

*Town of Hampton*



*Department of Resources and  
Economic Development*



**Hampton Beach Area Commission  
Meeting Minutes, January 22, 2009  
Training Room, Hampton Police Station**

**In Attendance:**

John Nyhan, Chairman, Town of Hampton  
Brian Warburton, Vice Chairman, DRED (Seacoast Parks/Recreation)  
Bill Watson, Secretary/Treasurer- NH Department of Transportation  
Fred Rice, Town of Hampton  
Tom McGuirk- Hampton Beach Village District  
Chuck Rage- Hampton Chamber of Commerce  
Geannina Guzman-Scanlan- Hampton Beach Village District  
Fran McMahan- Rockingham Planning Commission  
Jamie Steffen- Hampton Town Planner (Administration)  
Candice Sicard- Secretary

**Excused:**

Eric Steltzer- OEP Representative

Chairman Nyhan called the meeting to order at 7:00 p.m.

**Consideration of Minutes: 12/18/08:**

Mr. Warburton requested to amend:

**Page 5 – 4<sup>th</sup> paragraph:** Strike the following sentence “Mr. Warburton reminded the public that the boat launch is closed.”

**MOVED** by Mr. Watson to approve the minutes from the December 18, 2008 meeting as amended.

**SECOND** by Mr. Warburton

**VOTE: 8-0-0 MOTION PASSED**

Chairman Nyhan asked to have the agenda moved to go directly to the Transportation and Parking Report so that the Rockingham Planning Commission Executive Director, Cliff Sinnott could speak about the recent parking study grant that was submitted to REDC. There was no objection.

Mr. Watson explained that there was a parking study proposal submitted to REDC seeking grant money to fund a parking study. He also reported that he had heard back from REDC saying that they were unable to fund our proposal at this time.

Chairman Nyhan indicated he had received a denial letter from the REDC. Mr. Rice commented that he received information that the funds were not awarded in a competitive situation. Mr. Rice believed that the Commission should go to the Chairman of the REDC, Warren Hendersen, and ask that he investigate this denial and if there is a conflict of interest to any party who received the award.

**MOVED** by Mr. Rice for Chairman Nyhan to contact Warren Hendersen to request a review of the process in which the contracts were awarded and to determine on whether or not there was any conflict of interest in the award process.

**SECOND** by Mr. Warburton

**VOTE- 8-0-0 MOTION PASSED**

Mr. Sinnott introduced himself and began by explaining Mr. Watson and he had been looking at different ways to fund the parking study. Mr. Sinnott noted that there is a transportation grant from the Planning Commission for a unified planning work program. There is a section on local studies related to transportation which covers a two-year period that is coming to an end on June 30, 2009. Mr. Sinnott said that there may be funds still available in the grant and that it seems as if this would be a good application of some of these funds. Once there is a better sense of the scope of work, they can help to prepare a grant application. There was discussion about the scope of work and if this was clearly defined yet. Mr. Sinnott noted step one would be an inventory of the all the parking which would be used for the basis of the survey later on. Mr. Sinnott also said that there is a match requirement that goes with grant but it could be as low as 10-20% and could be considered in-kind. Mr. McMahon asked about the funding and the logistics of the constraints and whether or not they could roll over unused funds from year to year. All Commissioners supported moving forward in working with the RPC on this parking study proposal and to go forward and work towards the comprehensive scope to the study itself. Mr. Watson was asked to put together a group for a special meeting of the Commission regarding this matter.

Mr. Watson noted that he is having on going conversations with the Town Manager Fred Welch about the bridge project and that he will update the Commission if there are any new developments in the coming months.

## **Chairman's Report**

### **Hampton Beach Redevelopment Campaign – Brief Update (Nyhan)**

Chairman Nyhan explained that the Commissioner of DRED has recommended a three million dollar amount to start the beach redevelopment project. He noted that amount would cover the construction of the two bathhouses. At this point, the three million is a DRED recommendation to the Governor and then it is up to the Governor to include in his capital budget request. The Governor's capital budget announcement will take place around February 19, 2009. From there the budget goes to the Public Works Committee of the House. Chairman Nyhan distributed a list of members of the Public Works Committee of the House and noted he will be scheduling meetings with various members to foster knowledge and support for the project. He noted that if anyone else knows someone on the list, they should contact them too. Mr. Watson was asked if he knew the status on where the economic stimulus grant proposals were at the state level. Mr. Watson explained that a week ago several groups met to review the list that had been submitted through the Local Government Center as community requests along with requests from state agencies. He noted that the DOT is currently working with the LGC and the Governors Office to determine the projects to support, the amounts of capital provided and the rules and regulations for that money once awarded. Mr. Watson has an upcoming meeting to coordinate community requests and will report back with any important updates. There was discussion about the tight project time frame and how shovel-ready projects should be considered.

Mr. Rice suggested that Dr Goss attend the public works committee hearings with Chairman Nyhan in order to pitch the economic benefits of the project.

Chairman Nyhan noted that the video was completed about the redevelopment project, which is currently airing on channel 22, and DVD copies are being made for distribution across the state.

Mr. Rage and Mr. Warburton discussed the capital budget and it was noted that if the \$3,000,000.00 falls under the capital budget, funds could be available (if allocated) in the fall of 2009.

## **Project Reports:**

### 1. **Community Development** – Tom McGuirk –

- Design Guidelines Booklet

Mr. McGuirk noted that he had sent everyone the draft version of the design guidelines booklet. He would like each Commissioner to review the document and email him any changes. The emailed changes and graphics will be added. The Commissioners complimented Mr. McGuirk on the straightforward, easy to understand language of the booklet.

2. Beachscape – Geannina Guzman-Scanlan

There was discussion about how to apply the beachscape concept to the master plan.

Ms Guzman-Scanlan noted that she will be looking at how to expand beachscape activities to be consistent to the Hampton beach master plan. She gave an example of increasing signage along the beach roads.

3. Zoning & Redevelopment – Fran McMahon

Mr. McMahon invited the Commissioners to the upcoming stormwater seminar, which will be held on Thursday, February 12, 2009 from 3:00 to 4:45 pm in the Selectmen's Meeting Room.

4. Funding Sources - Grants/Research – Geannina Guzman-Scanlan

Mrs. Guzman-Scanlon noted that she is in the process of scheduling appointments with state officials and others to get a better understanding on what federal/state grants could possible fund some of our master plan objectives.. For example, she is going to look at what federal grants could focus on target areas such as parking and signage.

**Other:**

a. State Park Report – Brian Warburton

Mr. Warburton reported that the work on the North Beach seawall that was supposed to have been started last fall will commence again in May 2009. Mr. Warburton noted that they will be working closely with state agencies in getting the parks ready and that people in institutions to help with the cleanup process this year.

b. Status of Earth, Sea and Space Museum – Fred Rice

Mr. Rice discussed a recent meeting with Crystal Kent on the current direction of the project.

c. Other Old Business

1a. Update Report HB293 – HBAC Amendment – Fred Rice

Mr. Rice updated the commission on the status of the amendment that Representative Stiles filed in Concord and explained the main reason for staggering terms was to maintain institutional knowledge. Chairman Nyhan noted that on November 1, 2009 every Commissioner will be up for reappointment. Mrs. Guzman-Scanlon questions the rational of staggering certain appointments on the 3-2 vs. 3-1 terms and it was clarified that once the staggering is done, everyone will serve a 3-year term.

## **New Business**

### 1. Financial Reporting

Starting in February, Chairman Nyhan noted that DRED will provide a monthly financial report. Currently there is \$1200.00 in the budget.

He noted there are two outstanding invoices. The invoices were submitted by Brad Jett of PTV Productions for producing the beach redevelopment project CD's. One invoice was for 25 (\$100.00) copies and the second invoice was for 100 (\$350.00).

**MOVED** by Mr. Warburton to approve the two invoices totaling \$450.00

**SECOND** by Mr. McMahon

**VOTE: 8-0-0 MOTION PASSED**

Mr. Rice suggested standardizing this process by where each invoice is signed by two commissioners prior submitting to DRED for payment.

### 2. Public Input Session

Chairman Nyhan noted that there was a public input session prior to this meeting where five residents were in attendance. He explained that this was basically an information sharing session and that he will continue doing this prior to each meeting. Mr. Rice asked going forward that the Chairman report back to the commission on any information coming out of these sessions. There was further discussion about the pros and cons of public input sessions.

## **Adjourn**

**MOVED** by Mr. Rice to adjourn

**SECOND** by Mr. Rage at 9:07pm

**VOTE: 8-0-0 MOTION PASSED**

**Meeting adjourned**