

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

PRESENT: Tracy Emerick, Chair
Fran McMahon, Vice Chair
Anne (Tocky) Bialobrzewski, Clerk
Ann Carnaby
Alex Loiseau
Keith Lessard
James Waddell, Selectman Member
Jason Bachand, Town Planner
Laurie Olivier, Office Manager/Planning

ABSENT:

I. CALL TO ORDER

Due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic, and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, in order to properly ensure the safety of the public and that of several of the Board members who are within the CDC guidelines needing to take special precautions, this body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, Chairman Emerick is confirming that the Planning Board are: Utilizing a teleconference service for this electronic Meeting. The Public may join the teleconference by calling 1-857-444-0744 and using the code 156034. If anyone has a problem, please call 603-929-5805.

Mr. Emerick commenced the meeting by reading the above criteria and introducing the Planning Board members.

Attendance was taken, and it was stated who was in the room. Planning Board members, Ann Carnaby and Office Manager, Laurie Olivier, were home; no one was present with them. All other Board members and Town Planner, Jason Bachand were present in the Selectmen's Meeting Room. It was noted that all votes will be taken by roll call.

II. ELECTION OF OFFICERS

Mr. Emerick wished to proceed with the Election of Officers.

MOTION by Mr. McMahon to nominate Mr. Emerick as Chairman. _

SECOND by Mr. Waddell.

No other nominations were presented. Mr. Emerick accepted.

ROLL CALL VOTE: 6 – 0 – 1 (Mr. Emerick abstained, but also stated "yes").

MOTION PASSED.

MOTION by Mr. Lessard to nominate Mr. McMahon for the position of Vice Chair.

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

SECOND by Mr. Loiseau.

No other nominations were presented. Mr. McMahon accepted.

ROLL CALL VOTE: 6 – 0 – 1 (McMahon) MOTION PASSED.

MOTION by Mr. McMahon to nominate Ms. Bialobrzkeski as Clerk.

SECOND by Mr. Lessard.

No other nominations were presented. Ms. Bialobrzkeski accepted.

ROLL CALL VOTE: 6 – 0 – 1 (Bialobrzkeski) MOTION PASSED.

III. ATTENDING TO BE HEARD

Master Plan Steering Committee

1. Public Comment (relating to Master Plan)
2. Milone & MacBroom – Consultant for Phase I Vision & Coastal Management Content
 - a. Final Changes to Vision Draft
 - b. Final Changes to Coastal Draft
 - c. Revisions Schedule and Final Deliverables
3. Resilience Planning & Design – Consultant for the Phase II Comprehensive Update
 - a. Introductions
 - b. Project Scoping and Schedule
 - c. Economic Development Consultant
 - d. Initial Discussion on Outreach and Engagement
 - e. Next Steps
4. Steering Committee Membership and Attendance

Mr. Bachand asked for public comment relating to the Master Plan. There was none.

Mr. Bachand said Brian Warburton is on the line and Barbara Kravitz as well. Mr. Emerick stated he is happy to get the Master Plan completed. Nathalie DiGeronimo (NHDES Coastal Program) is also on the phone.

Mr. Noah Slovin (Milone & MacBroom) telephoned in. He gave an update on progress of the Vision and Coastal content. The draft plan is online for public viewing. Many people logged into the virtual workshop on March 11th. There will be an updated draft by this Friday. The Vision has updates as well. He knows he needs to be more explicit about referencing the Beach area. They reached out to Parks and Recreation, but they need to reach out to the Conservation Commission. Most changes have been made as requested. Adding case studies will occur. The implementation table is at the end. It includes “crosswalks”. He asked if anyone else had questions or comments. He would like comments by this Friday.

Ms. Kravitz discussed the Rockingham Economic Development Center. A new project came on which she asked DPW if it could be included. There is a public hearing on the 30th of March. It is

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

a flooding study. Can this be included in the Coastal Chapter was asked. Mr. Slovin looked at the flood study reports internally from co-workers. He reached out to Jen Hale (DPW) as well. If there are new updates, he can fit that in.

Mr. Bachand said Mr. Slovin is working on more revisions, and asked him to discuss his remaining schedule with the Steering Committee. Mr. Slovin will give us the final drafts this Friday, the 19th. Then, the plan is we will have a special meeting for acceptance on Wednesday the 24th at 7:00 p.m. That's when comments will be noting if the work is good; if a few more things need to be done, etc. The contract is over March 31st.

Mr. Bachand said on March 24th, it may need to be conditional acceptance, and he suggests it be done over Zoom. He asked if this works for the Board. They all concurred. They can use Mr. Slovin's Zoom account for this. He will send the information to us all. Mr. Bachand will post an Agenda. Ms. DiGeronimo will be at that meeting. Delivery of all products will be by March 31st.

Ms. Carnaby said the last three iterations, each document got larger by almost 50 percent. She asked if the final one going is going to be bigger or smaller. Mr. Slovin said the final version is larger. Mr. Slovin can try to trim it down. Specific pieces can be taken out and looked at on their own, so it won't be so overwhelming. Right now, it's about 90 pages. Many are pictures. It will be available electronically also.

Ms. Kravitz asked about the plan for coordination with Resilience to hand over materials or if there has been some interaction. Mr. Bachand stated 'yes'. He, Mr. Slovin and Mr. Steve Whitman (Resilience) have been communicating. They are closely coordinating for a smooth transition.

Mr. Slovin will give Mr. Whitman the documents in Dropbox.

Mr. McMahon said when this is wrapped up, this gets adopted was asked. Some acceptances are State agency actions, some with Planning. Mr. McMahon wants to understand the process going forward. There are many recommendations we don't agree with. Some other agencies may not agree either.

Mr. Bachand said at end of 2022, it (the full Master Plan Update) will all be adopted. Resilience will be done at that time. They will tie in together. Phase One is lengthy and has many recommendations. Some parts will be incorporated into other chapters, like Transportation, etc. This is just the end of the first Phase. Mr. Whitman will take Mr. Slovin's information and incorporate it into the Phase II document. We are just "accepting" the Phase I documents. Mr. Emerick said if we don't agree with some things, we can take those out.

Ms. Bialobrzkeski asked about Mr. Whitman's work. Will it change was asked. Mr. Bachand said it will be incorporated into the overall Master Plan update. She feels Mr. McMahon's comments need attention. Mr. Bachand agrees.

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

Steve Whitman, Resilience Planning & Design is in attendance (Selectmen's Meeting Room). Liz Kelly, Resilience Planning & Design is on the line. Mr. Bachand introduced Mr. Whitman and Ms. Kelly. Resilience is the lead on Phase II of the Master Plan process. They are excited about the project. In order to broaden the team, Mr. Whitman said they have asked PlaceWork out of Portsmouth. He named an environmental firm also. They will help facilitate bringing all this work done by Mr. Slovin and M&M into the final Master Plan. They will fill in the gaps. He agrees with accepting the (Phase I) documents now and allowing them to be worked in to final plan. They will look at implementation actions as well. They can be refined and prioritized. He discussed his timeline.

Mr. Whitman had a meeting with his team. How are we going to make the timeline work was discussed.

There are many professionals with different backgrounds. Open space, transportation. All topics. They want to work on this for a couple of months. In July, they would give a complete report. They will look at the RPC and M&M work.

They have started mapping. Developing a strong foundation on all of the topics was discussed. Ms. Kelly is the document master. She formats it and makes it readable.

They need to re-begin public outreach. He will present information in July. It can be talked about in August. Filling in the holes was discussed. September, this would be the month for public outreach and events. It may be 'in person'. Interactive. This can be sorted out over the summer.

Mr. Emerick likes the July timeline for a foundation. They will provide an updated timeline.

The second stage timeline was discussed. Mr. Whitman is not worried about completion time. There's enough of a buffer. They can recalibrate rather than change. They will work on graphics.

The next couple of months will be refining an outreach plan. He or Ms. Kelly will come each month for updates with the Steering Committee.

Mr. Whitman discussed an economic development consultant. The originally proposed one (consultant) is not available. They have two alternatives. They asked if the Board wants to choose. Mr. Emerick thinks he wants Resilience to choose. This Company will be on the Resilience team. He wants Mr. Whitman to choose. Work with Mr. Bachand on this. Both firms have familiarity with Hampton's needs. Both companies can work with the timeline of Hampton.

Mr. Whitman asked the Board to think about the following: Mr. Slovin is great in sharing all his resources. We need to create a new website (Resilience creates for Hampton). It will be a visually engaging and updated website. No need to bother the Planning Office. It can be showed to the Board or staff first. It would be for the public. It can have draft products; post

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

announcements; it can have polls, etc. They can start to put together a working document. Ms. Kelly oftentimes sets up a Google or Excel sheet. Mr. Whitman and Ms. Kelly will come back in April with a draft. One can throw ideas in this. Tabling events, etc. Keeps everyone in the know.

Mr. Lessard asked about having a dedicated gatekeeper. Not just anyone could post things. It would all go through Resilience. Hampton should have control of what is posted. The Board may not always be in agreement.

Mr. Lessard asked about the web page. Hampton owns the data. It won't be launched until it is reviewed. When would the website go live and when will it retire was asked. It's up to the Board. It should run at least through adoption (end of 2022). Mr. Waddell likes having a gatekeeper.

Migrating documents was discussed. Mr. Lessard discussed the power of a website and responsibility. Q&A is good; there should be no blogging.

Mr. Whitman will talk more about this over the next few months.

Mr. Whitman asked about outreach. Any ideas? We have been under the cloud of COVID. Zooming was the meeting-du-jour. If we can get to live interactions, it would be great.

A "World Café" was discussed by Mr. Whitman. People come in, a short presentation is given. Setting up stations occurs. Getting interactive was discussed. Maps can be reviewed. It can be replicated online for those who cannot make the event. Even contentious issues are dealt with. Comment cards are filled in. Mr. Emerick said we did that back at the Academy with break out rooms (with a prior Planner). Go to tables and make comments. Mr. Whitman will work on a draft with the team with outreach ideas. Not just one vehicle works.

Ms. Carnaby had a hard time hearing the discussion (teleconference). She discussed the HBAC. She discussed the Beach Master Plan. It is an active group of commissioners working on the coastal and environmental sections of their Plan. She hopes we can have discussions on how to work with them to integrate their plan or make the statute work for everybody.

Mr. Whitman said in the Fall, the Steering Committee can host focus groups and interviews and they can include the HBAC (afternoon/evening) and see where they are at. Check timelines. Other groups can also be involved.

Mr. Warburton said this is exciting. The scope through 2022 looks great.

Ms. Kravitz likes the discussion. Public outreach sounds great.

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

Ms. Kravitz discussed there are two different plans and styles. She thinks it would be a good idea to have Memorandum of Understanding on how M&M and Resilience would continue interactions, including editing capacities. She does not need an answer immediately.

Ms. Kelly noted that she is looking forward to working with us as well.

Mr. Bachand discussed Steering Committee attendance. The current membership and whether adjustments are needed were asked about. A list was provided. We need representation from every Board, Committee, and resident member of the group (Steering Committee). We have Brian Warburton for Budget Committee who always attends. Zoning Board, we need someone to regularly attend. Ms. Kravitz and Mr. Ciolfi are attending as resident representatives. Frank DeLuca will join us from the SAU90 School Board.

Mr. Bachand asked about others thoughts on adding additional members. **He said that if a regular member cannot attend a Steering Committee meeting, please send an Alternate.**

Mr. Warburton said next Tuesday is the reorganization of the Budget Committee. He may entertain about having an Alternate. He believes the Budget Committee will continue to have good attendance.

Ms. Carnaby suggested representation from downtown businesses and also the west side businesses. We are going to have opinions and needs from those areas. Maybe Liberty Lane. Mr. Emerick said as we start to have a website, some of the formal meetings – some attend every meeting. We may get better alternatives. Seeing what is going on with pictures was discussed. The Master Plan will be the focus rather than a meeting. Ms. Bialobrzkeski concurred.

Mr. Bachand said always having a representative present, this is important. He will follow up with the Boards and committees to see where they are at.

Ms. Bialobrzkeski said she can be referred to as “Tocky” (for when Ms. Olivier is typing also).

IV. CONTINUED PUBLIC HEARINGS

V. NEW PUBLIC HEARINGS

VI. CONSIDERATION OF MINUTES of March 3rd.

MOVED by Mr. McMahon to accept and approve the March 3, 2021 Minutes.

SECOND by Mr. Loiseau.

ROLL CALL VOTE: 6– 0 – 1 (Bialobrzkeski)

MOTION PASSED.

VI. CORRESPONDENCE

VII. OTHER BUSINESS

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

- **Appointment of Planning Board Alternates**

Mr. Bachand said the two current Alternates up for re-appointment are Norman Carpentier and Steve Chase. Both confirmed they would like additional 3-year terms. Mark Olson confirmed that he also wishes to be an Alternate (this is also for a 3-year term).

MOTION by Mr. Waddell to appoint all three as Alternates.

SECOND by Mr. McMahon.

ROLL CALL VOTE: 7 – 0 - 0

MOTION PASSED.

- **204 Ashworth Avenue (Unit 5) – Request for a one-year extension of the Amended Site Plan approval granted by the Planning Board on November 6, 2019. This is an “after-the-fact” request resulting from extenuating circumstances related to the COVID-19 pandemic.**

Mr. Bachand discussed the project. It did not get to completion due to COVID issues. This after-the-fact extension request is consistent with the Governor’s Emergency Order. Deadlines were further discussed. Mr. Bachand also talked with Attorney Gearreald. This can be granted. However, it should only be until November 6, 2021.

MOVED by Mr. Lessard.

SECOND by Mr. Loiseau.

ROLL CALL VOTE: 6 – 0 – 1 (Bialobrzkeski)

MOTION PASSED.

The CHAT meeting on Tuesday afternoon was discussed. Mark Olson was the prior appointed representative from the Planning Board, but he did not seek re-election to the Board. Meetings are usually on the third Tuesday during the afternoons: starts at 2:00 p.m. They are in need of a new Planning Board representative. Ms. Carnaby was going to nominate Mr. Lessard. Mr. Lessard nominated Ms. Carnaby.

Mr. Lessard cannot do during the day. Ms. Carnaby said it gets tricky. Mr. Loiseau would be good.

Mr. McMahon cannot make it. Mr. Loiseau noted he can’t always do meetings during the summertime, but he will do what he can to attend. Ms. Bialobrzkeski is not ready to take this on.

MOTION by Mr. Waddell to nominate Mr. Loiseau as Planning Board representative to CHAT.

SECOND by Mr. Lessard.

HAMPTON PLANNING BOARD

MINUTES

March 17, 2021 – 7:00 p.m.

Mr Emerick noted that confirming our volunteer is acceptable; we don't need to vote this. Mr. Loiseau stated that he accepts. Ms. Bialobrzkeski said she would back up Mr. Loiseau and attend when he cannot.

VIII. ADJOURNMENT

Mr. Emerick adjourned the meeting.

MEETING ADJOURNED: 8:03 p.m.

Respectfully submitted,

Laurie Olivier, Office Manager/Administrative Assistant

****PLEASE NOTE****

ITEMS NOT CALLED OR IN PROGRESS BY 10:00 P.M.

MAY BE CONTINUED TO THE NEXT SCHEDULED MEETING