

# *Town of Pembroke*

## *Roads Committee*

311 Pembroke Street, Pembroke, NH 03275

### MINUTES

Tuesday, April 5, 2016

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

1. Attendance: Present: Oscar Plourde, Buddy Curley, Brian Seaworth, Jason Menard, Paulette Malo, James Boisvert, Alternate Fred Kline, Selectmen

**Motion:** Buddy motioned for Oscar Plourde for Chair

**Seconded:** Brian

**Vote:** All in favor

**Motion:** Paulette motioned for Buddy Curly for Vice Chair

**Seconded:** Brian

**Vote:** All in favor

2. Old Business:

- a. Update on 2015 Roads projects
  - b. Update on Pembroke Hill Project
  - c. Upper Beacon Hill
  - d. Recommended roads for 2016
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- a. Roads completed in 2015 were Kimball, Noyes. There is no 2016 budget for roads this year. The work to be done this year is covered by encumbered funds for Advanced Paving to finish what was started last year. Then we are adding Micol Road, Melissa Drive and Ross Road and they will be completed based on last year's prices. The top coats are included for Noyes and Kimball St. with the encumbered funds. Nothing going to bid this year. The reason for the budget being cut is the issue of North Pembroke Road Bridge. We needed to come up with \$335,000.00. David Jodoin stepped into the meeting at this point and answered questions the Roads Committee had about this project. The city of Concord is doing the over sight and will fund only \$40,000.00. Their intent was to only fund a 'rehab' for the bridge. Town of Pembroke will pay approximately \$335,000.00 which will cover enlarging and new construction. The percentages shared had been discussed last year (Federal, State, City and Town) and the Roads Committee members wanted to note them again. David explained that we are still waiting for the full specifications. NHDOT submitted two preliminary estimates and the City of Concord and Town of Pembroke are having problems getting information back from Nancy Mayville on what the final cost is going to be. The 'high' cost is estimated at \$1,475,000.00 for the entire project. Concord is planning only \$40,000.00, which would be their portion of the cost to do only a 'rehab'. The Town of Pembroke wants to make it bigger and brand new resulting in our cost being higher. Concord will be municipally managing the project.

That includes handling all the paper work, pre-bids, all that stuff and monitoring the whole project using their engineering department. So we don't have to go out and hire an engineering firm to monitor it for us. Discussion continued about the involvement of the Federal, State, City of Concord and the Town of Pembroke. Roads Committee members were concerned about the towns control when the City of Concord will be in charge. Jason felt it was a huge conflict of interest for an entity who wants nothing to do with the full project to have control over the bidding process and management of the project. Nine years ago a repair job was done. Concord watched the work and the engineering was done by the State and City. The Town of Pembroke helped the State by providing our equipment, trucks and our labor. So who has the final say in the project development, the State or the City of Concord representative to the State? The State per David. The State is doing the design. David said there is a communication problem with the State right now. He is not getting responses from them. Further discussion touched on the conflict of interest for the City of Concord because their reasons for not wanting to pay for this because they are worried about the redirection of traffic flow for business. This is why they don't want the expansion of the bridge. That's why he (Jason) feels it is a conflict of interest to have them overseeing a project that they don't want to see to happen in the first place and he feels that this is a management problem for the Town. He was not disagreeing with the fact that it is a money issue, because in the longevity, yes it is but for us as a municipality it is a management nightmare. If it were the State issuing the directives to both Town and City, then it would not present the same problem. They discussed the percentage of ownership of the bridge and how the finances worked nine years ago and then other ways to get around the bridge. Since the bridge is not going to be done until 2017, they discussed putting back on the agenda for the next meeting. Concord still doesn't have the money in the Capital Improvement budget and have reached out to the State and said how much is this going to cost so they can put their portion into their CIP. They will probably be starting their budget in May or June this year. So preliminary work is being done in 2016 with the bridge actually being done in 2017. The budget issue was then brought up by Oscar. Why are we using our current budget for a 2017 project? Paulette explained that in the budget process they were looking for a ways to cut the municipal budget. And Brian suggested the roads budget. She said not to cut it or they would never get it back. As far as she is concerned the bridge is part of the road structures. They discussed current and future roads budget monies and Jim explained where the encumbered funds were going. (\$451,000.00, of that \$283,000.00 to Advanced Excavating to complete last year roads, \$150,000.00 for Safe Routes to School and \$22,000 to KV Partners for engineering.) The 2016 budget is zero. Oscar was concerned that that put future budgeting for the Roads in jeopardy. Fred explained that the money is still in the budget but it is being utilized for the bridge. Discussion continued about how the money was earmarked. Jim said they are still waiting for word on the Safe Routes to School project (from the Federal government). There will not be any new roads done this year, but those scheduled for top coats will be done. Micol Road slip lined in the culvert, Ross Road and Melissa Drive will get new pipes and on Ross Road two new headers. Kimball Street needs drainage work to fix it before final coat at one particular driveway. Discussion continued as to how it will be fixed before or by the final top coat.

- b. Pembroke Hill project update, everyone is waiting on Safe Routes to School because of the sidewalks interfering with the top coat. The aprons on driveways cannot be done, the

curbing cannot be done and there is also a sign that is part of the project that must be included before the final top coat can be applied. With the bidding and rebidding process causing delays, this could also cause a breach of contract on the part of the Town. This is not good business practice and someone needs to make this known to those causing the delays that we could lose the funding and the contractor, who work is being held up from completing his contract with the Town. Discussion continued with who was responsible for the process: Selectmen, Town Administrator, Planner and Code Enforcement Officer. The other issue with Pembroke Hill was that the sewer lateral was hit in two spots on the corner of Chappell and Perley. A backup last fall into a basement, Merrill did come and put in two new pieces. Then another backup in January or February (same exact spot), the fernco was the wrong kind and it collapsed their pipe when they tightened it and caused another blockage. The second section where they broke closer to the catch basin, was separation from the two pipes and the fernco. Paulette's recommendation is for a whole new lateral so there would be no more issues. If you put in a whole new pipe, the issue as to who would pay for it came up. She went to the Sewer Commission and came back with, if there are two breaks or more during construction on a lateral, that lateral will be replaced at the contractor's expense. There was also a break on Rowe Avenue and it was replaced. Discussion continued about construction issues, with broken pipes, and Elm Street and Girard Avenue, where the hot top and berm has caved in. There are problems underneath the ground. These are Merrill issues. Two weeks ago, we were told by Merrill's representative that they were going to take care of it. Other drainage issues were discussed, Mike told Jim that the issues were going to be taken care of. There are still eight things on the punch list, some of which are a hazard. Structure(s) for the retention pond came in wrong, so Merrill is to modify to fit properly. October 28, 2015 this was documented. The Roads Committee is making note here that the liability falls on the contractor. Back to the Safe Routes to School, Jason stated that someone needs to contact whoever is in charge and that the sign issue needs to go away, since it is holding up construction. There is no sign up there now and everything is going along fine. Road signs could be put in as temporary signs.

- c. March 28, 2016 plan on Upper Beacon from the engineer is here for review. Jason is taking the plans for Upper Beacon and Loop Road projects. They will need to come back to Public Works. Closed and open ditching both on plans.

- d. Recommended roads for 2017 we will start with the new list after the data is collected.

3. Any Old Business: None

4. New Business:

- a. CNHRP Transportation Data Collection Program – 2016
  - b. Pembroke Loop Road project
  - c. Roadway Maintenance Issues RSA 231:90, 231:91 and 231:92
  - d. Five Year CIP
  - e. Ten Year CIP
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- a. Paulette and Stephanie have been communicating about what the traffic counts are now and what they would be if either or both of the pending building projects are approved and built. One of the plans is for 110 units. The other had an apartment plan which was

not approved but there is still enough property to build 187 units. So the traffic routes need to be considered. Whittemore Road, Donna Drive and Bow Lane are the roads to be affected by these developments. So Stephanie and Paulette thought checking the current traffic counts on these roads would be a good place to start. Stephanie will provide traffic count road(s) preferences to CNHRP Transportation Data Collection Program.

- b. Pembroke Loop Road project plan also available for review. Jason took this one also for review. Needs to come back to Public Works.
  - c. David Jodoin wanted the Roads Committee to see these RSA documents. Liability issues if roads are not properly maintained. The enforcement of the RSA is the Selectmen and Public Works.
  - d. The list of all the roads should be part of the CIP process. It should include culverts and sidewalks. Future road projects were brought up and a list of all roads should be continued with the dates they were last done and the conditions of each now. (Note: 1. poor, 2. ok or 3. good) Paulette felt that since the Public Works crews were on the roads they should know what the condition of the roads are. And could update the chart of roads with that information. There has been a lot of work done in the last ten years. They all agree on that but Fred wants to know where the full list of roads went. If there is a line for sidewalks, just put the footage. Width would be ok to note also but the linear footage is most important. David said it would be a good idea to have this committee drive the roads to prepare this list because there are members of the CIP committee who will do just that to see if these roads are in the condition(s) noted on the list. Oscar was concerned that if the Roads Committee puts roads on the list that CIP members will go and take them off without having the knowledge to make a clear decision. Brian and Paulette both said that CIP does not 'knock' things off the list, they just rate the items. Question raised as to when the committee stopped being a commission. About nine or ten years ago it was changed. The topic of Nixon Road came up as to ownership, maintenance and if paving is ever going to be addressed. Jim will go over the list of roads and get as much information as possible, catch basins and culverts. Jason will rate all the roads, linear and width footage. Then someone can verify data. Paulette will remove all state roads and email the list to Pubic Works.
  - e. After the road list is completed it will be easier to compile the list for a 10 year plan.
5. Any New Business:
- a. Digital Recorder to be purchased for meetings there was a discussion about how hard it is to get the tapes for the current recorded with 60 minutes on each side. Jimmy told the committee that he will give Chris permission to purchase a digital recorded in the morning.
  - b. Discussion of State repaving top of Broadway and why it is State and not town and how it affects the driveways.
6. Accept Minutes:
- a. December 1, 2015

**Motion:** Buddy motioned to approve minutes

**Seconded:** Paulette Malo

**Vote:** All in favor

Next meeting May 3, 2016 at 6:00 at the Public Works building

7. Adjourn: 7:41 pm

**Motion:** Paulette motioned to adjourn

**Seconded:** Buddy

**Vote:** All in favor