

Town of Hampton



*Department of Resources and
Economic Development*



**Hampton Beach Area Commission
100 Winnacunnet Road
Hampton, New Hampshire 03842**

**Town Hall – Selectmen’s Meeting Room
Monthly Meeting –October 23, 2014
7:00 PM**

DRAFT MINUTES

In Attendance:

John Nyhan, Chairman, Town of Hampton
Fran McMahon, Rockingham Planning Commission
Bob Preston, Hampton Chamber of Commerce
Bill Watson, Vice Chairman-NH Department of Transportation
Michael Housman, Operations Supervisor, DRED (Seacoast
Parks/Recreation)
Rich Reniere, Hampton Beach Village District
Chuck Rage, Hampton Beach Village District
Dean. Merrill, Citizen at Large
Rick Griffin, Hampton Representative

Excused: 0

Absent: 0

Other: William Rose, Project Manager, NH DOT
Gordon Leedy – VHB Consultants
Robin Boursa, - VHB Consultants
Jason Bachand, Town Planner
Anne Marchand, Secretary

Call to Order: The meeting was called to order at 7:00 p.m.

Introduction of Commissioners.

Public Comment related to Agenda Items:

1. Commissioner Preston introduced Paul Morin, past National Commander of the American Legion, who lives at 6 N Street in Hampton. Mr. Morin stated he would like to comment on the WiFi Legislation that was sent to DRED and presented by Mr. Housman at the September HBAC Meeting. Mr. Morin would like to form a committee consisting of HBAC, HBVD, DRED, Chamber of Commerce, etc., to look at the options. There is a need, he stated, for public WiFi and a lot of good can come from having it available at the beach. People can take advantage of advertising, and finding out about what is available, parking; and, advertising revenue could be a way to pay for the service. He commented that an antenna could be put on the Seashell flagpole, as he has seen in other places

Further there would be benefits, including safety issues as well as good promotion for the beach. Hampton Beach, he said, would be the only beach in New England with WiFi.

2. Charlie Preston said he is asking for active support for ideas to help high school and college students have available low-cost/no-cost parking while working at the beach businesses. He suggested incentives for the students to earn the spaces; i.e. academics, sports, etc. He also stated there would be little or no cost to the tax payers. Further, Ashworth Square has dead corners and a scooter/moped free parking area could be at one of the corners. He also suggested bike racks with locking areas. Further, he recommended a bus stop at Brown and Nashua Avenues. He also recommended having designated spaces for students at the new pump station lot.

With respect to town lots and precinct lot, he said the HBAC needs to support the worker-parking issues. He provided the Commission with revenue figures from the Town of Hampton Ashworth lot for 2014 as \$345,000 with 300 spaces which comes out to \$1150 per space. The Precinct Lot took in \$140,000 with 85 spaces, @ \$1647 per space. He suggested looking at the operational costs. The Church Street lot took in \$80,000 for an average of \$290. per space. People, he said, are discovering other lots; i.e. Island Path which took in \$92,000. The parking issues are going in the right direction, and the Town needs to look at parking all over the Town.

With regard to transportation, he suggested considering an intersection at the State Park and noted that the entrance to the CPA lot is bad, given two vehicles cannot be past each other. He also had a suggestion for the entrance to the Ocean Wok parking, stating that the barrier at the sound end should be moved in 10 feet for sight lines without lose spaces.

Mr. Nyhan thanked Mr Preston for his comprehensive study, nothing this is an important area for further HBAC review. Casino parking was also mentioned.

Mr. Reniere asked about the costs associated with bike racks, etc., and Mr. Preston stated that costs would be for bike racks, locks, and space stripes.

APPOINTMENTS. No appointments this evening.

REVIEW AND APPROVAL OF MINUTES.

MOTION: It was moved by Mr. Rage to accept the Minutes of the September 25, 2014 Meeting as presented.

SECOND: Mr. Merrill

VOTE: 8 in favor, 1 Abstain (Mr. Griffin)

MOTION PASSED

CHAIRMAN'S REPORT:

1. Meeting request – Sal Lupoli. Mr. Nyhan reported the meeting with Mr. Lupoli has been delayed and will be rescheduled.
2. Meeting request – TEC Engineering – Mr. Nyhan reported that TEC will be meeting with the Commission in November. It is expected the HBAC will gain an understanding of who they are and what they do. Further, would they want to consider a public/private partnership in that they may help the HBAC with conceptual issues. Further, would they consider in-kind projects which may lead to future business for their company.
3. Meeting request – Port Authority. Speaking to the Master Plan Review, Mr. Nyhan reported a representative will be invited to attend the November meeting to speak on their aspect of the Master Plan Section which references the whole Port Authority area. Discussions, he noted, have not taken place on that Section. Also, discussion on what else is needed; i.e. a crosswalk.
4. Request – Round Table Discussion – Ocean Blvd – State and Local. Mr. Nyhan is recommending a discussion with the State, Town, Village District, HBAC, and the business community to talk about Ocean Boulevard. This item needs to be brought to the table and discussed. Approvals have to be local before looking for Federal funding. It would be appropriate for the HBAC to facilitate a meeting in January to come to some type of consensus on the direction of the Ocean Boulevard issues. He stated that the Town and State should be encouraged to compromise and walk out of the meeting knowing something has been resolved, one way or another.

Mr. McMahon stated that Ocean Boulevard projects need agreement regarding sidewalks and the longer one waits, opportunities will be missed and there will be more problems. He noted more and more projects on the Boulevard are going before the Planning Board.

5. **Commissioner appointments – Letters to Town/Organizations**

Mr. Nyhan reported that letters have been sent to the Board of Selectmen, Chamber of Commerce, and Village District regarding reappointments of HBAC Commissioners.

Those due for reappointment and who have indicated their interest in continuing on the Commission are:

Rick Griffin, Hampton Representative;
Chuck Rage, Hampton Beach Village District; and,
Bob Preston, Hampton Chamber of Commerce.

TREASURER'S REPORT – Mr. Housman. Mr. Housman reported there is no change from October, with the balance remaining at **\$18,777.75.**

Mr. Housman reported metering will be finished by 10/31/14 and there will be a Hampton DRED meeting at the Seashell on Saturday, November 11, 2014. The Staff will be available to talk with residents. And, the wall work is ongoing and the crew will work as long as they can, depending on weather. Nine sections are complete. The work will shut down and resume in March for anticipated June completion.

Mr. Housman will report on meter revenue in November.

MOTION: Mr. Rage moved to accept the Treasurer's Report as submitted

ECOND: Mr. Griffin

VOTE: 9 in favor
OLD BUSINESS

MOTION PASSED

1. Transportation Grant Update – William Rose – Project Manager, NHDOT

Mr. Rose reported on the project progress noting that the contract has been approved with VHB; however, there are still some details to be worked through. Task Order #1 is currently being worked on. Mr. Rose introduced Gordon Leedy, VHB Project Manager and Robin Boursa, Director of VHB Transportation Systems Group (Traffic). Mr. Leedy said he is pleased to have been selected to work with the Commission and Town to advance the project. He stated he was involved with the Beach Redevelopment project which turned out successfully. He is glad to be back in Hampton to move the community forward.

Mr. Leedy stated this is a long process. He reported that the contract with the State is secure and VHB is currently defining the scope and financial arrangement for Task Force I. Traffic data has been collected from August 9, 2014, and it is expected the next six months will be spent doing inventory, data collection for existing conditions. There is a limited window for public outreach, which would start around Memorial Day 2015. They will listen to what people have to say about the issues confronting the beach. Hopefully, this would be finished by Labor Day. They want to do this part of the process while people are around who have meaningful input. Mr. Rose noted that details are being negotiated.

Questions from the HBAC were invited.

Mr. Griffin asked how long this part of the project would take.

Mr. Leedy stated that public outreach is critical to the success of the plan. There is a limited window to gather information, so it will probably seem that not much is happening. This gives VHB, from now through May, an excellent opportunity to measure and have a good understanding of what is taking place. The summer will be intensive following up on the activity of drafting the Master Plan documents. The Plan could be adopted by the HBAC by the end of 2015. A close look at priorities that come out of the implementation of the plan will allow for advance to get into the 10-year plan.

Mr. McMahon and Mr. Preston spoke of the earlier parking study by Rockingham Counsel, stating that this information should be shared with VHB. Mr. Leedy stated that they are looking at that data.

Mr. Reniere asked when the plans will be brought forth to the public.

Mr. Leedy stated that this revolves around the beach calendar as wide participation is needed. It is anticipated there would be three public workshop sessions after Memorial Day. There will also be a robust Web Site, Face Book, and Social Media. *Mind Mixer* will work as a survey tool for public input. Mr. Leedy said VHB will work with the Chamber and other groups, taking in as many directions as possible.

Mr. Nyhan stated the BHAC wants to get involved in the next few years, taking a look at other things to improve while continuing on with the recommendations of the Master Plan. He asked if this has been a typical time line on past projects.

Mr. Leedy stated that this is typical; however, every community is unique. Beach areas are different in that they are highly seasonal. The community should be involved and active when people are around. It is very typical for a 9-12 month period for planning issues.

Mr. Rage stated that businesses are so busy in the summer, no one has time to give or be involved, and he suggested involvement while waiting for next season to arrive. Mr. Leedy stated that part of the process is identifying stakeholders and property owners. Some people are easier to meet with at different times.

Mr. Rose stated there are two different time lines and 18 months has been built in for Task I. There have been delays in federal and state rules, he noted. Further that 18 months is realistic. He also noted there is not a contract in place to actually pay VHB and his department is providing a service by managing the contract and getting things moving.

Mr. Nyhan questioned where we are and the time line for getting everyone in on Task I. Mr. Rose said that is weeks away and need everything in place. Mr. Nyhan also asked when the Commission will have the opportunity to take a look at Task I. Mr. Rose said it may be possible by the November meeting. Further, Mr. Rose stated that the HBAC will have a flow chart available to them.

Mr. Rose said they are trying to get as much data as needed during the summer of 2014 and worked with Rockingham Counsel to get the data. The traffic between Ashworth Ave. and Ocean Boulevard was gathered this past summer. The intent is for the real work to be occurring by the time next summer comes. He also stated the traffic study was provided to VHB who will be doing the analysis.

With regard to the in-kind, Mr. Nyhan stated that out of the \$300,000 Grant, \$75,000 is in-kind or a local match. He stated he knew some of the \$75,000 would have to be in cash, and the HBAC knew this when signing off. He noted the traffic study cost \$8000 which is coming out of the \$300,000 and the local match has to be cash vs time.

Mr. Rose asked, so as not to allow for further delays, that the HBAC vote on providing a portion of the match so the bill of \$8000 can move forward and DOT can move on from there.

Mr. Watson stated that permission has not been received to use in-kind funds as yet and requested the HBAC provide the NHDOT with the sum of \$2000 in that the in-kind funds are not yet permitted.

MOTION: Mr. Griffin moved to provide the amount of \$2000 to NHDOT as part of the total match.

SECOND: Mr Preston

VOTE: 8 in Favor, 1 Abstain (Mr. Watson)

MOTION PASSED

Mr. Rose stated that the new staff is working through the in-kind process, for the amount of \$100,000 noting the match may be over a two year period. He also stated that when the plan was put together he was working on a four year period. That was well in excess of what is required. He also noted he is trying to anticipate where issues are going to arise. Mr. Rose pointed out that Page 1 of Hampton Beach Area Master Plan Match Plan provides a summary for the match.

Mr. Rose stated that reports are due quarterly, and if targets are not hit within the three months, a report will have to be provided. He also stated the 10/23/14 Master Plan Match Plan was submitted to Federal Highways on October 6, 2014. Mr. Nyhan questioned when a response will be received, and Mr. Watson noted there are large issues with Federal Highway and the Financial Manager which creates an awkward situation for Mr. Rose. Mr. Rose stated there is a commitment and goal to get the Match Plan through within two weeks

Mr. Nyhan noted that some time has been lost; and, once approved, the clock starts ticking on everyone's time, in-kind.

MOTION: Mr. Griffin moved to accept the Hampton Beach Area Master Plan – Match Plan - 10/23/14 version, in the amount of \$73,000.00.

SECOND: Mr. McMahan

VOTE: 8 In favor, 1 Abstain (Mr. Watson)

MOTION PASSED.

Mr. Nyhan requested a copy of the \$8000 study and a report at the November meeting.
Mr. Watson noted that the collection of data is work that had to happen; however, has not yet been processed.

2. Two business requests – Feasibility Studies:

a. Remote Employee Parking – Summer, 2015

Commission Action Plan: Mr. Nyhan recommended surveying the business community at the beach to determine if they would support trying to find off beach parking for employees. Some business people feel a solution is needed. The first step would be to have this survey through the Village District and Chamber, and if no additional feedback, move forward. The issue requires more input and cooperation before moving forward.

Mr. Preston stated that Island Park is underutilized, and Mr. Rage stated the employee parking is a big concern. Mr. Griffin commented on the piece of property on Island Park, noting that the neighbors have fought against utilizing this property as, first a Town dump, and efforts of the Conservation Commission to build a “walk”. This is a contentious spot, he stated; however, a perfect spot for a things to be done. It was noted that this could be a destination and improvement to the neighborhood.

b. Restricting Class 2 License vehicles to deliveries no later than 10 a.m. every morning.

Commission Action Plan: Mr. Bachand reported there is nothing in the Zoning Ordinance which relates to delivery hours; however, he referred to the Town Code, Sections 805-17 and 805-18 which deals with loading zones, hours, etc. Basically, he stated, there is a precedent to restrict hours and suggested an amendment to the Code. Mr. Nyhan stated that an Amendment to the Town Code would require going through the Board of Selectmen.

Mr. Rage stated he has spoken with people on the beach and they are up in arms as they need to have emergency deliveries. Further, people do not see this as an issue; and, while trying to help a few, are hurting others. Mr. Griffin stated that trucks are going up and down Ocean Boulevard all the time, even in the winter. Mr. Merrill noted that when the parking lot regulations were changed, all were incorporated which came through the Selectmen.

Mr Nyhan stated it may be appropriate to send a letter to the Chamber and Village District to survey the business community and determine if they would like to pursue further. It is indicated that this may not be a significant problem, given recent feedback from the Village District and HBAC.

3. Other Old Business

Mr. Nyhan recommended talking about WiFi for the beach in an upcoming meeting, during an Appointments Agenda item in order to get feedback and thoughts on the WiFi. Some feel there is merit. Mr. Merrill suggested doing a study of another beach which has WiFi capability. If revenue were realized, this would bring the cost down.

NEW BUSINESS:

1. Other New Business - No other new business this evening.

ADJOURNMENT:

Motion: Mr. Preston moved to adjourn the meeting at 8:29 p.m.

Second: Mr. Rage

Vote: 9 in favor, 0 opposed

MOTION PASSED

THE NEXT HBAC MEETING WILL BE HELD ON NOVEMBER 20, 2014 – Beach Fire Station.

Respectfully Submitted: Anne Marchand, Secretary