

PERMIT APPLICATION		
Name of Applicant: Melissa Walden	Organization (if applicable): American Lung Association	
Mailing Address 122 State St. Augusta, ME 04330		
Contact Person: Melissa Walden	Contact Person who will be present at Event ¹ : Melissa Walden	
Contact Person Phone Number: 207-624-0306	Contact Person will be present at Event Phone Number: 207-680-8118 (cell)	
Contact Person Cell Number:	Contact Person will be present at Event Cell Number:	
Description of Event (Please Attach Additional Sheets of Paper if description cannot fit in the space provided): Fundraising cycling event for the American Lung Association. This non-competitive event goes through N. Hampton. A rest stop is also set up at the Tam Green.		
Location of Event: Portsmouth (start + finish) - Rest Stop = N. Hampton Tam Green 295 Atlantic Ave. N. Hamp		
Date(s) of Event: 5/6/18	Hours: 8	
	From: 7am	End: 3pm
Estimated Attendance: 400	Minimum No.: 100	Maximum No.: 400
Types of Alcohol to be served: N/A		

¹ Applicant must be reachable during the entire event at a moment's notice.

The following facilities will be available for the event:

Sanitation: Portable Toilets	No. of Units: 2	Male:	Female:
Water supply from: Provided by ACA volunteers			
Food will be served from and/or by: Provided by ACA volunteers			
Beverages will be served from and/or by: Provided by ACA volunteers			
Illumination after dark will be provided by N/A			
Medical and First Aid Provided by: Provided by ACA volunteers			
Traffic Control Provided by: N. Hampton Police		No. of officers: 2	
Parking for _____ is planned. <input type="checkbox"/> Attach plan of exact parking location and exact route to be kept open for emergency vehicles <input checked="" type="checkbox"/> Not applicable. Explain: Cyclists will not be parking. If you need more info regarding volunteer parking at the rest stop, please contact Melissa.			

Name of Promoter or Applicant: <i>American Lung Association</i>	
Mailing Address: <i>122 State St. Augusta, ME 04330</i>	Phone: <i>207-624-0306</i>
Email: <i>Melissa.Walden@lung.org</i>	Cellular Phone: <i>207-680-8118</i>
<p><i>Melissa Walden</i>, do here by accept all responsibility for the above-described event. I agree to adhere to all laws and regulations of the Town of North Hampton and the State of New Hampshire. I do hereby consent to the entry, at any time, in the course of his/her duties, any official of the Town in the performance of their official duties, including but not limited to inspection. I also agree to provide surety that the Town deems necessary. Under the penalty of perjury, I do here by certify that the above is true.</p>	
Signature: <i>Melissa Walden</i>	Date: <i>9/18/17</i>
Name of Property Owner (The following MUST BE completed by the owner of the property involved): <i>TAKIM TA MICHAEL TULLY</i>	
Mailing Address:	Phone Number:
Email:	Cell Phone Number:
<p>I _____, have thoroughly discussed the above event with the Promoter and am in agreement with him/her in all areas. I do hereby give my consent to use my property for this even. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I agree to adhere to all laws and regulations of the Town of North Hampton and the State of New Hampshire. Under the penalty of perjury I do hereby certify that the above application is true.</p>	
Signature:	Date:

*Approved at Selectmen Meeting
2/13/18 - Minutes Attached*

DO NOT WRITE BELOW THIS SPACE. FOR TOWN USE ONLY

Departmental Approvals: Please attach any comments or special requirements to this application

Fire Chief Signature of Approval:	Date:
Building Inspector/Code Enforcement /Health Officer Signature of Approval:	Date: 1/31/18
Administrator of Planning & Zoning Signature of Approval:	Date: 1/31/18
Director of Public Works Signature of Approval:	Date: 2/1/18
Police Chief Signature of Approval:	Date: 1/30/18

Department comments or additional conditions:

See attached memo

Applicant: I do hereby agree to the additional requirements:

Applicant's Signature:

Date:

PERMIT

Denied Reason:
Michael E. Maddocks
Chief of Police

Approved
~~Michael E. Maddocks~~
Chief of Police

MICHAEL T. FRENCH
Interim Police Administrator

Date:

Date: 2/2/18

Select Board Signatures: (If Required under Ordinance amended 3/11/2014)

Date:

September 21, 2017



North Hampton Police Department
Attn: Jessica Miehle
233 Atlantic Avenue
North Hampton, NH 03862

Dear Jessica,

Thank you for supporting the 8th annual Cycle the Seacoast ride this past May. A diverse group of dedicated volunteers donated space, time and endless energy that provided us with a very successful event. We are looking forward to the 9th annual Cycle the Seacoast which will be held on May 6th, 2018. We hope you will work with us again to make our ninth year another tremendous success by allowing us the use of your space for a cyclist rest stop.

In order to best serve the needs of our cyclists, we will be placing tables, chairs and portable toilets at your property. As the event approaches, I will contact you in regards to the portable toilet delivery schedule. We intend on having them delivered by Saturday, May 5th. All portable toilets will be picked up on Monday, May 7th around 7:00 a.m. Finally, we would like to set up a 10 x 10 pop up tent for shelter. As always, our volunteers will pick up all trash and leave the area in good condition.

I appreciate your partnership for a smooth, safe and successful fundraising event. The American Lung Association is able to provide valuable research, legislation and education for all New Hampshire people with the funds raised during this weekend. Thank you for contributing to this important event!

If you could simply sign and date the form at the bottom of this page and mail it back to me, it would be greatly appreciated. There are two copies so that you may have one for your records. I have also enclosed a copy of our insurance liability for your property during the weekend of the Cycle the Seacoast along with a gathering permit.

I am happy to answer questions or discuss anything else that might come up. Please do not hesitate to email me: Melissa.Walden@Lung.org or call 207-624-0306.

Thanks again!

Melissa Walden
Development Manager
American Lung Association

I, _____ give permission to the American Lung Association to use North Hampton Town Green for rest stop purposes as outlined above during the Cycle the Seacoast Ride, May 6th, 2018.

Signature

Date

Cell Phone Number

Home/Business Phone

Email Address

Approved By Selectmen 2/13/8 See Minutes Attached

0.5	Circle - 3rd exit onto 1A/Pioneer Rd	9.2	2 signs - Left Arrow before circle, Straight Arrow after	Rye
1.8	Pass Odiorne State Park	11.0		Rye
0.6	Rest Stop - Pebble Cove Motel	11.6	Rest Stop sign	Rye
3.1	CAUTION - HAIRPIN TURN!	14.7	Caution - Hairpin turn	Rye
4.0	Right onto Rt 111/Atlantic Ave	18.7	Right Arrow	North Hampton
1.9	Mill Rd	20.6	Straight Arrow	North Hampton
1.4	Cross Rt 1	22.0	Straight Arrow	North Hampton
0.6	Police located at crooked intersection of Hobbs and Atlantic	22.6		North Hampton
0.1		22.7	Rest Stop sign with Right Arrow	North Hampton
0.0	REST STOP - N Hampton Town Green	22.7		North Hampton
0.0	Exit left from rest stop, on Rt 111 W	22.7	Left Arrow	North Hampton
0.2	Bear Right onto NH 111/Exeter Rd	22.9	Right Arrow	North Hampton
2.3	Important Sign - prior to Rt 101 onramp	25.2	Straight Arrow	Exeter
0.0	Important Sign - 50' up onramp	25.2	Stop - Wrong Way	Exeter
0.4	Right onto Hampton Rd	25.6	2 Right Arrows	Exeter
2.5	Straight at traffic light	28.1	Straight Arrow	Exeter
0.3	Continue on Water St	28.4	Straight Arrow	Exeter
0.2	Bear left to stay on Main St	28.6	Straight Arrow	Exeter
0.4		29.0	Caution - Railroad Tracks	Exeter
0.1	Left onto Winter St	29.1	Left Arrow	Exeter
0.2	Bear Right	29.3	Right Arrow	Exeter
0.1	Continue onto Front St	29.4	Straight Arrow	Exeter
1.5	Right onto Pickpocket Rd	30.9	Right Arrow	Exeter
2.5	Left onto Rt 111A/Middle St	33.4	Left Arrow	Brentwood

October 12, 2017

Jessica Miehle
Town of N Hampton
237 Atlantic Avenue
N Hampton, NH 03862

Dear Jessica:

The 9th annual American Lung Association Cycle the Seacoast ride is scheduled for Sunday, May 6th, 2018. With close to 400 cyclists expected we are looking forward to a very exciting day.

The first riders will be leaving Redhook Brewery at 7:00 a.m. and the last rider will be in around 3:00 p.m. The route is being worked on but we anticipate it to remain the same as it was in 2017. I've included the 2017 route map with your town highlighted. If the final maps have any changes, I will be sure to forward a copy to you as soon as they're printed. I have sent a separate request for the use of the North Hampton Town Green for the rest stop again this year.

We will be supplying our own safety and first aid volunteers with the assistance of the Port City Amateur Radio Club. Enclosed is a copy of our insurance coverage from SCS Insurance where you are listed as an additional insured.

In 2017 we scheduled one officer at the intersection of Hobbs and Atlantic. Please let me know if you have any suggestions for police support along the route. If you need anything else from me, please do not hesitate to let me know. We look forward to another safe and successful year. Thank you.

Sincerely,

Melissa Walden, Event Manager
Melissa.Walden@Lung.org | 207.624.0306



CERTIFICATE OF LIABILITY INSURANCE

ALAO-73 OP ID: OJ

DATE (MM/DD/YYYY)

09/21/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SCS Agency, Inc. 1981 Marcus Avenue, Suite 125 Lake Success, NY 11042 Luftig Associates Inc.	CONTACT NAME: SCS Agency, Inc.	
	PHONE (A/C, No, Ext): 516-466-6007	FAX (A/C, No): 516-829-5857
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Philadelphia Indemnity Ins. Co	NAIC # 18058
	INSURER B: Hartford Fire Insurance Co.	19682
INSURED American Lung Association & American Lung Association of Northeast 45 Ash St. East Hartford, CT 06108	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Sex Abuse-1000000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		PHPK1674743	07/01/2017	07/01/2018	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 10,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 3,000,000
						PRODUCTS - COMP/OP AGG \$ 3,000,000
						\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PHPK1674743	07/01/2017	07/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (PER ACCIDENT) \$
						\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		PHUB589935	07/01/2017	07/01/2018	EACH OCCURRENCE \$ 10,000,000
						AGGREGATE \$ 10,000,000
						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A	N/A	12WBCRR0763	07/01/2017	07/01/2018	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$
						E.L. EACH ACCIDENT \$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Subject to the policy terms & conditions:
 RE: American Lung Association's Cycle The Seacoast, located in New Hampshire
 Date: May 6th, 2018.
 Town of North Hampton is included as additional insured as per written contract or agreement with the named insured.

CERTIFICATE HOLDER


TOWNONJ

Town of North Hampton
 233 Atlantic Avenue
 North Hampton, NH 03862

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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Rest Stop Lead: Elizabeth Pockl
Rest Stop Lead #: 603-438-4057

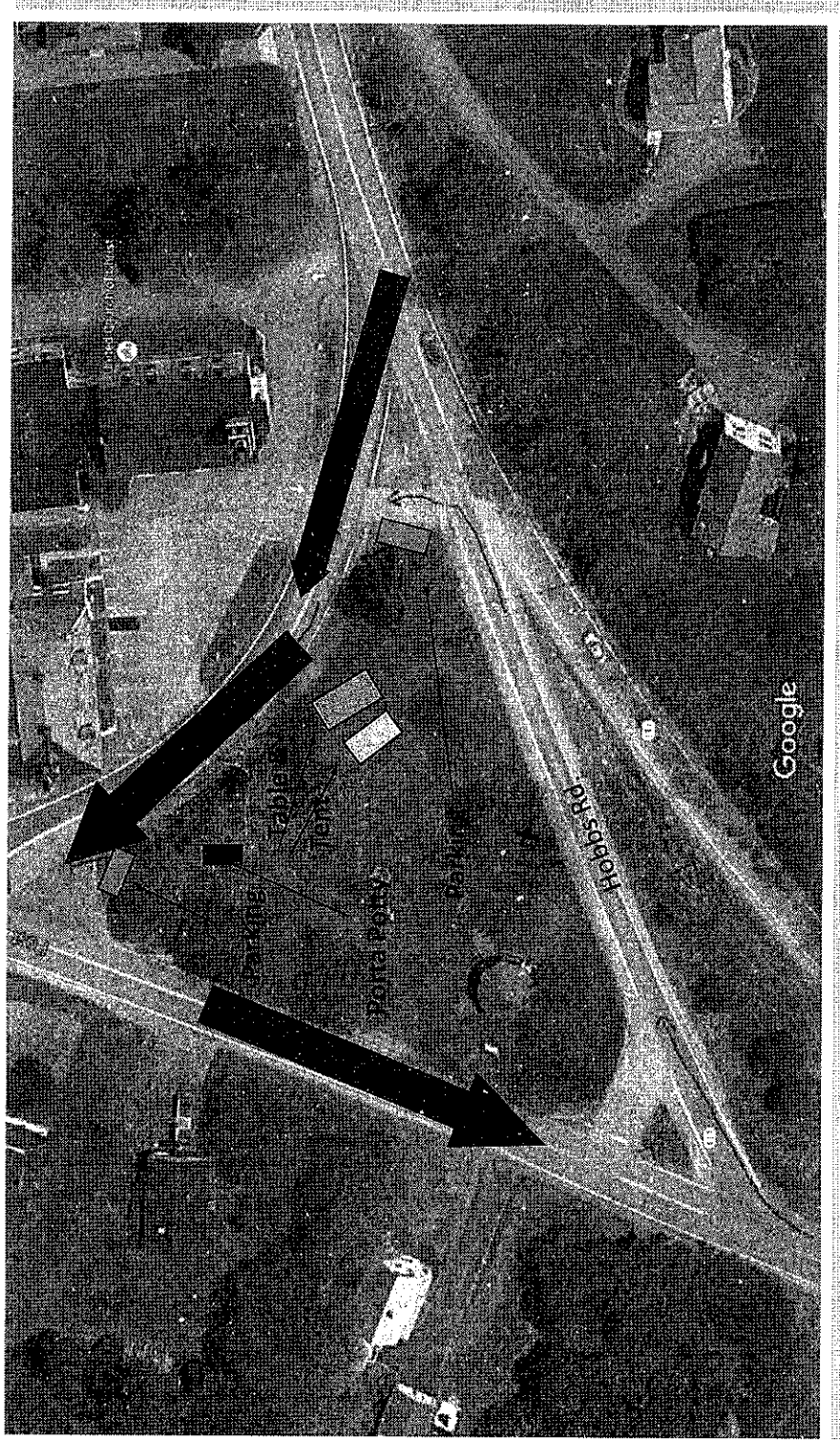
Cycle the Seacoast

May 6, 2018

Trek Control #: 207-649-9803

N. Hampton Gazebo Park
Corner of Atlantic and
Hobbs
N. Hampton, NH

Contact:



February 26, 2018

RE: Large Gathering Permit Application – American Lung Association Charity Bicycle Ride – Non-competitive

The Police Department has conducted an initial review of the application for the America Lung Association. The following conditions apply to the approval:

The use of the Town Green for a Rest Stop has been approved by the Governing Body at their meeting on February 13, 2018.

There is a minimum of one detail officer, with cruiser, is required. The detail officer will be assisted by an on-duty unit, if available. The officer must be from North Hampton Police Department or officers from Mutual Aid communities approved by the North Hampton Police Department. The detail officer, with cruiser, will be assigned for the orderly flow of vehicles and bicyclists through major intersections.

Applicant must contact the North Hampton Police Department at least two weeks prior to the event to arrange for the detail officer.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end, positioned in the lower right quadrant of the page.

96 9.3 Heritage Commission
97 Chair Maggiore stated a meeting would be held on February 17.
98
99 9.4 Water Commission
100 Chair Maggiore stated there was nothing new to report.
101
102 9.5 Bandstand Committee
103 Selectwoman Kilgore stated the first concert will be held on June 20 and a full schedule of events will be
104 available soon. She further stated there are still bricks available for sale.
105
106 9.6 Channel 22 Update
107 John Savastano updated the board stating he and his team were well prepared for both deliberative sessions.
108 He stated that statistics showed 29 viewers watched live and 41 viewers watched after the deliberative on
109 line.
110
111 Mr. Savastano spoke about upload speeds and old equipment.
112
113 **10. Report of the Interim Town Administrator**
114 10.1 General Report
115
116 **11. Items Left on the Table**
117 11.1 Discussion of Document Management System
118
119 **12. New Business**
120 12.1 Discussion of Cable Access Television Revolving Fund
121
122 Interim Town Administrator Tully asked the board to place this item on the table as further information is
forthcoming.
123
124 **Motion by Selectwoman Kilgore to place this item on the table. Seconded by Selectman Miller.
Motion carries 3-0.**
125
126 12.2 Discussion of 91-A Policies
127
128 Interim Town Administrator Tully stated the town did not have any policies in place regarding the
129 recording and posting of meetings. He and Laurel Pohl met and came up with a draft for the board to
130 review. He further stated new chairs to committees and commissions do not fully understand the role of a
131 chair and what the policies and procedures are, and felt this information needs to get to those new to
132 boards, committees and commissions.
133
134 Selectwoman Kilgore stated that the town has struggles with this, and would like to see them work as a
135 team moving forward to share and support information and to be sure items are being posted in a timely
136 manner.
137
138 The board agreed to forward information to NHMA for review and guidance first, and then to town council
139 if they were unable to render their opinion.
140
141 12.3 Request to Use Town Green – American Lung Association
142
143 Bob Betts, American Lung Association introduced himself to the board as the lead volunteer for the
144 American Lung Association race.
145
146 Mr. Betts stated they had used the Town Green for the past seven years as a rest stop. He further explained
147 they would be placing a 10x10 up on the side closest to Centennial Hall and will also have two portable
148 toilets delivered. The race is scheduled for May 6, 2018 from 7:30AM to 11AM.

149
150 Mr. Betts also noted that this charity ride receives 84% of the money raised to fund their programs.
151
152 **Motion by Selectman Miller to approve the Large Gathering Ordinance as applied for. Seconded by**
153 **Selectwoman Kilgore. Motion carries 3-0.**
154
155 12.4 Discussion of Proposed Town of North Hampton Flag

156 Chair Maggiore stated Max Reich had met with the Historical Society where he presented his idea for the
157 town flag.

158 Jane Boesch stated the Historical Society had made a Town Flag as a fundraising project several years ago,
159 but were no longer interested in selling flags. She further stated when speaking with Master Reich, they
160 discussed with him the expense of making the flags and although he has some money to put towards the
161 purchase, he will be looking to the town to share the costs. Mrs. Boesch further stated the town should
162 decide either on a warrant article or by citizens petition next year.

163 Donna Etela stated the most important thing to remember that there is a young man who has extended
164 himself and gone beyond boundaries to produce a flag for the town. She added that the Historical Society
165 had expended \$950 to make 25 flags and it took them five years to sell them.

166 Mrs. Etela stated the society encouraged Master Reich to continue on with the process via a warrant article
167 and urged the Select Board to allow the citizens of the town to decide next year.

168 All board members were in consensus to move this item forward to the legislative body next year, as well
169 as putting on the Select Board goals for the coming year.

170 12.5 Discussion of Equipment Sharing with Rye Fire Department
171 Interim Town Administrator Tully stated he had reached out to the Rye Fire Department on two issues. He
172 stated when the fire department received the grant for new SCBA's, the Chief had asked the company
173 about trading in the old, however he was told they were "useless" to them and they would probably "throw
174 them in the trash."
175
176 Interim Town Administrator Tully reached out to Rye Fire Department as they use the same packs and
177 thought they could repurpose or use North Hampton's as a spare or for parts.
178
179 Interim Town Administrator Tully also shared a discussion he had with the Rye Fire Chief regarding using
180 their back up ambulance, should North Hampton's be out of service. North Hampton would pay for
181 insurance coverage while using it and Rye agreed to share their back up ambulance through the Mutual Aid
182 Agreement, noting a beneficial cost savings to the town.
183
184 Selectwoman Kilgore stated she was in agreement and noted "small steps lead to big steps of trust, and it is
185 a win/win situation." Chair Maggiore and Selectman Miller agreed.
186
187 **Motion by Selectwoman Kilgore to donate the air packs to the Rye Fire Department. Seconded by**
188 **Selectman Miller. Motion carries 3-0.**
189
190 12.6 Discussion of Software Update for IMC/Firehouse

191 Interim Town Administrator Tully stated that the current software for the Police and Fire Departments were
192 no longer supported by Microsoft, and there is a possibility of sensitive data being breached. He stated
193 Portsmouth Computer Group (the town's IT provider) has recommended moving the data onto a new
194 virtual server.

195 The board discussed different types of software available to police and fire departments.