

Town of Pembroke Roads Committee

311 Pembroke Street, Pembroke, NH 03275

MINUTES

Tuesday, December 1, 2020

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

1. **Attendance:** Present: Buddy Curley, Jason Menard, Paulette Malo, VJ Ranfos, Adam Mendoza, Karen Yeaton, Brian Seaworth
Unavailable: Vincent Greco

2. Old Business:

- a. Update 5 Year paving plan for CIP for 2021
- b. Projects for 2021
- c. Littlefield sidewalks
- d. District 5 – 16165J – Resurfacing Various Tier 2, 3 and 4 Roadways by NHDOT 2021

a. The only change from the last meeting was to add Hillcrest Avenue and Borough Road to the 2022 list for 1.5 inch top coat.

b. For 2021 they changed Borough Road and Hillcrest Avenue to 2.50 inches of base instead of 4 inches. VJ talked to Allstate Asphalt about chip sealing and was told that the prices should stay the same for next year. VJ also mentioned suggesting to the Board of Selectmen that a survey of Hillcrest Avenue be done to include drainage. There is a lot of water coming from the cottages. John from Advanced Excavating had given VJ a written summary of what was visually found. The Committee discussed drainage issues in that area and whether the catch basin at bottom of Hillcrest was a State basin. If all the drainage heads for that catch basin it should be all set. Considering the length of Hillcrest Avenue (660' to the center of Broadway) they thought a catch basin should also be in the ell. The discussion lead them to agree that a survey was needed but they did not feel an engineered plan for drainage was needed.

c. VJ talked with Elaine in planning about the sidewalks in Littlefield and the town does have a 50' ROW. They concluded that the sidewalks should be done before the road which was last rebuilt 8-9 years ago. Riverview is not on the 10 year plan. There is sloped curb on both sides of the road and the sidewalks were done about 12 years ago. It was agreed that the whole thing needs to be redone. VJ thought there is a capital outlay fund for sidewalks and he will discuss that with David. It was mentioned that sidewalks need to be 5 feet wide to meet Federal requirements for any assistance in funding. The Town owns the cul-de-sac and that is accounted for in determining the total length (1675' of sidewalks as well as the number of driveways 13-15 feet wide each) of the sidewalk replacement. Paulette asked VJ and Karen if there were any funds left over which will need to be encumbered, and if so, contracts need to be in place for that to happen. She wondered if that money can be put toward the sidewalks. VJ said he already had numbers for chip sealing and thought the encumbered funds should go in that direction.

He felt that estimates for the sidewalks could be incorporated with the road bids next year.

d. District 5 plans were discussed at the last meeting. They need to meet with the State in the spring to make sure Academy Road is done in a manner to avoid water drainage issues on Meadowlark Lane. The berm that is there was placed because there was a lot of water flowing the wrong way.

3. Any Old Business:

a. 2020 Paving Projects Updates

i. Paving (Dudley Hill Road)

a. Dudley Hill Road all set. GMI came in and put down 2.5 inches of base. Public Works raked and compacted the shoulders which greatly improved them.

4. New Business:

a. Culvert at 935 Borough

a. The culvert in question is located just before the driveway at 935 Borough Road. It is an old 18 inch metal pipe and is badly rotted. VJ got quotes from GMI for \$7500.00 and Merrill Construction for \$8000.00 to replace that culvert. VJ would recommend GMI and asked them if the Board of Selectmen approved this on December 7, 2020 would they have time to do it this year and was told yes. That is the only bad culvert on that road. Next year we plan to reclaim and pave that part of Borough Road. The culvert at North Pembroke Road needs to be ditched on the inlet side. The Committee discussed bids for next year's paving and plan to have them ready in February for the committee to review. They would like to see the list before the meeting to be able to make any changes before they actually meet on February 2, 2021. This can be done by email. The bids could be sent out and then the Selectmen would be able to approve awarding the bid just after Town Meeting.

5. Any New Business:

a. Adam Mendoza was introduced as the new Highway Foreman

6. Accept Minutes: November 9, 2020

Motion: Brian to accept minutes as written.

Second: Jason

Vote: Two in favor, three abstained

7. Adjourn: Motion: Brian

Seconded: Karen

Vote: All in favor

Adjourned: 6:36 pm

Next meeting will be February 2, 2021 at 6:00 p.m. at Town Hall