

# Approved

## Town of New Boston Road Committee Meeting October 26, 2022

<b><u>PRESENT:</u></b>	David Litwinovich	Select Board member
	Mark Debowski	Road Committee Chairman
	George St. John	Road Committee
	Mark Suennen	Road Committee

**Guests In Attendance:** Finance Director Jennifer Allocca

**Item 1: CALL TO ORDER:** A regular meeting of the Road Committee was called to order by Mark Debowski at 5:30PM with the Pledge of Allegiance.

**Item 2: APPROVAL OF MEETING MINUTES:** The Committee reviewed the minutes of September 14, 2022. Mark Debowski moved to approve the minutes of September 14, 2022 as amended. George St. John seconded the motion. All were in favor. Mark Suennen abstained.

**Item 3: OLD BUSINESS:**

- a. **Drainage Repair Needs:** At the Town Administrator's request, the Committee received a copy of an e-mail from Town Engineer Kevin Leonard about drainage and erosion issues at Cemetery Road. George reported a meeting was held to review the issues and it was determined the water problems at the town hall ballfield are caused by water coming from Cemetery and Meetinghouse Hill Roads. The project originated when a resident complained of a problem at her property caused by work done on the road that was done without long term planning which is a townwide issue that is hoped to be discontinued. The Committee members plan to review the e-mail and Kevin plans to continue this project.
- b. **Culverts:** Mark Suennen completed inventory of culverts from the Highway Department inspection reports, but he plans to continue this research in the coming months to compare the inspection reports to information from SNHPC. Then the Committee/group hopes to determine a long-term plan for culvert replacement and maintenance.
- c. **Line Striping:** Mark Debowski reported some roads have been striped in a better manner than last year.
- d. **UNH RSMS Software:** The Committee thanked Executive Assistant Maralyn Segien for investigating and finding the Highway Department laptop that has been missing for years with the RSMS program on it. Jennifer brought it with her to this meeting and projected and explained the program information for the Committee to view. The Committee expressed concern that UNH is no longer supporting this program. Jennifer will research the current availability of the program and any associated costs. The Committee is interested in continuing to use the software and work with the new Road Agent to update the information contained in the program database for New Boston with data from Mark Debowski's 2021 road analysis and the Fire Department Orange Book

and Highway Department road improvements or updating the entire process with a GIS system when it becomes available. Jennifer is working with the town IT vendor to update the program and connect it to the town server to prevent losing it again.

**e. Paving Plan and Bridge Work for 2023 and Funding Available:**

- **Bridges:**

- The Tucker Mill and Gregg Mill Road bridge improvements are planned, 80% funded from NH's Municipally Owned Bipartisan Infrastructure Law (MOBIL) bill as part of President Biden's Build Back Better plan. Hoyle, Tanner and Associates have almost completed their portion of the engineering and then another firm will be selected as required for the next portion of these projects.
- The \$750,000 Bedford Road culvert project is proceeding, funded by Warrant Articles from previous years, the Highway Block Grant and a \$400,000 NH DES grant.
- A wetland permit, surveys and borings are needed in preparation for the Dougherty Lane bridge project which will be funded by Warrant Articles from previous years, the unassigned fund balance, bridge aid, 2023 Highway Block Grant funds, bridge CRF. This bridge was previously red listed due to improper installation causing the original Warrant Article. The Warrant Article passed but was not enough to fund the project. The town is now trying to complete this project without additional taxation by using several funding sources.

- **Paving:**

- Jennifer reported the proposed 2023 operating budget paving request increased slightly to approximately \$400,000 and is contained in the Highway Department budget. Roads that received a paving binder in 2022 will be planned to receive the appropriate topcoat in 2023 but only if any drainage issues in the area have been corrected. Jennifer noted that the Highway Block Grant funds that are usually used for this purpose may not be available in 2023 as these funds are planned to be used for the Dougherty Lane bridge project along with some additional bridge aid funds that have been received. A special Warrant Article or the paving budget line may need to be used for paving in 2023. In the future, any drainage needs are planned to be addressed before paving occurs.
- George reported Continental Paving is planned to make some repairs this year.
- The town is in the second year of a three-year contract and will need to plan for a contractor in 2024. The Committee can help the town prepare an RFP to receive a paving proposal by September 2023.
- Jennifer reported the Road Committee might consider requesting a CRF for paving. George noted Mark Debowski's road analysis could be very helpful in this process of planning and funding future road maintenance needs. The Road Improvement CRF is planned for the following roads:
  - a. 2023 Christie Road
  - b. 2024 placeholder
  - c. 2025 Beard Road (might be moved to 2024)

**f. Missing Signs:** Mark Debowski and David will contact the Town Administrator for an update.

**Item 4: NEW BUSINESS:**

- a. **Road Agent:** Allen Brown resigned from the Road Agent position and a new Road Agent, Benji Knapp, is starting November 7. The Committee looks forward to his input and working with/assisting him. The Select Board will plan a meeting with the Road Committee, Road Agent and Town Administrator in November. Paving plan and bridge work for 2023 and funding available will also be discussed.

**Item 5: OTHER:**

The Committee looks forward to seeing the Road Agent's future plans for town roads in writing to use along with the Road Assessment prepared by Mark Debowski in 2021 to prepare budgets/possible CIP submission.

**Item 6: NEXT MEETING DATE:** The Select Board will plan a meeting with the Road Committee, Road Agent and Town Administrator tentatively November 30, 2022.

**ADJOURNMENT:** Mark Debowski moved to adjourn the meeting at 6:22 PM. Seconded. Approved.

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Wednesday, November 26, 2022 at 5:30 PM  
Town Hall Conference Room  
7 Meetinghouse Hill Road- New Boston, NH 03070  
Phone: (603) 487-2500-[www.newbostonnh.gov](http://www.newbostonnh.gov)**