, FFA, and DECA organizations that encourage students to explore and develop additional employability skills across their career and technical disciplines.

We are currently seeking approval for two new Chapter 74 Programs, to include Marketing & Business Technology and Early Education and Care, for SY24. These programs will create more opportunities for our students and meet the needs of our current workforce.

From SY22 to SY23 we have received over \$10M in grant funding to increase educational opportunities for our students, secure capital equipment, provide student support, and expand and improve CTAE programs.

Our local legislators have met with us to discuss possible state funding for roof and stair repairs for Smith Hall, a renovation of Gallant Hall to house three expanded CTAE Programs, support the recently expanded Animal Science Program and install a new HVAC system, and a main campus cafeteria atrium project to expand seats. The construction of the Larkin Cottage continues to move forward with roof trusses, donated roof and side shingles and new full service kitchen equipment.





2022 Annual Report

Hamilton Development Corporation

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Purpose

The Hamilton Development Corporation (HDC) was founded in 2012 when town meeting voted to petition the state legislature to create a public non-profit to promote economic development of the town’s commercial district. The state legislature supported the request and the enabling legislation gave the HDC specific authority to purchase, own, operate, lease property and expend funds within the commercial district to promote the economic vitality of the district. The legislative act empowers the HDC to:

- Maximize economic benefit to the town, which cannot be fully realized by the ordinary operations of private enterprise
- Leverage private investments and sources of public revenue; to retain existing enterprises, and *attract new commercial, industrial or residential development,*
- Redevelop, rehabilitate, or rebuild unused, underused and undeveloped areas for commercial, industrial, residential, institutional and public facility purposes *for which public funds may be expended for the good and welfare of the town and the commonwealth.*

Public Input

Public participation is strongly encouraged with the HDC holding open public meetings in Town Hall on the 1st Wednesday of every month. All agendas are posted in compliance with Open Meeting Laws. Meeting minutes are promptly reviewed/approved by the HDC and posted on the Town’s website. The HDC solicits input from the community and some members serve on other Town boards/committees to foster further communication and planning. The 2022 members of the HDC are Rick Mitchell, chair; Brian Stein, vice-chair; Scott Maddern, treasurer, and board members Angela Arvanites, Chad Smith, and, Anthony, Passaretti associate.

Accomplishments

The HDC has accomplished the following since our last annual report:

- Created new strategic plan reserving funds for Commercial District Grants, Railroad Ave to Willow St. Improvements, and Asbury Street to Willow Street Improvements,
- Developed grant program for new & existing local merchants to promote their businesses,
- Funded the fall 2022 downtown festival promoting local businesses,
- Contributed funds for refurbishing the public space in front of the Community House,
- Continued funding seasonal flower baskets and holiday wreaths throughout the business district,
- For 10th consecutive year received Town Meeting approval for the Meals Tax to support the HDC.

Planned 2023 Projects

- Work with the Select Board, Town Manager, and DPW director and provide funding for engineering required to apply for MassWorks grant for roadway, sidewalk, and pedestrian safety improvements within the commercial district,
- Create plan for redevelopment of green space at the corner of Bay Road and Railroad Ave into public pocket park,
- Work with the town to improve signage and wayfinding in the commercial district,
- Assist town with implementing recommendations of downtown parking study.

Potential Projects Under Consideration

- Hansberry's/Dodge Tree property reuse
- Welch Lampson property reuse
- Winthrop School property reuse



Honorable Select Board
Town of Hamilton, Massachusetts

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Town of Hamilton, Massachusetts (Town) as of and for the year ended June 30, 2022, and have issued our report thereon dated February 1, 2023. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings or issues

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements.

As described in Note 1, the Town changed accounting policies related to lease receivables by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 87, *Leases*, in fiscal year 2022.

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Management's estimate of depreciation expense is based on the estimated useful lives of capital assets, which are based on history and industry standards. We evaluated the methods used in determining the useful lives in determining they are reasonable in relation to the financial statements taken as a whole.
- Management's estimate of the Total OPEB Liability is based on a certified actuarial valuation, which contains multiple assumptions regarding mortality, retirement, discount rate, healthcare/medical cost trend rate, and the inflation rate. We evaluated the key factors and assumptions used to develop the Total OPEB Liability in determining that it is reasonable in relation to the financial statements taken as a whole.

- Management's estimate of the Net Pension Liability is based on an audit of the Essex Regional Retirement System. The Net Pension Liability, among other things, was based on a certified actuarial valuation, which contains multiple assumptions regarding mortality, retirement, etc. We evaluated the key factors and assumptions used as part of the actuarial valuation in determining that they are reasonable in relation to the financial statements taken as a whole. We have also evaluated the audit report, including the Schedule of Employer Allocations and Schedule of Pension Amounts by Employer in determining that they are reasonable and consistent with GASB Statement No. 68.

Financial statement disclosures

The financial statement disclosures are neutral, consistent, and clear.

Significant unusual transactions

We identified no significant unusual transactions.

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Uncorrected misstatements or the matters underlying uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even if management has concluded that the uncorrected misstatements are immaterial to the financial statements under audit.

Corrected misstatements

The attached schedule summarizes all adjustments and misstatements (material and immaterial), detected as a result of audit procedures, that were required to convert the Town's cash basis trial balance to a financial statement presented in accordance with governmental GAAP. Management has accepted responsibility for such adjustments in its February 1, 2023 management representation letter.

Disagreements with management

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the management representation letter dated February 1, 2023.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Other audit findings or issues

We have provided a separate communication to you dated February 1, 2023, communicating internal control related matters identified during the audit.

Audits of group financial statements

We noted no matters related to the group audit that we consider to be significant to the responsibilities of those charged with governance of the group.

Required supplementary information

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

* * *

This communication is intended solely for the information and use of the Select Board and management of the Town and is not intended to be, and should not be, used by anyone other than these specified parties.



CliftonLarsonAllen LLP

Boston, Massachusetts
February 1, 2023