

## **HAMPTON FALLS DEPOT SUB-COMMITTEE**

**TOWN HALL – MONDAY, 11/29/21 - 5:30 PM**

### **Draft Minutes**

**Meeting called to order: 5:30 pm**

#### **Attendance:**

<b>Member</b>	<b>Role</b>	<b>Present</b>
Alex Dittami	Chair	Yes
Larry Smith	Vice-Chair	Yes
Beth Forgione	Secretary	Yes
Mark Lane	Select Board Representative	No
Karen Anderson	Town Administrator	No
Lyn Stan	Parks & Recreation Chair	No
Paul Melanson	Conservation Commission	No
Steve Sabatini	Member	Yes
Phil Chura	Member	No
James Mitchell	Member	Yes
Mike Stan	Member	Yes
Patrick Casey	Member	No

#### **Member Assignments**

Alex Dittami – Chair; Larry Smith - Vice Chair; Beth Forgione - Secretary

#### **Document Management**

All correspondence and communications should be shared with all members. Alex Dittami will be the keeper of all documents. The Secretary will provide the meeting minutes to the town administrator, town clerk and town secretary for posting on the town web site. All documents produced or introduced at a meeting will become part of the Town Record.

#### **The Depot Sub-committee Charge**

The Depot Sub-committee is a sub-committee of the Hampton Falls Parks and Recreation Commission. No changes were recommended to the following Mission Statement:

Pursuant to instructions from the Board of Selectmen and the Parks & Recreation Commission this sub-committee is charged with the responsibility to examine the current, proposed and potential future uses of The Depot and adjacent town owned properties to determine and report on:

1. The short and long term environmental, economic, recreational, educational, historical, and traffic and safety consequences that those uses may have;
2. Recommendations as to the best uses of the property; and
3. How the development of those uses may be funded.

The Depot Sub-committee has a target date of March 1, 2022, to complete its research and analysis. This target date has been set so the town can take advantage of grant opportunities which require applications to be submitted by June, 2022.

The priority of this sub-committee should be what is best for Hampton Falls with a consideration for what is best for the entire region. Scope should be limited to The Depot although other possible opportunities that are or could be logically related to The Depot such as Brimmer Road access may be reviewed.

All meetings are open to the public. (**Note:** See the meeting agenda for additional committee guidelines not discussed at this meeting.)

## Resources

An initial list of potential resources has been compiled. Each of these resources should be contacted to obtain any documentation and information which would help meet the mission. It is recommended that the short and long term environmental, economic, recreational, educational, historical, and traffic and safety consequences be considered in reviewing the information provided by each contact.

Resources identified to date and the sub-committee member assigned to make the contact:

Resource	Contact Name(s) (suggested)	Member Assigned	Comment
Dept. of Environmental Services (DES)	Kirsten Howard, Coastal Resilience Program Coordinator and Kevin Lucey, Habitat Program Coordinator	Steve Sabatini	Include NH boat launches
Rockingham County Planning Commission	Scott Bogle, Senior Transportation Planner; others?	Larry Smith	Invite Scott Bogle to a future meeting, investigate services available to us through Town Contract & its Planning & Environment sections.
NH Seacoast Greenway	Scott Bogle	James Mitchell	aka Seacoast RailTrail
Seacoast Hampton Estuary Alliance (SHEA)	Jay Diener <a href="mailto:jdiener@shea4nh.org">jdiener@shea4nh.org</a>	Larry?	Water rise studies
Audubon Society	?	Mike Stan	
Eversource	?	Mike Stan	Obtain any info available regarding the survey/plans related to the pilings
Historical Society	Bev Mutrie	Alex Dittami	
Conservation Commission	Karen Ayers	Alex Dittami	
New Hampshire Division of Historical Resources (NHDHR)	?	James Mitchell	

Wagon Hill Farm	Todd Selig	Alex Dittami, Mike Stan	Notify sub-committee when site visit is planned in case others would like to participate
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### **Additional Action Items**

Alex Dittami will obtain town maps and other documentation referring to The Depot location.

Beth Forgione will distribute documents to committee members given to her by Alex Dittami on the thumb drive shared at this meeting. These documents include the Depot Advisory Committee Report and Digital Exhibits of July 11, 2021, as well as the Summary of the DES Grant Site Visit.

Beth Forgione will obtain and distribute the Parks and Recreation Commission presentation from Lyn Stan. Beth Forgione will compare the presentation the Depot Advisory Committee (DAC) presented to the Select Board and the presentation Lyn Stan made to the Parks and Recreation Commission and DAC in November for proposed changes to the Depot to identify potential early deliverables such as parking changes and signage.

Committee members will seek new members where needed.

### **Grants**

A motion was made to seek approval from the town's Select Board to pursue grants to research and implement any changes at The Depot.

**MOTION:** To seek approval from the Town's Select Board to seek grants to pursue and implement the Depot project.

**MOTION:** James Mitchell

**SECOND:** Alex Dittami

Abstentions: None

**Passed**

1.

**Next Meeting:** Dec. 20, 2021 @ 5:30 PM – Town Hall

### **Adjourn:**

**MOTION:** Move to adjourn at 6:57

**MOTION:** Alex Dittami

**SECOND:** James Mitchell

Abstentions: None

**Passed**

**Prepared by:** Beth Forgione