

Small Roads Project Meeting Minutes – June 21, 2022

7pm in the Town Hall

Attendance: Members: Jen Bland, Gregg Thibodeau, Ray LeClaire, Frank Emig **Guest:** Mark Goodwin

- Motion made and 2nd (KB/JB) to approve meeting minutes from June 1st. Motion passed.
- **Reviewed completed and upcoming physical road inspections**
 - Recommendation made and agreed to break Ryan Road out separately because of its length.
 - Decision made to address Hogland/Parson Roads and Nelson/Langdon Roads next. Also recommended using the two team and conducting inspection of Hogland/Parson on 29 Jun, with Brenda, Mark, Gary; and Nelson/Langdon roads on 6 July, with Gregg, Jen, Ray LeC.
 - JB provided a list of the current road classifications. **Action Item:** Have Charlotte review and confirm the classifications in particular we called out Clough Road that needs to be confirmed.
- **Mark Goodwin introduction**
 - Mark had done extensive work with Class VI roads, road classifications, etc. with the city of Lebanon. Lebanon has 57 roads they assess: similar to the 18 roads we area assessing.
 - Two topics he raised that were items we might want to address.
 - If a road is maintained by the town for some number of years, then it sets a precedence that the town needs to continue maintaining said road. Mark wasn't aware of any statute or court precedence that states this. **Action:** GT will research the statutes and follow up with Charlotte's research with NHMA and/or attorneys.
 - If a road has been classified a particular way historically (>20 years) then it's precedent and regardless of current classification standards there is a valid argument that it should continue to be classified as it was historically. **Action:** GT to obtain historical map
 - He recommended a book that would help us greatly – “A Hard Road to Travel” published by the NH Municipal Association (NHMA) **Action:** GT to research.
 - Mark also mentioned that they have a template to assist Lebanon with decisions regarding each road. **Action:** Mark to forward the template to GT.
- **Assign historical information reviews**
 - Frank stated that he should have time now to start going through the historical files for each of the roads we are inspecting.
- **Develop cost and benefit categories to be assessed**
 - Agreed to add trees to the Labor category along with brush.
 - Agreed to add “regular time” to the labor category along with the stated “overtime”
 - There are 48 miles of road that is maintained by the town.
 - Agreed that we should take the total cost of the highway department for the past year and divide that by the number of miles to give a cost per mile estimate.
 - Risk: There may be some costs in the highway budget that could get questioned as to why we are including them. **Action:** JB to bring a copy of the 2021 town expense with

the categories for us to review to determine if there were any line items that we should omit.

- **Complete development of evaluation criteria** – Not addressed at this meeting.
- **Review plan and status** – Overall effort is still on schedule and GREEN overall.
- **Next meeting & inspections**
 - Inspections
 - 29 June Hogland and Parsons Brenda, Mark, Gary
 - 6 July Nelson and Langdon Gregg, Jen, Ray LeC.
 - Meeting – 12 July, 7pm Town Hall
- **New Action Items**
 - Charlotte review and confirm the classifications in particular we called out Clough Road that needs to be confirmed.
 - GT will research the statutes and follow up with Charlotte’s research with NHMA and/or attorneys.
 - GT to research and possibly obtain the book “A Hard Road to Travel”
 - Mark Goodwin to forward the template to GT.
 - JB to bring a copy of the 2021 town expense with the categories for us to review to determine if there were any line items that we should omit.

Members

Gregg Thibodeau
Jennifer Bland
Gary Baber
Mark Girard
Brenda Melius
Ray LeClaire
Frank Emig

Meeting Schedule

Jun: 21-Jun-22, Tue
Jul: 12-Jul-22, Tue
Aug: 02-Aug-22, Tue
Aug: 23-Aug-22, Tue
Sep: 13-Sep-22, Tue
Oct: 04-Oct-22, Tue
Oct: 25-Oct-22, Tue
Nov: 15-Nov-22, Tue
Dec: 06-Dec-22, Tue
Dec: 27-Dec-22, Tue

*** Gregg not available*