

Approved

Town of New Boston Road Committee Meeting February 10, 2020

<u>PRESENT:</u>	Karen Scott	Selectman
	George St. John	Road Committee
	Mark Suennen	Road Committee
	Mark Siemiesz	Road Committee
	Rodney Towne	Road Committee
	Dick Perusse	Road Agent

A. CALL TO ORDER: A regular meeting of the Road Committee was called to order by Karen Scott at 5:32PM.

Item 1: Approval of Minutes of December 4, 2019 and January 8, 2020: The Committee reviewed the minutes of December 4, 2019. Mark Suennen moved the minutes of December 4, 2019 be accepted as presented. Mark Siemiesz seconded the motion. All were in favor. The motion carried. The Committee reviewed the minutes of January 8, 2020. Mark Suennen moved the minutes of January 8, 2020 be accepted as amended. Mark Siemiesz seconded the motion. All were in favor. The motion carried.

Item 2: Nomination of Officers: Karen is present as Selectmen's Representative and will perform secretarial duties other than minutes. Dick is present as the Road Agent. They are not voting members, they are ex-officio. Other members can serve as Chairman or Vice Chairman. Mark Suennen moved to nominate Denis Pinard as Vice Chairman. Rodney Towne seconded the motion. All were in favor. The motion carried. Mark Suennen moved to nominate Rodney Towne as Chairman. George St. John seconded the motion. All were in favor. The motion carried.

Item 3: Agenda Outline: Karen prepares and sends the agenda to the Committee members. The Committee reviewed and approved the format.

Item 4: Mission Statement: The Committee considered its mission/purpose/goals. Karen e-mailed a draft Mission Statement to the members for review and revision. Dick distributed proposed amendments for review. Rodney also proposed revisions. Karen read the revised Mission Statement aloud and the Committee approved.

The Committee discussed what the Highway Department worked on in 2019, including the unusual mud season and the McCollum Road project. They discussed what the Highway Department has worked on in 2020 as there were some minor "mud season" needs so far from surface thaw.

At its last meeting, the Committee requested the following from Dick which he presented as follows:

- A list of items that are paid from the \$351,000 Paving budget line: Dick distributed the list which the Committee then reviewed including shimming, 100 tons of hot asphalt patching. The Department has its own AirVac truck but sometimes contracts out for milling. Line striping and cold patching are separate budget lines. The Committee asked for more details. Dick offered to do more research for specifics. The Committee asked if the Department runs out of money/time or projects to work on first. Dick said the Department runs out of money/time before running out of projects. Paving was not done in 2019 due to the unusual mud season issues and understaffing. The Committee will review what the Department is able to accomplish with the Paving budget line and time available in 2020 to consider a recommendation for an appropriate Paving budget request for 2021. The Department is currently seeking one more Equipment Operator, seven is full staff including the Road Agent. The job description, training, equipment provided, certification and license requirements were reviewed.
- Color coded maps of town roads: Dick distributed the maps which the Committee then reviewed. They are at least five years old, updated maps are anticipated.

At the last meeting Karen noted she had met with Emergency Management Director Dan MacDonald who was gathering some information. She presented what he provided as follows:

- Which roads were the most popular/used most often by emergency services responding to calls: Primary access to calls is Route 13/River Road with its secondary backup road of Riverdale Road. Second primary accesses are Bedford Road with secondary backup roads of McCurdy and River Road. Other primary access roads are Route 13/Mont Vernon Road, Route 77/Weare Road to Twin Bridge Road with River Road as a backup. Secondary backup roads are Route 136/Francetown Road and Francetown Turnpike. If the primary access is blocked the Highway Department works to make sure the secondary access is in good shape and works with Eversource to find secondary access roads during road closures caused by power lines. The process of closing roads, marking them and communication between emergency personnel and the Highway Department was reviewed as this is sometimes necessary during emergencies to keep the public safe.
- Which roads are of most concern currently or in the future for emergency vehicles: Beard Road was a concern during the 2019 mud season. Dan plans to get more information on this to Karen.

Item 5: Develop Maintenance Lists: The Committee continued review of the potential maintenance schedule outline Rodney provided in November. The Department is analyzing road needs it can catch up on in 2020. Delayed maintenance was caused by understaffing in 2019. Dick distributed, and the Committee reviewed a partial plan for 2020 not including a Hopper Hill Road project and a culvert project on Bedford Road by Foxberry Road that are contingent on Warrant Article vote in March. Cochran Hill Road is planned to be improved from Greenfield Road to Lyndeborough Road as it will be used as an access route to the Lyndeborough Road culvert repair project that was recently approved for a \$250,000 grant. The Lyndeborough Road culvert repair project is planned for July and August and includes road improvements nearby.

The Committee will continue to consider a long-term project list such as keeping dirt roads or converting dirt roads to tar. The ten-year plan was prepared in the past. Improvements to Christie Road were discussed for consideration. It has been surveyed already.

The Committee may want to borrow the Police Department Jamar device in the spring to gather traffic count data on town roads. SNHPC also does traffic counts in spring and fall. New Boston expects a notification from SNHPC in March.

ADJOURNMENT: Rodney Towne moved to adjourn the meeting at 6:55 PM. Mark Suennen seconded the motion. All were in favor. The motion carried.

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on March 11, 2020 (5:30 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
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