

# Town of Pembroke

## Roads Committee

311 Pembroke Street, Pembroke, NH 03275

MINUTES

Tuesday, February 4, 2020

Meeting called to order at 6:00 P.M.

1. Attendance: Present: Buddy Curley, Jay Menard, Vincent Greco, Victor Ranfos, Paulette Malo

Unavailable: Brian Seaworth, Richard Bean, Jim Boisvert

2. Old Business:

a. Culvert Inventory

b. Review Trench Permit Application and Rules (Chapter 186)

c. Roads for 2020 paving

a. VJ said that the Culvert Inventory will be done over the summer.

b. They reviewed the permits and discussed two spelling errors ('not' should be 'no'). They discussed updating the form, regulations and fees which were last raised in 2004. The Dig Safe number was not listed on the draft so that will be added. Also added to 'Permit Procedure' was "#7. NO permit shall be issued from November 15<sup>th</sup> to April 15<sup>th</sup> unless an emergency at the discretion of the Public Works Director or Designee (Chapter 186-2)." This was also added to Chapter 186-2. The current fee is \$150.00. They had a lengthy discussion about raising it and how to list it on the permit. Inspection times vary depending on the project and the confidence level the Town has in the contractor. The new permit lists three inspections. (Completion Inspection, 30-Day Inspection and 1-Year Inspection). The Committee felt changing the fee to \$300.00 would cover those inspections. They discussed how the fee should be addressed in the regulations and what it takes to make further changes in fees. (Board of Selectmen decision, public hearing or a town vote) Tonight's changes will have to go to Legal for final approval of wording. Changes to Chapter 186-10 were considered. The Bond requirement should also protect the Town to make sure the project is done correctly. Restoration section 186-10 wording was reviewed. They wanted the language in the regulations to point back to the permit document (an addendum) if there are any changes in the fees or other specific items. Changes were noted and someone will meet with David Jodoin to seek approval or additional adjustments to both the permit and regulations and those will be addressed at the next meeting of the Roads Committee.

c. There was concern raised as to if the budget would cover all the roads listed. VJ felt that they still wanted to do North Pembroke Road emulsion. Then they discussed Buck Street. There are 5 culverts that need to be replaced before the road work. Shoreline permits have to be obtained from the state for those culverts. There is also a housing project pending for Wilkins Avenue. They decided that the culverts should be done this year and hold off on the pavement until next year. Discussion continued regarding the housing

project and what needs to be presented to the builder regarding the paving responsibilities of the builder during the Planning Board process.

The paving bid needs to include the replacement of those culverts this year. The Town engineer informed the Town that both sidewalks were going to remain on Main Street. This was after it had been decided to eliminate one sidewalk because the telephone poles are to be moved to the side of the road where the sidewalk will be removed. Back to 2020, may eliminate overlay on Buck Street. Front Street (mill & fill) may get moved to 2020 list if Buck Street is pushed off to 2021. Vibration consideration was discussed as to what should be done on Front Street because of the apartment building wall. Exchange Street could be moved up too. They discussed whether North Pembroke Road should get 3" this year or 2" this year and the final 1" next year. VJ will call for confirmation on the preferred method for better longevity. Shimming parts of Buck Street this year should carry it through to next year.

Chip seal, double chip seal and emulsion injection descriptions were reviewed by the members. Need price/ton on each. VJ wants to send out bids specifying which roads will get the single chip seal and which would get the double chip seal. Asphalt Stabilization also needs to go out to bid. Seismograph testing needs to be included in the bid for Front St.

3. Any Old Business:

a. North Pembroke Road bridge

a. David Cedarholm, the engineer from the City of Concord, came in to the Board of Selectmen meeting last night to briefly discuss the North Pembroke Road Bridget project. It will go out to bid in May with a start date in November and a completion date scheduled for April.

4. New Business:

a. Beacon Hill Road (lower)

a. Needs attention. It has not been touched in ten years. It could be shifted to the list for an overlay.

5. Any New Business:

6. Accept Minutes: January 7, 2020

**Motion:** Vincent accept minutes as written

**Seconded:** Jason

**Vote:** All in favor

Next meeting will be March 3, 2020 at 6:00 p.m. at Public Works Building

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

**Seconded:** Vincent

**Vote:** All in favor

Adjourned: 7:30 pm