

Town of Pembroke Roads Committee

311 Pembroke Street, Pembroke, NH 03275

**MINUTES
Tuesday, August 4, 2020**

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

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

2. Old Business:

- a. Culvert Inventory

a. After what the committee discussed at the last meeting, VJ talked with Dean (CNHRP) to list what we need the inventory to list. Material it is made out of, size (diameter and length), condition, elevation and location (including if permits are needed). All information needs to be used in conjunction with paving projects to make sure issues are addressed beforehand. VJ mentioned that we would like to be a year ahead on the culvert repairs and/or replacements before paving was done. There is a \$30,000.00 asset management grant in the works, which VJ wanted to know if the culvert inventory data base could be piggy-backed with that. VJ will set up another meeting with Dean to present our needs for the inventory.

3. Any Old Business:

- a. 2020 Paving Projects Updates

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

- i. The Full Depth Reclamation and Asphalt Injection Stabilization done on North Pembroke Road.

- ii. GMI has applied the base coat on North Pembroke Road and the top coat is scheduled for next week (August 10th weather permitting).

- iii. Of the nine companies who picked up the bid specifications, only two bids were received. One without insurance certificate. There had been a completion date of September 15th in the bid and that might have been the reason for so few bids were received. Those bids were about \$15,000.00 more than the expected costs. VJ thought it should be put out to rebid so we get at least three responses.

Motion: Karen made the motion to put back out for bid.

Seconded: Brian

Vote: All in favor

The Roads Committee will send a recommendation to the Board of Selectmen, for their August 17th meeting, to rebid the Buck Street Culverts. Also extending the completion date to Nov 1st and rewrite specifications to include submitting an Insurance Certificate with the bid.

4.New Business:

a.Update 5 Year paving plan for CIP for 2021

b.Projects for 2021

c.5 Hillcrest – Jesse Hall

a. Going over the list, it was noted that the total is high due to the fact that leftover projects were added to the list. There was hope for some stimulus money from the government, but that is not a certainty. Hopefully, the Town will budget \$600,000.00 for 2021 of which \$300,000.00 goes to the bond payment so that will leave approximately \$300,000.00. VJ said that Paulette suggested asking CIP for additional funding of \$100,000.00 to \$150,000.00. The funds request process goes from CIP, to the Board of Selectmen and then to the Budget Committee before a decision is made. Karen discussed the issue of trust between departments and the public and thought that it would be a good opportunity when requesting funding to have precise explanations for those needs. That might help establish that trust and make it easier for the committee members and residents to agree on funding projects. Karen asked that VJ be prepared to provide supporting facts for the need for funds including the long term cost of ‘not’ doing projects. The new program gives projections of deterioration of the roads. These facts have to be explained including the consequences of not fixing roads in a timely manner must be emphasized, so that the need for more funds is fully understood. Using Hillcrest as an example of the cost of not doing repairs, can result in personal property damage claims toward the Town. The more data that can support the need for funds helps those committees make a good business decisions. They need to be able to trust that the facts presented are accurate. The committee continued discussing the best way to request additional funding for the roads to make sure those in the decision making positions understand the importance of maintaining the Town assets of our roads. The current annual roads budget has been stagnant instead of increasing with the cost of products increasing. Having discussed the projection program, they want to make sure that issues like Hillcrest don’t get overlooked because they are a low priority road. It is still important to maintain all roads. When VJ was working with Dean on the program, they took into account that the annual budget was \$300,000.00, but by using that as a guide the list just keeps pushing roads further behind. They need to find a way to avoid having roads slip through the cracks.

b. They looked at the list for 2021 and realized that the budget was not nearly enough to complete all projects listed. They all agreed that doing any of the projects correctly the first time saves the Town in the long run. They discussed the formula that puts roads on the priority list and what needs to be factored in so that roads low on any priority list (by definition), but in dire need of repair, get put back on the list to be done. Whether the issue is town vehicles being damaged or resident’s personal property being damaged which in turn comes back on the Town, they all agreed there has to be something added to avoid roads falling through the cracks. It was pointed out that before this program came to be, road repairs were prioritized by keeping the better roads in good condition and determining where the budget money could best be spent, which ended up bumping those other roads. Karen wanted to know if the data that produced the list of roads was static. She was told that the program has a factor built into it that reflects normal deterioration of the roads. That factor could be adjusted and it was still recommended that actual conditions be verified about every five years. Regarding Hillcrest, a DPW call needs to be made (outside the program data) to put the road on the list.

c. Jesse Hall of 5 Hillcrest Avenue, came to discuss his complaint about some water control issues on Hillcrest Avenue due to improper drainage because of lack of maintenance. He brought in a video of the water coming onto his property. It's the second house on top of the hill. VJ said he went up to look after the complaint was received. Then he did some digging in files and found plans from 2017 pricing repairs for Hillcrest, Fairview and Union. The only one that was taken care of was Union Street. The other two were put on the back burner because of costs on Union and were not addressed in the next year. Paulette said that old sewer drainage in that area was replaced in the 70's and the old drainage became part of the town's storm drainage system. They then discussed how the drainage is laid out in the area of Hillcrest and in front of the Hall's property. They had looked for a drain manhole and could not find one. The committee looked over the 2017 proposal and discussed why it wasn't done then. The Union Street project ran into ledge which used up more of the budget, not leaving enough to do the other two roads. Karen asked for the linear footage of the Hillcrest project and it was determined to be 665 feet with jog section. She wanted to know what the process for prioritizing road projects was. VJ said that he wasn't sure how it was determined in 2017 but that the new system we are using takes into consideration several factors to decide which roads should be done first. Some roads are low priority because of the number of residents and the amount of traffic and that is probably why Hillcrest was not done. Reviewing the new list of road projects, Hillcrest was not found. Even though this is a low priority road, it was discussed that there is a hole in the asphalt thought to be caused by a tree company dropping a tree on the road. That impact made several years ago has now eroded into a major dent. VJ felt it should be brought back onto the current list. Issues like this back the idea that more money needs to be put into the roads budget annually so that the Town does not continue to get behind on the maintenance needs. The Committee continued to discuss this issue, mentioning that when the Broadway project was done, the side streets were to be connected to the new drainage and most were done. They said Hillcrest should be added back onto the list. Even if full repair wasn't scheduled until 2022, something should be done in the meantime to alleviate the drainage problem. Mr. Hall said that the water flow from the road is undermining his driveway and the area beside his house between the two yards. Short term, a swale might take care of the flow until full repair can be completed. The committee viewed the video Mr. Hall brought in and discussed the flow. Mr. Hall suggested where the swale should be cut and redirected and all talked about a hand tamped berm placement and the current piping that exists. Then Mr. Hall wanted to know who was going to take care of the costs in the yard. The Committee said they could take care of the road but not any damage on his property. Mr. Hall may direct his other questions to David Jodoin.

5. Any New Business:

a. Crack Sealing – Tabled Discussion – Storm Call, trees down

- a. \$20,000.00 budget limited the amount of crack sealing because of condition of the roads, only Ryan Drive and Wellington Way were done. Ryan Drive was in worse condition and used more material than expected.

Discussion Tabled, VJ was called for storm damage, trees down and had to leave the meeting.

6. Accept Minutes:

- a. July 7, 2020

Accepting the Minutes was Tabled since both VJ and Paulette left for storm incidents.

7. Adjourn: Motion: Buddy

Seconded: Jay

Vote: All in favor

Adjourned: 7:50 pm

Next meeting will be September 1, 2020 at 6:00 p.m. at Town Hall