

**HAMPTON PLANNING BOARD**

**PRECONSTRUCTION MEETING**

**July 19, 2023 – 2:00 P.M. (on site)**

**PRESENT:** Jason Bachand, Town Planner  
Jodie Strickland, CMA Engineers  
Jennifer Hale, DPW Director  
Greg Arvanitis, Building Inspector  
Dennis Howes, Assistant Building Inspector  
Matthew Newton, Fire Prevention Officer  
Kenneth Black, Consolidated Communications

**Others in Attendance:** Henry Boyd (Millennium Engineering), Justin Pasay (DTC Lawyers), Bryan Goulet (Project Manager for applicant)

**144 Ashworth Avenue**

**Expand the existing restaurant (Wally's Pub). New four-season addition to include additional bathrooms, additional dining space & abundance of air flow for patrons.**

1. Identification of Officials, Representatives of Owner, Town Officials, Engineer, and Contractor

Jodie Strickland, CMA Engineers commenced the meeting at 2:00 p.m and asked the attendees to introduce themselves. She verified with the attendees whether the contact information listed on the agenda is accurate. Bryan Goulet, Project Manager provided his contact information.

2. Construction Drawings

Jason Bachand, Town Planner confirmed that the most recent date on the plans is 6/14/23. The Proposed Conditions sheet was recorded at the Registry. The recording number is D-43983. The conditions of approval are listed on the recorded plan sheet.

3. Comments from Planning Department

Mr. Bachand discussed the conditions that still need to be met before a Building Permit can be issued. These are Conditions 19-24 (regarding a public safety plan to be approved by the Police Chief, receipt of any state approvals by the Building Department, sewer permit-likely not applicable, driveway permit-not applicable, and approvals by Aquarion and Unutil).

Mr. Bachand discussed Condition #4 relating to the parking lot (re-striping, safe access, etc.) Conformance will need to be verified. Henry Boyd will clarify all of this with Mr. Goulet.

Condition #16 (install no-right-turn signage) and Condition #9 (amplified noise) were discussed.

Condition #9 (trash and recycling) was noted. There will be no new carts. 26 carts is the maximum allowed.

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It was noted by Mr. Goulet that the bathrooms will be constructed first, but it was emphasized by Town Staff that this is one project - not a phased project.

#### 4. Construction Security

Mr. Bachand said it was previously confirmed that off-site bonding through the Board of Selectmen is not required for the project. He asked if security would be needed through DPW.

Jennifer Hale, DPW Director noted that the sewer service needs to be found. There would not be a Sewer Connection Permit in this case. However, if the service cannot be found, it is a different story. This must be determined before the Building Permit is issued.

The applicant has been going back and forth with DPW on the Wastewater Development Charge. The Building Permit is contingent upon finalizing this.

#### 5. Contractor's Schedule and Work Plan

It was noted that a contractor has not been chosen. Accordingly, there is no construction schedule or start date at this time. Mr. Goulet will provide details and contacts to Ms. Strickland as they are known.

Ms. Hale discussed an Excavation Permit and Sewer Connection Permit if a new sewer connection becomes necessary.

#### 6. Utility Coordination/ Comments from Utilities

It was noted that there are no Consolidated Communications utilities on site. The other utility companies (Aquarion and Until) were not present for the meeting.

#### 7. Construction Inspections

Periodic site inspections will be made by CMA Engineers. The inspections will be completed generally in accordance with the Inspection Checklist Form. It is the Owner/Contractor's responsibility to contact CMA Engineers to schedule inspections. CMA Engineers will develop a rough inspection schedule with dates following receipt of the construction schedule.

The Owner/Contractor shall maintain regular contact to keep the engineer up-to-date on progress and give advanced notice for inspections. The Owner/Applicant/Contractor shall give the Town's representative 48 hours notice prior to required inspections.

A field report will be prepared for each site visit.

Items noted during the meeting included erosion and sediment control, permeable pavers, select materials, removal of encroachments, paving and striping, and landscaping.

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8. Safety

It was noted that the Contractor shall comply with all OSHA Regulations and be responsible for site safety.

9. Design Changes

It was noted that any deviations from approved drawings shall be submitted to the Town by the Applicant/Owner for review. Changes may not be made without written approval from the Applicant's Engineer and written concurrence from the Town or the Town's Engineer.

Mr. Bachand emphasized that this is a very important item. Some changes may be administrative; others could require a return to the Planning Board. It is best to stick to the plan.

10. Submittals

In advance of delivery, material submittals shall be submitted to Millennium Engineering for review. A preliminary list of necessary submittals was identified: All granular materials Submittals should be first reviewed by design engineer (Millennium) and then submitted to CMA Engineers and Town. Submittals should be e-mailed as PDFs to CMA Engineers for records and to ensure conformance with the accepted plans

11. Material Testing

Granular materials were identified: Sieve analysis of select materials is required. The Contractor should provide testing data to CMA Engineers via e-mail in a timely manner.

12. Survey Requirements

Mr. Boyd confirmed that Millennium Engineering will provide the survey and layout.

13. Comments from Owner or Millenium Engineering?

Mr. Boyd noted that Aquarion needs to verify the capacity of the existing domestic service. Mr. Bachand mentioned the condition of approval regarding Aquarion's sign off.

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14. Comments from DPW?

Ms. Hale said the existing sewer service (assumed abandoned) under the new building must be located and cap verified. Contact Tobey Spainhower at the sewer department to witness/confirm this. If there is a need to connect to this sewer service, an excavation permit and “bond” are required and a sewer connection fee. The wastewater development fee for the new bathrooms still needs to be determined. Coordination with DPW and Zoo Properties is ongoing. Trash pick-up is as approved on plans (no new carts). Ms. Hale noted that once a contractor is chosen, an additional on-site meeting pre-construction can be scheduled.

15. Comments from Building Department?

Mr. Arvanitis asked about protection of the public during construction. Fencing will be provided around the building site. Barriers should be used out front. Use signs if the sidewalk is closed and reroute pedestrians to the crosswalk south of Wally’s. No motorcycle parking out front while construction is occurring there. Contact the Police Department for any and all roadway/lane closures.

It was also noted that construction verification of ADA compliant ramps, egresses, etc. is the responsibility of the Building Department.

It was noted that there was an earlier Building Permit application for only the bathrooms – a new application will be needed.

16. Comments from Fire or Police?

Mr. Newton said the Fire Department needs the latest architectural drawings. Mr. Bachand said he would check his files for those. Questions related to sprinklers, the new indoor and outdoor capacity were raised. All existing egresses must be maintained during construction.

17. Other?

It was re-emphasized that if something is needed as the project moves forward, please reach out. Start the conversation early. It is always better to ask.

Meeting Ended at 2:45 p.m.

Jason Bachand, Town Planner