



**MEETING MINUTES
NORTH HAMPTON PLANNING BOARD
Thursday, May 21, 2009
Mary Herbert Conference Room**

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.

Members present: Phil Wilson, Chairman; Shep Kroner, Vice Chairman; Joseph Arena, Tom McManus and Michael Coutu, Selectmen's Representative.

Members absent: Laurel Pohl and Barbara Kohl

Others present: David West, RPC Circuit Rider and Wendy Chase, Recording Secretary.

Alternates present: David McGilvary

Mr. Kroner convened the Meeting at 7:07 p.m.

Mr. Kroner noted that Laurel Pohl would not be in attendance. Mr. McGilvary was seated for Ms. Pohl.

New Business

Town Administrator Steve Fournier to present and discuss the Capital Improvement Plan (CIP)

Mr. Fournier presented the data for the Capital Improvement Plan (CIP) for fiscal years 2011 to 2015 to the Board. He thanked Ms. Kohl, Ms. Pohl and Mr. McManus for all their help in assisting him with the process.

Mr. Fournier explained that the document consists of approximately \$14,000,000 worth of projects. The projects are what the Department Heads feel they need and some may not come to fruition. He explained that there are projects that are "doubled up" in the CIP (that is, if there is more than one alternative for a given project, all alternatives and their costs are included in the figure); for example: the Town Office has a proposal to renovate the Library into a Town Office, and a proposal for a whole new facility. He gave the following estimates:

- 12.1 million would come from bonding
- 2.2 million withdrawn from capital reserve funds
- 480,000 from lease purchase agreements
- 448,000 from direct taxation
- 25,000 from the Recreation revolving fund

Mr. Fournier explained that there are projects in the CIP that are already beginning, such as, the Recreation Commission will be approaching the Select Board for a proposal for a 15 passenger van, and under administration is the architectural study for the facilities, and the Select Board voted to authorize going forward with the Request for proposals (RFP) for that project.

Mr. Wilson said that it was his understanding that the purpose of a Capital Improvement program is to see a reasonable expenditure of capital over a period of years, and then show a program of spending that would keep the tax rate flat. Mr. Wilson asked if Mr. Fournier were intending on putting the information into the software program that Laurel Pohl produced. Mr. Fournier said that he has heard of the software but has not seen it.

Mr. Fournier recommended that the next step they should take is to change the focus of the CIP to a CIP Committee. He said it would be a separate appointed Board consisting of Planning Board Members, Budget Committee Members, Select Board Members, School Board Members and Members of the general public. The Committee would work solely on the CIP and update it annually. Mr. Fournier explained that the CIP can be changed from being the responsibility of the Planning Board to a separate Committee by a Town vote. He said that it would still be an entity of the Planning Board with Planning Board members on it.

Mr. McManus thanked Mr. Fournier for his cooperation regarding the CIP.

Mr. Fournier said that the RSA is not definitive as to the makeup of the Committee. He said that he has done research on other communities and discovered that a lot of the CIP Committees consisted of one member of the Select Board, one from the Planning Board, one from the Budget Committee, one from the School Board, and three from the general public.

Mr. Coutu suggested that the committee be responsible for the planning part of the CIP and also take on the responsibility of advising the best financing arrangements for each acquisition. Mr. Fournier and the Board agreed.

Mr. Fournier said that he would present a plan to the Planning Board at their August 20, 2009 Work Session Meeting.

Mr. McManus said that he would get in touch with the school's Business Administrator, Robert Barry and inform them of the CIP, and request their involvement.

Ms. Creighton asked what would happen with the RFP for the complex in the interim of forming a CIP Committee; would it have to be placed on hold until May 2010. She asked if it would be reasonable for the Planning Board to extend an invitation to a Select Board Member, a Budget Committee Member, and School Board Member until something is brought to the town meeting.

Mr. McManus said that for the year 2011, the Long Range Planning Committee would be responsible to produce the CIP.

Mr. Wilson said that it would be a good idea to invite others to participate in the CIP process prior to establishing a committee, and said that it didn't have to be made up of Planning Board Members only; it made sense that the Long Range Planning Committee invite someone from the School Board and a Select Board member to participate.

Dr. Arena said that the CIP process has failed in the past because the Department Heads would not provide information on a timely basis. He said that the CIP process should be made part of the Department Heads' job descriptions.

Mr. David Walker, Senior Transportation Planner from Rockingham Planning Commission, was present to discuss the Route 1 study recommendations and implementation strategy for North Hampton.

Mr. Walker did a Power Point presentation on the Route 1 study. Points of interest that he discussed:

- Five lane cross section from Hampton to Atlantic Ave. tying in driveways and then “neck down” into three lanes.
- Eliminate the Fern Road access off of Route 1 and provide access between the post office and TD Bank making a true four way intersection to be utilized.
- Possibly widening the bridge in Hampton
- Proposing land use changes
- Proposing access management changes, limit number of driveways, make sure the driveways are designed that traffic flows in and out of them safely.

Mr. Walker said that there is a highway safety improvement program in place and North Road would be a good candidate for that program. They have identified nine projects in the State that qualify for the program. The goal is to rectify the safety issue within a year or two.

He explained that there are urgent projects that need to be done in each town, and then there are projects that are more long term.

Mr. Walker said that none of the stimulus money would be used for the improvements to Route 1; that money is for “shovel ready” projects. He said that the improvements to the entire corridor were estimated in 2007 to cost 76 million dollars and the section of Route 1 in North Hampton was estimated in 2007 to cost 20 million dollars.

Mr. Walker said that recommendations for pedestrian and bicycle improvements are standard recommendations for the corridor, as well as sidewalks and activity centers. He said that where there are developments there should be sidewalks unless the community is against them. He said that they are concentrating on safety issues in the next year or two. He said that there are more projects than money to do them.

Mr. Walker explained that NH DOT has embraced a process called contact sensitive solutions where they come to the community with a plan and solicit suggestions from the community. He said anytime one of the projects gets proposed to be funded through a Federal or State funding process it will first go through a design process that will involve the Town.

Mr. McManus said that whatever can be done south of Atlantic Avenue to the Hampton Bridge to encourage local people to get out of their car and walk and make it more pedestrian friendly would be a good thing. Mr. Walker said that issues like that could be handled through an access management plan.

Natural Resource Chapter of the Master Plan review and discussion

Ms. Chase informed the Board that she sent a copy of the draft Natural Resource Chapter to Mr. Ganotis before the Conservation Commission in May. Mr. Wilson said he attended the May Conservation Commission Meeting and it was not discussed.

The Board felt it would be very beneficial to have the Conservation Commission involved in the implementation of the Natural Resource Chapter of the Master Plan.

Mr. Kroner said that he would contact Mr. Ganotis and ask to attend their June 9, 2009 Meeting to discuss the Natural Resource Chapter.

Committee updates

Mr. McManus updated the Board on the Driveway Accessibility Committee. He said that the Committee met on April 27, 2009 and discussed some of the obstacles the Fire Department faces accessing some of the driveways in Town. He said that they planned on taking a group ride through Town to identify problem driveways. He said the Committee's objective is to identify the problem, come up with the solution, and deal with it by way of warning or enforcement.

Deputy Fire Chief Dennis Cote was present and said that this time of year is a perfect time to do a drive around Town because of the vegetated canopies over the driveways.

Mr. Wilson invited Mr. Cote to attend the scheduled site walk of the Horne property on May 28, 2009 to inspect the driveway on the property. He said there have been some concerns raised during the ongoing subdivision application process regarding the one driveway that could potentially service four separate homes.

Mr. Cote said that there are a dozen or more "caution" letters that need to go out to residents informing them of the Fire Department's concerns on accessing their driveways with the fire truck.

The Committee tentatively scheduled a "drive through" around town on May 28, 2009 right after the Horne site walk.

Meeting Minutes

April 16, 2009 Work Session Meeting Minutes – Mr. Wilson asked Ms. Chase to change 105 watt to 100 watt in the minutes. Mr. Wilson Moved and Dr. Arena seconded the Motion to approve the April 16, 2009 Work Session Minutes as amended.

The vote was unanimous in favor of the Motion (5 in favor, 0 opposed and 1 abstention)Mr. Coutu abstained. He was not present at the April 16, 2009 Meeting.

May 7, 2009 Meeting Minutes – Dr. Arena Moved and Mr. McManus seconded the Motion to approve the May 7, 2009 Meeting Minutes as amended.

The vote was unanimous in favor of the Motion (5 in favor, 0 opposed and 1 abstention).. Mr. Coutu abstained. He was not present at the May 7, 2009 Meeting.

V. Other Business

The Board was in receipt of a copy of an email from Mr. Peter Simmons stating that the granite monuments were not placed on the Rite Aid property as depicted on the plan. The Board was also in receipt of a memo from Building Inspector Richard Mabey stating that he inspected the property, and the monuments shown on the approved plan are not all in place. He stated that there are three missing monuments and one mag. nail missing.

Mr. Wilson confirmed with Ms. Chase that a certificate of monumentation was submitted and was on file for the Rite Aid project. He said that the monuments were set at one time and the issue is when were they removed and why. Mr. Wilson said that it is illegal to remove boundary markers. Mr. Wilson informed Mr. Simmons that the landscaping bond has been released because the property owner met his obligation with the landscape part of the project. He said that the replacement of the monuments is the responsibility of the landowners and is not an issue for the Planning Board but rather an enforcement activity. Mr. Kroner said he agreed.

Mr. Wilson updated the Board on the Confalone case. He said that he contacted Dr. Lord to estimate the cost of performing an environmental study on his property. He informed the Board that Mary Currier is retiring as Executive Director of the Rockingham County Conservation District and Dr. Leonard Lord will be replacing her. He said the Board will be able to contract through RCCD for Dr. Lord's services. Dr. Lord gave an estimate of \$80.00 per hour for 32 hours to complete the study on the Confalone property, \$2,560.00. Mr. Wilson passed the information on to Attorney Phoenix who was to forward it to his clients, Mr. and Mrs. Confalone. He does not know if they will agree to have the study done.

Mr. McManus Moved and Mr. Wilson seconded the Motion to adjourn the Meeting at 9:28 p.m. The vote was unanimous in favor of the Motion (6-0).

Respectfully submitted,

Wendy V. Chase
Recording Secretary

Approved July 16, 2009