

# Approved

## Town of New Boston Road Committee Meeting December 4, 2019

<b><u>PRESENT:</u></b>	Karen Scott	Selectman
	Denis Pinard	Road Committee
	Mark Suennen	Road Committee
	Mark Siemiesz	Road Committee

**A. CALL TO ORDER:** A regular meeting of the Road Committee was called to order by Karen Scott at 5:34PM.

**Item 1: Approval of Minutes of November 6, 2019:** The Committee reviewed the minutes of November 6, 2019. The Committee will review them at home and they will be posted. Maralyn Segien will be preparing minutes by reviewing the Town Hall Streams videos and sending them to Town Administrator Peter Flynn once they are prepared. He will then distribute the minutes to the Committee for review and approval. Peter will then direct Maralyn to post the minutes.

**Item 2: Nomination of Officers:** Karen is present as Selectmen's Representative. Other officers will be nominated at the January meeting.

The Committee considered its mission/purpose/goals including the following:

- Immediate fixes to prevent problems such as what happened spring 2019.
- Maintenance and project priorities and factors to use for prioritization as discussed at the November 6 meeting.
- Short and long term maintenance and road improvement plans.
- Be knowledgeable of road issues and maintenance taking place and planned.
- Advisory Committee on behalf of the Selectmen to help the Road Agent make good decisions on what can be done immediately and what needs a long term solution for all types of maintenance and roads.

Karen noted she has learned a lot about road maintenance since becoming a Selectman. She met with Road Agent Dick Perusse to drive around and learn about town roads. The Selectmen want to bring the Road Committee back for oversight, recognize road issues in town and prepare plans to solve these, prioritize and implement solutions, and receive updates and input from the Road Agent.

Issues reviewed as follows:

- Bedford Road line striping needs to be done properly.
- New Boston contains many state roads and the town does not control maintenance of these roads.
- The state roads and Bedford Road have the highest traffic volumes in town and are used as commuter roads by residents of surrounding towns.

- Dirt road maintenance.
- More crack sealing should be done.

The current procedure for reporting and remedying road issues was reviewed. Currently someone with an issue usually calls the Highway Department and leaves a message on the answering machine or sends a letter. The Selectmen also receive calls that they forward to the Road Agent and concerned parties speak at Selectmen's meetings. The Highway Department has a part time secretary that answers some calls. The Road Agent also takes calls. If calls come to the Road Committee, they would be addressed monthly. The Road Agent is responsible for day to day road operations. The Road Committee would handle elevated issues for long term planning, funding and maintenance considerations, an advisory committee overseeing long term plans for the roads on behalf of the Selectmen. Many in town have concerns and ideas for improvement to the road they live/travel on, but the Road Agent, Selectmen and the Committee will consider the ideas to determine if they are good for the town overall.

The Committee discussed funding of road maintenance projects. Mark Suennen noted specific projects are added to the CIP Plan and funding is requested at approximately \$85,000 per year. The Committee requested review of the Highway Department annual budget for awareness of the amount the Department receives each year for maintenance items such as paving, blasting, line striping, bridge maintenance, road materials, culverts, guardrails, and special projects.

Denis will ask the Road Agent for his list of classification of all town roads as dirt, gravel and paved and all culverts. Mark Suennen will provide the information the Committee requested from the Southern NH Planning Commission at the November 6 meeting. The Police Chief provided the speed and traffic count information obtained from the Jamar device. The Committee would like to obtain data from this device about as many town roads as possible.

Karen noted Peter provided information from the previous Road Committee to be reviewed including a five and ten year plan.

The Committee noted speed traveled on town roads could affect their condition/deterioration. They discussed ways to monitor and remedy speed and speeding in town. They also discussed restricted travel such as No Through Trucking as discussed at the November 6 meeting.

Ability of emergency vehicles to travel town roads is a priority as discussed at the November 6 meeting. Karen will ask the Fire Chief which roads the emergency vehicles travel the most and if the Fire Department has concerns with its ability to travel any town roads.

Mark Suennen noted the Planning Board is considering new roads when they consider subdivision approvals and expect that new paved roads should need minimal maintenance such as crack sealer after fifteen years, resurface at fifteen to twenty years and a major upgrade after thirty to forty years. The Board updated new road requirements approximately 2012. Developers are required to build roads in new subdivisions to town standards, once that is done the town accepts the road and begins maintaining the road. The Planning Board is currently considering one subdivision at Doherty Lane/Middle Branch Road and road improvements at the developer's expense are expected to be required as part of the approval.

The Committee discussed impact fees. Mark Suennen explained the potential for impact fees was brought to voters in March. Impact fees then have to be assessed for capital improvement (not maintenance) such as a school or fire department where every future subdivision would help pay off the bond. These are capital improvements that affect the entire town and the fee could be applied to these projects immediately. The money raised through the fee has to be spent within six years and if the project is not done within six years, the money would be returned to the developer that paid it. The town assessed impact fees in the past but did not spend the money in time as there were no specific projects and had to return it to the developers. This was because the amount charged to the developers was not enough as the town would have also had to pay the remainder to make the needed improvements (example: a \$5,000 fee to developers but a \$15,000-65,000 additional cost to the town to make the needed improvements). Paving roads could be a capital improvement if it is so designated, but the fee would only apply to houses on that road. Approximately 30-40 new homes are built throughout town each year. If all are built on one road, capital improvements could be done to that road and impact fees could be assessed toward that specific project.

The Committee continued review of the outline Committee member Rodney Towne provided last month.

**ADJOURNMENT:** The meeting adjourned at 6:33 PM.

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Town Hall Conference Room on January 8, 2020 (5:30 PM)  
7 Meetinghouse Hill Road- New Boston, NH 03070  
Phone: (603) 487-5504-[www.newbostonnh.gov](http://www.newbostonnh.gov)**