

# **Town of Pembroke Roads Committee**

311 Pembroke Street, Pembroke, NH 03275

## **MINUTES**

**Tuesday, August 6, 2019**

Meeting called to order at 6:03 P.M.

1. Attendance: Present: Brian Seaworth, Buddy Curley, Richard Bean, Victor Ranfos, Paulette Malo, Jay Menard, Vincent Greco, Dean Williams  
Unavailable: Jim Boisvert, Tim Goldthwaite

### 2. Old Business:

- a. Culvert Inventory
- b. Review Trench Permit Application and Rules (Chapter 186)
- c. 3, 5 & 10 Year Road Improvement Plan
- d. Update 2018-2019 Road Projects
- e. Update Culvert Replacement

a. Still being worked on. Paulette was informed that the grant application for the Asset Management that Public Works applied for was approved for \$30,000.00 forgiveness.

b. The Committee reviewed Rochester's Trench Permit rules and regulations. They felt it paralleled the State's rules and regulations and was very thorough in its data requests. Pembroke needs to add information to mirror those of Rochester's (and the State's) and then add information from the rules to the application itself so it is clear and readily available. Items that should be on the application include inspections with dates completed, contractors information, excavation information, dates & times of work to be done, dig safe numbers, sketch of the work area, payment type, public works approval signature. Also, permanent patch completion inspection, the thirty (30) day inspection and 1 year inspection before the bond is released. Jay and Paulette are working on the update and hope to have the final draft ready for the next meeting. Then the new document will have to be approved by the Board of Selectmen. They also discussed Bonds which are currently held at Town Hall. The Committee feels they (or copy of) should be at Public Works attached to the permit file. In order to prevent the early release of any bonds, all inspections would have to be completed.

c. Dean Williams was here to discuss the latest forecasting report listing road work through 2028. Dean and VJ had made adjustments to the tables based on current changes in work done or being done in 2019. The charts are shown by years and alphabetical list of roads that are programed for work. The analysis breaks down costs per year and by category, (ie. crack sealing, paving, etc.). Annual repair costs and PCI charts have been worked out to 2028. They use report indexes of the network on a scale from 0-100 (bad to good) assigned to each road in which all roads have classification values. The average network value was 77 for Pembroke Roads. There are some roads that have no scheduled work even in ten years. The report totals also list how much is planned for each category each year. Although not part of the Roads Budget, the \$20,000.00 figure budgeted for crack sealing was added to the program so that the data in the

program could be used to address road conditions.

The program has unit prices already preinstalled but those numbers can be changed based on actual bid amounts. They discussed the numbers forecast and VJ said they were trying to stay within the \$300,000.00 value per year. The cost total listed for 2022 is higher but that is accounting for the Main Street project for that year. In order to stay within the estimated budgets, the roads can be changed and the items will be done in another year. The totals increase as the year's progress and reflect High priority roads that were pushed forward because there had not been money to take care of them earlier. Repair Costs and Repair Categories vary based on the greatest need. The charts show that in the first few years the town is getting a lot more miles done by doing preservation work as opposed to major repairs. The committee discussed the time frames that are used in the program to determine estimated needs for the categories of prevention or full restoration which are all used to prioritize that years plans. They continued to go over all the charts and maps Dean has provided. Paulette requested an updated 2020 map/chart for CIP tomorrow night. Inflation is also built into this program for projected costs. VJ explained that the costs have been pretty close to budget but pointed out that this program is for road surfaces only and any pipe work, etc. is extra and not reflected in the totals given by this program. UNHt2 has classes for budgeting officials and for public works personnel to show how helpful these programs are for cost calculations. Next class is on October 17, 2019.

The question of shim and overlay on Buck Street was brought up and then the question of how many culverts and pipes need to be replaced. No requests for those costs have been submitted to CIP yet. Discussion continued regarding the culverts town wide and being able to locate those to be replaced or repaired before paving. Keeping an inventory for annual review and specific information of each culvert (ie. direction and slope of drainage coming through, material they are made of, head walls, condition, etc.). Dean said they have summer interns that can do assessment of the culverts if the town wants that. There are over 70 attributes to look at when gathering data on any culvert. What, where, size, how long the run is, condition....There are CIP funds for culverts so Public Works should submit their requests annually to upgrade as needed. The Committee was hoping to have this done for the next couple of years so they could actually be ahead of the game and to continue each year thereafter. Dean will look into what they could do to provide this data.

d. Road update - All done except Glass Street and shoulder work needs to be done on Sixth Range Road but North Pembroke Road needs shoulder work done too. May postpone Sixth Range Road work and do shoulders on North Pembroke Road.

e. Nadine is finished.

### 3. Any Old Business:

Brian mentioned the San-Ken project is still in front of planning board. A road study was suggested by the Planning Board. They were suggesting that the internal road(s) remain private. If the roads were private those homeowners on the private road(s) would have to drag carts to the main road or their trash service would have to be private also. Roads Committee was against keeping it a private road because the connecting road makes access easier for fire, police and public works.

4. New Business:

a. Coring North Pembroke Road

a. The plan for next year on North Pembroke Road is to use emulsion injection. VJ met with Bruce Davis at Allstate Paving who explained that they core the road to check the base material to see what they would be injecting into and if the process is even feasible. They gave him a cost per square yard and had a minimum that worked out to be about 1 mile of road. The core charge is \$1500.00. If they were to get the bid that charge would come off the total. They said emulsion injection had a 192 months life (16 years). Two more years than normal paving life. VJ will check with Bow to see what their costs were for this procedure and how the maintenance has been.

5. Any New Business:

a. TRC: 307 Commerce Way and 13 Sheep Davis Road

b. Meeting with CIP August 7, 2019

a. There is a meeting tomorrow morning with TRC. 307 Commerce Way, they will be adding 2 buildings and driveway access for those buildings. 106 storage is part of this but across the street from this site. Some of the site plan was to be paved but is not. More traffic is apt to result with this plan. He currently has vehicles (unregistered) which is against 12 outdoor vehicle or storage containers. Detention ponds are not being maintained either. 7 existing buildings. Asphalt detention ponds are not working properly.

13 Sheep Davis Road, the veterinarian, is adding a building but they need to get a driveway permit from the State because they are on 106. We are mentioning it here tonight just to make the committee members aware so if anyone should ask about activity at that address.

b. The CIP meeting tomorrow night starts at 6:00 P.M. Recreation is first on the list, then Cemetery and then Public Works/Roads Committee 2020 requests will be discussed.

6. Accept Minutes: July 9, 2019

**Motion:** Vince accept minutes as written

**Seconded:** Jay

**Vote:** All in favor

Next meeting will be September 3, 2019 at 6:00 p.m. at Public Works Building

7. **Adjourn:** **Motion:** Paulette

**Seconded:** Brian

**Vote:** All in favor     Adjourned: 7:45 pm