

Small Roads Project Meeting Minutes – December 06, 2022

7pm in the Town Hall

Attendees: Ray LeClair, Gregg Thibodeau, Gary Baber, Jennifer Bland, Frank Emig, Brenda Melius

Approved Minutes 15 November – Motion made by FE, 2nd JB. Passed.

Feedback from BoS 12-05-2022 Meeting

- BoS restated their support for the effort and continued effort to move forward.
- Two other take-aways
 - Will need to thoroughly define the subdivision impacts and options. **Action Item: BM** to draft up our description of the subdivision impacts for our FAQ's and presentation at the special hearing.
 - **Action Item: Select Board/Kathi** – Determine if the use of the waiver form for residents of road reclassifications is required. And the implications/actions if someone refuses to sign it.
- There was a concern that our committee was advocating upgrading all roads to DOT standards with one of our recommendations. It was made clear that is not the intent of our recommendation. The intent is that any future repair or new work be held to the DOT standard and that our highway crew is trained accordingly.

FAQ Review

- **Action Item: BM** – Work with Select Board and Charlotte to resolve the discrepancy between subdivision policy and the zoning ordinances regarding the language around subdivisions and Class VI roads.
- We made minor changes to the Frequently Asked Questions
- **Action Item: GT** – Update the FAQ's.

Warrant Article Review

- We agreed to remove the introductory statement on each warrant article per the guidance from the Select Board. The statement regarding why we are doing this effort will be stated at the special hearing and restated in the open discussion of the warrant articles.

Public Hearing Presentation

- Page 1, paragraph 1 – change “with the goal to lessen the burden on our highway resources” to “to better utilize our highway resources”
- Page 1, paragraph 2 – change “less than 3 parcel owners” to “less than 2 parcel owners”

Cost Changes

- We agreed to add the following notes/statements to the cost savings. These additional expenses were not factored in:
 - Some roads that do not have adequate right-of-way (ROW) require more time and effort and in some cases create the need for recovery.
 - The cost of diesel fuel, labor and parts for our vehicles increased significantly.
- Also agreed to change the # of parcel owner criteria from 3 or more to 2 or more.
- We also reviewed the possibility of “pass-thru” criteria but the only road in our list of 11 that it would apply was Hoagland and that would not change the recommendation. We agreed no to add the criteria.
- **Action Item: GT** - to update the parcel owner column to 2 or more and update the column for the roads.
- We discussed an option **Action Item: JB** – check with another realtor to determine what the impact would be to the market value of a property if the road changes to a Class VI.

Other

- We reviewed Parsons, Langdon and Nelson roads and reaffirmed our recommendation for each of these.
 - Langdon's Class VI portion is not passable and connects two Class V roads. ATV's must be registered to legally ride on Langdon.
- **Action Item: JB** – Ask engineer Erin for DOT bridge standards.
- **Action Item: GT** – to check the public use definition of historic evidence.
- **Action Item: GT** – to add into our introductory speech a statement regarding the fact that there has been no evidence in notes or warrant articles as to why these roads are classified as Class V.
- **Action Item: SRI Team** – provide an example of a road that was subdivided as a Class VI.
- **Action Item: GT** to deconflict our 10 Jan meeting which is scheduled against the town budget meeting.
- **Action Item: GT** – Add a new recommendation for the Select Board to ensure the state produced road map accurately represents the correct road classifications.

Previous Action Items

- ~~**Action Item: Charlotte** to contact DOT and determine if they have any guidance for the effective date of these road changes. COMPLETE~~
- ~~**Action Item: GT** create a handout presentation that will be used in various forums. Also create a Frequently Asked Questions (FAQ); COMPLETE~~
 - **Action Item: JB/GT/Others** Use these in public hearings, post in public areas, share on the town web page and post in Annual Town Report.
- ~~**Action Item: GT** obtain select board approval on 21 November to move forward with warrant article and public hearing (requires a vote) COMPLETE~~
- **Action Item: BoS/CC** schedule public hearing
- **Action Item: KB and CC** obtain lawyer approval of the warrant articles
- **Action Item: GT** schedule time to review with the budget committee and possible presentation at the budget committee's public hearing
- **Action Item: JB** work with Charlotte to create notice to the abutters. Must be received NLT 14 days prior the town vote.

Next Steps

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| • Dec-Jan | Obtain legal approval for warrants | KB, CC |
| • TBD Jan | Post Notices for Public Hearing | JB, GT |
| • 28 Jan | Public Hearing | BoS, GT, Small Road Committee (SRC) |
| • TBD Feb | Attend Budget Committee Public Hearing | GT, SRC |
| • TBD Feb | Send Notice to Abutters | JB, CC |
| • TBD Mar | Town Vote | BoS, GT, SRC |

Meeting Schedule

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| 27-Dec-22, Tue | HOLIDAY – NO MEETING |
| 10-Jan-22, Tue | Public Hearing Prep |
| 28-Jan-22, Sat | Public Hearing |
| 17-Jan-23, Tue | Public Hearing Results; Prep Town Meeting |
| 07-Feb-23, Tue | Complete prep for Town Meeting |
| 07-Mar-23, Tue | Town Meeting |
| 14-Mar-23, Tue | Closeout Project |

Members

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