

Small Roads Project Meeting Minutes – September 13, 2022 7pm in the Town Hall

- Attendance: Ray LeClair, Jennifer Bland, Brenda Melius, Frank Emig, Mark Girard, Gary Barber
- August 23rd meeting minutes passes. Motion made by MG, 2nd by GB
- Open discussion occurred regarding specific roads and previously discussed selection criteria. We agreed that these topics would be covered in the assessment of each road.
- Review completed physical inspections
 - Classification of several roads are not consistent between the town and state. It was noted that most if not all of the roads in question contained both a Class VI and Class V portion. E.g., Coffin Hill, Gates Mtn, Clough, etc.
 - **Action Item:** BM and JB to complete posting of final reports and pictures NLT 9/23 in order to enable GT to collate information into the assessment worksheet.
 - **Action Item:** JB and RLeC to complete an assessment this weekend of Russel Road.
 - **Risk:** Town does not have a town knowledgeable road agent for input. Mitigation: It's our assessment that our assessments and the knowledge that our committee brings to each assessment is very good and should suffice. No further risk mitigation required.
 - **Action Item:** JB to obtain cost efforts to bring Ryan, Duncan and Livermore up to DOT standards, NLT 9/23 in order for GT to leverage that data for relative cost estimates for the rest of the roads.
 - **Action Item:** GT to review the assessments and ensure we have an overall score for each road, NLT 04 Oct.
 - **Action Item:** GT to update the assessment worksheet with the changes we identified; the scores for each road; the cost to bring the roads up to DOT standard; and the cost of annual maintenance for each road, NLT 04 Oct.
- Review historical information status
 - JB completed an effort to compile the information from the various sources.
 - **Action Item:** Frank to review annual town meeting notes to identify any discussions, warrant articles, etc. that may exist for each road, NLT 1 November.
- Legal Precedence
 - We reviewed the terms “accommodation of public travel” (referenced in RSA 231.52) and “public use” which is defined in “A Hard Road Traveled”. We agreed that we should leverage the definition of public use in our assessment of each road’s usage.
 - GT had already annotated the definition in several columns on the evaluation worksheet.
 - **Action Item:** GT to complete the review of “A Hard Roads Traveled” for any other potential information that we should be concerned with NLT 4 October.

- Review evaluation criteria
 - We reviewed the evaluation worksheet and agreed to its use and the following changes:
 1. Criteria #2 – Change the definition to reference DOT standard.
 2. Column/criteria #5 – split this into two criteria, (1) multiple residences and (2) more than 1 parcel owner
 3. For the public use criteria, we will assume the road meets the public use criteria if it meets 3 or more of the public use individual criteria.
 4. Recommendation: Planning board and BoS should define and adopt road standards to enable road and highway crew planning, budget planning and set expectations for the public for all future efforts.
- Review schedule, status & next meeting
 - **Action Item:** GT to call NHMA to get their input regarding any applicable statutes or guidelines. 603-224-7447, NLT 1 November.
 - Next meeting is 4 October.

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*