

Town of Pembroke Roads Committee

311 Pembroke Street, Pembroke, NH 03275

MINUTES

Tuesday, July 7, 2020

Meeting called to order at 6:02 P.M.

1. Attendance: Present: Buddy Curley, Vincent Greco, Brian Seaworth, Karen Yeaton, Paulette Malo, Victor Ranfos
2. Unavailable: Jay Menard

2. Old Business:

- a. Culvert Inventory
- b. Main Street project

a. Everyone got an email of a sample draft of the report to be used. Some were unable to open the attachment. They called Dean from the meeting for an explanation of how to use the program. The program will provide a map of what structures are in a given area when the town is going out to do another project. He was asking the committee how they would use it and if they had suggestions for more details. Paulette asked how can we use this in conjunction with MS4 and what they are requiring in their reports? They want the program to list an overall condition of structures too. Dean said that any pictures they take are also available in the cloud. Currently, the Town is not able to add data to the program. When repairs are done, we would like to be able to update along with the dates of those repairs. Dean will try to prepare a list of what this program will do. Then the committee will review and provide suggestions for the town's needs. Once Dean hung up, the committee continued to discuss what their needs will be for MS4.

b. Main Street project update: Paulette had asked David Jodoin for this information. It is still in the plans to be done 2022 but the poles will need to be moved. VJ checked with Eversource and was told that the poles are not Eversource poles, they belong to Consolidated Communications (phone company). It was suggested that it is more cost effective to put in a cross walk instead of sidewalks on both sides. We still have not been provided with actual plans. Conceptual plans are the only ones that have been made available. The Town cannot put in the work request for the poles to be moved without the final plans. Then public hearings will have to be held. To be on schedule, the poles will need to be moved by fall of 2021 so the project can start in the Spring of 2022.

3. Any Old Business:

- a. 2020 Paving Projects
 - i. Full Depth Reclamation w/Asphalt Stabilization
 - ii. Paving
 - iii. Buck Street Culverts

- i. This was started on Monday on North Pembroke Road. Reclamation should be done by Thursday in preparation for the base coat.

- ii. GMI is planning of the paving that base coat Friday, weather permitting.
- iii. Mike is putting together the specifications for the Buck Street culvert replacement. He estimated that all five (5) should cost about \$35,000.00. He will be sending out the RFP's next week. The committee discussed the pros and cons of the Town doing the culvert work themselves. There are instances when it is feasible but other times it is better to hire it out to companies that have more appropriate equipment to complete the job. Some of the ditching is done by the Town. Maintaining is easier for the Town to take care once the ditches have been established..

4. New Business:

- a. MS4 Permit Culvert Replacement Cost 2021 Road Projects
- b. Construction/Roadways: Roadway acceptance rules and regulations
- c. Update 5 Year paving plan for CIP for 2021
- d. Projects for 2021
 - a. Buck Street projects estimated at \$35,000.00 for the five (5) listed.
 - b. The Subdivision of land regulations includes these rules. Must meet the planning board requirements. It is the developer's responsibility to meet these requirements. In reviewing the rules it was determined that the developer can pay the Town for winter maintenance. Trash pickup of regular household refuse only would be on the Town to take care of. The committee continued the conversation regarding the liability issues involved with road maintenance and the costs that the Town can charge the developer. If these fees are not paid, the town can put a lean on the property but it is still important that emergency services be able to access the residents in need. They also discussed the timing of paving in the development and that it is up to the Town Engineer to determine if the base coat will hold up before the top coat is applied. In this instance, the base was put down when the ground was frozen and construction equipment is still running on the base coat. The concern is that it will not meet the inspection criteria.
 - c. Dean and VJ have exchanged emails but an updated 5 year paving plan was not available for this meeting.
 - d. Recommendations for 2021 include the roads that were not done this year due to budget cuts. Each year we are getting further behind and would like to request additional funds for these projects to try to get caught up. The projections of 7 to 10 years shows that the Town is underfunding the roads budget and shows continued decline in road conditions. We want the CIP committee to be aware of this underfunding. Instead of asking for say \$300,000.00 in one year, maybe they would consider an increase of \$50,000.00 to \$75,000.00 each year, it would be easier to present to the tax payers and it would allow a gradual increase in properly maintaining the roads to avoid poor road conditions. The budget of \$600,000.00 has been the standard for the last 20 +/- years, but each year there seems to be reasons to take from this fund, most notably paying off bonds. This takes away from the roads in need of repair. The list currently has a total for the projects of \$534,106.00. VJ recommended changing #7 on the list to full depth reclamation instead of shim/overlay (section of Borough Road), Estimated at an additional \$84,000.00.

5. Any New Business:

- a. Trench Permit
 - a. Crack sealing request from a resident is not addressed in the permit. But the contractor still needs to come back next year to top coat the areas that they cut and patched.

6. Accept Minutes:

a. June 2, 2020

Motion: Vincent accept minutes as written

Seconded: Karen

Vote: All in favor

Next meeting will be August 4, 2020 at 6:00 p.m. at Town Hall

7. Adjourn: Motion: Paulette

Seconded: Karen

Vote: All in favor

Adjourned: 7:16 pm