

Town of Pembroke

Roads Committee

311 Pembroke Street, Pembroke, NH 03275

MINUTES

Tuesday, June 1, 2021

Meeting called to order at 6:03 P.M.

1. **Attendance:** Present: Brian Seaworth, Buddy Curley, Paulette Malo, VJ Ranfos, Adam Mendoza

Unavailable: Jason Menard, Vincent Greco, Michael Crockwell

2. **Old Business:**

- a. 2021 Road Paving
 - b. 2021 Crack Sealing
 - c. 2021 Sweeping Schedule
 - d. 2022 Road Paving
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- a. GMI did the top coat on Dudley Hill, so that one is complete. We are waiting for Water Works to do their work on Front Street and Exchange Street. They are supposed to start Front Street on Thursday and per a conversation with Matt (Water Works) it should take a couple of weeks, then we can mill and fill. GMI met with VJ last week to walk the projects. They will be doing Exchange Street, Front Street, Hillcrest Avenue and Borough Road from North Pembroke Road to the Chichester town line. Chip Sealing will begin June 15, 2021 per Bruce Davis of All States Asphalt, Inc. They will do Ryan Drive and Cross Country Road from North Pembroke Road to the Chichester town line and Wellington Way. They are doing a Double Chip Seal on Ryan Drive.
 - b. Crack sealing has not been scheduled yet.
 - c. Sweeping is in process, the Immaculate Sweeping driver is new and is slow but is doing a thorough job. He is cleaning up the tailings before moving on to the next road.
 - d. As far as the 2022 paving projects, there was a meeting last week with representatives from Public Works, our Town Engineer, an Eversource Design Engineer and Consolidated Communications. They walked the Main Street project. VJ told Mike Vignale that they were planning a Public Hearing for June 16, 2021. They are hoping to be able to send out the bid proposal in late October. VJ is meeting with Dean Thursday to make adjustment in the paving /preservation schedule. VJ and Adam have attended classes on road preservation and both feel that different approaches should be applied to the preservation plans of some roads. It was mentioned that the top section of Brickett Hill is in pretty bad shape.

Brian attended a Merrimack County meeting regarding funding. The federal government is basically sending those funds to big cities and counties and some may get sent to the towns but this meeting was based on what Merrimack County was going to do with their money. Tentatively CIP projects that fit the definitions might qualify for any left over money, so infrastructure needs could be considered. He thought that some of the things we are doing with roads, possibly culverts, might also qualify. The presentation was still vague but the county might be flexible with the funds so the towns might get approved to use these funds. Just something to keep in mind. The other thought is that there is apt to be a worker shortage for those qualified to do these projects as they will have already accepted projects in other towns.

3. Any Old Business:

a. Update of Culvert Inventory

a. VJ will be meeting with Dean this Thursday. He also said that the Asset Management Program has been approved. By combining the Culvert Inventory project and the Asset Management programs duplicate actions should be avoided.

4. New Business:

- a. 10 Year Paving/Preservation Plan
- b. GMI Proposal for Exchange Street Project
- c. Trench Permits/Crack Sealing

a. There is about 1 million dollars per year in the 10 year plan. If we only have \$600,000.00 annually we are falling behind on maintenance. We really need at least \$750,000.00 annually to stay on top of the Ten Year plan. The million dollars comes into play when the town wants to bond projects. Since \$750,000.00 is not enough to bond for preservation, adding Main Street and the \$160,000.00 to replace the curbing in Sherwood Meadows, which does not include the paving, there is enough to consider a bond. If there is any surplus money, it would be beneficial to use that instead of any of the \$600,000.00 to try to get ahead on our maintenance plans. They continued to discuss just how they could get ahead of their plans not just even, then they would stop having to push roads into the future plans, further postponing proper maintenance. MS4 is coming into play this summer and those costs will be expensive but they are required. What the Asset Management Plan will do is still being worked on.

b. A proposal from GMI for sidewalk work on Exchange Street was presented. The section is about 325 feet from mid Exchange Street back toward Pleasant Street, as well as a manhole cover. They discussed this proposal and decided to make a recommendation to the Board of Selectmen.

Motion: Paulette made the motion to recommend to the Board of Selectmen to accept GMI's proposal for the removal and replacement of a section of sidewalk and bituminous berm (curb) for the amount of \$9,333.50. The funds for this should come out of the sidewalk account.

Seconded: Brian

Vote: All in favor

c. They discussed the need for requiring crack sealing for those taking out trench permits. This would involve Water Works, Liberty Utilities and a couple of other contractors doing pavement cutting. They discussed ways to cover the cost and if part of the trench permit, the Board of Selectmen would have to approve any changes to the permit. Another way to make sure the roads don't fall into disrepair at these cuts is to purchase a machine to take care of. After a lengthy discussion, it was decided to review the trench permit to add this as a requirement.

5. Any New Business:

a. VJ received a letter from a resident on Borough Road requesting that the road be engineered before repaving and he wanted the committee to be aware that this resident may come to the next meeting to discuss this. He is concerned about his driveway washing out. Work has been done in that area including a culvert. They started to talk about aprons at the driveways on this road and if the Town fixes one, are they responsible for putting new aprons on all the driveways. VJ will look into that. Driveway culverts are the responsibility of the homeowners. Letter to resident recommended. Depending on what the town does to the road it has to be clear who is responsible for what as far as driveway pipes and drainage.

b. Brian mentioned that the Planning Board is talking about sidewalks. Where they are required in a new subdivision, some members want more, some want less and they want the specifications for the sidewalks included for the designs. Some diagrams show curbing right up to the sidewalk. Once a sidewalk is put in it becomes the town's responsibility to maintain (snow removal etc.) Location of the sidewalk to avoid telephone poles. One side of the road or the other, to avoid those poles. If each subdivision is required to put them in, eventually the town would have a smaller project in connecting all these "sidewalks to nowhere". With Open Space plans, they have homeowners associations and need to be aware that they would require that they have a plan to maintain and do their own snow removal, etc. However, it seems that the Town cannot enforce homeowners associations actions. People tend to stop supporting the associations and then maintenance falls off. Talked about cul-de-sacs, and their maintenance. Whether the center is left to grass (green space) v. paved. Who will maintain and finally when sidewalks will be matched to cross walks.

6. Accept Minutes:

a. May 4, 2021

Motion: Brian motioned to accept as written

Second: Paulette

Vote: All in favor, Buddy abstained

7. Adjourn:

Motion: Paulette motioned to adjourn

Seconded: Brian

Vote: All in favor

Adjourned: 7:06 pm

Next meeting will be June 29, 2021 at 6:00 p.m. at Town Hall