



## Walkway Committee Minutes

2021 April 29  
Town Hall

### **Present:**

Lauren Brophy, Public Member  
Sue Buchanan, Town Clerk/Tax Collector [TC/TC]  
George Chauncey, Public Member  
Donna Etela, Heritage Commission [HC], Chair  
Kathleen Kilgore, Library Trustee  
Jim Maggiore, Select Board [SB]  
Dasha Piotrowski, Public Member  
Cynthia Swank (via Zoom), Heritage Commission [HC]

Meeting called to order at 6:06 pm by Etela.

**Approval of Minutes. 4/15/21021.** Minutes approved as prepared. [Moved by Buchanan, seconded by Chauncey; all approved. via roll call vote].

### **Plan Changes - Approval.**

Etela distributed a revised plan incorporating suggestions from the last meeting.

The most notable change is that the walk along the parking lot is now concrete flush with the parking lot, not a slight curb and paving blocks. Etela explained that she, Maggiore, Town Administrator [TA] Tully, and Department of Public Works [DPW] director John Hubbard did a site walk. She learned that snow can no longer be moved to the west side of the parking lot because of the new Library where there will be a curb, walkway, and then slope. All snow will be plowed to the east side of the parking lot, and the curb and pavers could not be plowed over. The reason for using concrete is that it has greater longevity than asphalt.

Other changes from the first plan are: 1) The oval walkway is one foot wider so that it matches the one behind the building; 2) The walkway ends at the fourth parking slot from the road; and 3) There are now three, not two, additional parking slots.

A discussion ensued regarding the need for a civil engineer and/or NH Department of Transportation [NH DOT] to review. The Chair indicated that the NH DOT has stated that there was no need for a permit as the walkway is not within their right-of-way and therefore not in their realm of authority. The town engineer may need to review the plan. Maggiore will speak with TA Tully.

Two ADA questions arose. 1) Should the Town offer another handicap access parking space by the ramp? And 2) Are detectable warning pavers needed where the surfaces change? A quick review indicated that the two parking lots, the one behind the new Library and the existing one, meet the requirement by having one at each location.

The Chair stressed the urgency of arriving at a decision about the hardscape so that the work being done by Bonnette Page and Stone [BPS] for the Library, beginning as early as May 12, could dovetail with this project. Hubbard has indicated that his department could sawcut the asphalt driveway in front of the Town Clerk/Tax Collector's Office; and then have the blacktop removed at a cost of about \$440. Etela stated that BPS is interested in doing construction work.

**Fund Raising.** Etela asked about comments members received from those people they showed the original plan. Several noted that people wanted more information and to see the final plan before committing funds to such a project. Buchanan noted that people would like a path to the war monument and that people do walk around it. Pavers and stepping stones were mentioned as possibilities in the landscaping effort.

Etela spent the weekend fundraising. Three couples have pledged \$5000 each. She would like to match that \$15,000 with additional pledges to reach the goal of \$30,000. An additional \$4850 has been pledged. It is hoped the Heritage Commission will pledge \$1000 as they did for Centennial Hall, another National Register of Historic Places building. That would bring the total to \$20,850 with \$9,150 left to raise.

Maggiore asked about a social media campaign. North Hampton Talks and the two other local Face Book groups may be possible. Brophy and Piotrowski will work with Maggiore and Finance Director Ryan Cornwell in developing an appropriate appeal and mechanism to make contributions.

Etela described the manual way -- checks made payable to the Town of North Hampton indicating in the memo line or an accompanying note that it is a walkway donation. The Town would need to respond with the appropriate letter for any donations \$250 or higher. Such donations to a tax-exempt entity are tax deductible. Buchanan does not know if she is permitted to have a donation box in the stone building and will ask Cornwell.

Kilgore asked whether funds might be encumbered. Maggiore has spoken with the TA and at present it is not clear how much money might be left in June. He will ask.

**Time Line.** Covered above and in next agenda item.

**NHDPW.** The Town's DPW can do the sawcut and has trucks to haul materials. If the Town / Select Board forgoes getting three bids, BPS could do the concrete work while they are on site working on the new Library.

**Next Steps.**

Kilgore will ask Joe Kutt his thoughts about the war monument, and improving access to it.

The next Select Board meeting is May 10<sup>th</sup> at which Maggiore will discuss the project, and whether for timing and economy, the Board might waive its policy of obtaining three bids. If we wish move forward even with a working draft, he can take it to the Select Board with our recommendation. Etela added that she would like a town official to deal with BPS, either DPW director Hubbard or TA Tully. The plan and minutes of the current meeting will be provided.

Maggiore also will speak with Jenn Rowden of Rockingham Planning Commission and Planning Zoning Administrator Rick Milner, and run this Committee's plan past them; he also will contact the Town engineer.

Maggiore also wishes to bring up some of the Committee's questions *re* civil engineer, handicap parking spaces, walkway to monument and walking path around monument.

Etela agreed to attend the Select Board meeting to answer questions.

Motion: Kilgore moved, Chauncey seconded a motion to approve the working draft going forward to the Select Board for review. It was approved unanimously by roll call vote.

Etela asked that any additional funding be reported to her so she can inform the Town to expect a check and that we know when to quit. She reiterated the process for donations.

Promotion. In addition to Brophy and Piotrowski's work *re* Face Book, Instagram, their own accounts and asking friends with their social media platforms, it was suggested that there might be a banner on the Town website. Maggiore agreed.

**Next Meeting Date.** May 13 at 6pm.

**Adjournment:** 7:16pm

Cynthia G. Swank  
Minutes Clerk