

CLASS V ROADS STUDY COMMITTEE
TUESDAY, November 6th, 2018
4 PM
TOWN OFFICE CONFERENCE ROOM

Agenda

3:30 PM

Projects / Priority list

Check list for hiring engineers

Checklist for hiring contractors

4:00 PM

1. Approve Minutes from 10-19-18
2. River Road Reroute Video
3. Dorchester Road Project FEMA, HS visit 11-19-18 10 AM Town Office
Followed by site inspection
4. Baker 1 Contractor
5. Culvert Inventory report:
6. ARM Fund

New Hampshire Department of Environmental Services



AQUATIC RESOURCE MITIGATION FUND

"ARM FUND" GRANT PROGRAM

GRANT APPLICATION INSTRUCTIONS

PRE-PROPOSAL DUE DATE: APRIL 30, 2018

APPLICATION DUE DATE: AUGUST 31, 2018

The meeting was held at the elementary school gym as Sue was required to be there for election day. It was called to order at 4PM with Sue MacKenzie, Dan Brand, Karen Henry, Ernst Kling, Mike Smith and Bill Malcolm in attendance.

Official Letter of Appreciation to Dan Brand – Sue presented Dan Brand with a Letter of Appreciation from the Select Board for his service on the Roads Committee since 2013. Dan said "Holey Schmooley" and thanks!

River Road bypass construction – Sue circulated a video showing construction of the River Road bypass.

Dorchester Road project meeting schedule (FEMA Grant) - Sue asked who would be available for the inspection of the Dorchester Road culvert replacements with representatives from FEMA.(Federal Emergency Management Agency) The meeting is scheduled for Monday, November 19th. Ernst said that he would probably be available for that meeting. There was some discussion about whether the grant money would be provided after construction of the new culverts or before.

Minutes – The minutes from the 10-16-2018 meeting were approved as amended to refer to the culvert on Highbridge Road as one turns onto it from Pinnacle Hill Road.

Baker 1 Project - Sue said that Dennis Thompson has been working with the Town on this project, and he does not do bidding. Sue asked for Committee member's thoughts and/or opinions on whether Northern New England Field Services (NNFS) could be hired to repair the culver on Baker Hill Road without going through a bidding process. Ernst asked whether this can be done legally. Karen asked how permitting would be handled, and Sue said that Erin Darrow of Right Angle Engineering would help obtain the required permits. Sue pointed out that it is because of Dennis Thompson that the Town has the permits required for the River Road bypass currently being constructed. Sue also pointed out that Dennis Thompson is the person who recommended slip lining the current culvert (a relatively low cost repair solution). Mike asked whether the Select Board could vote to by-pass the regulations regarding bidding jobs. Sue answered that yes, she thought that this is a possibility. Karen asked about any current cost estimates for the project. Sue answered that prior estimates for complete reconstruction of the culvert are about \$400K and that the proposed solution of slip lining it would be around \$100K. Karen asked about the ability of the culvert to carry 100- or 200-year storms—is there an analysis of the capability of the culvert. Bill pointed out that culverts just upstream and downstream of the culvert are equal or smaller in size to that culvert. Ernst stated that he is in favor of having NNFS complete the job because of their record of successfully completing projects on time and under budget. Karen said that her concerns about project hydraulic sizing of the culvert would likely be addressed through the permitting process with the State. Bill said that he doesn't have any problems with what is being proposed, excepting the potential legality of it. Mike pointed out that the Town regulations changed in response to concerns about favoritism in granting Town Road projects—he said that, however, there should be a means by which to override this requirement with proper justification. Karen mentioned the Federal Government practice of sole sources and the need for "sole source justification." She said that perhaps the Select Board could document the justification for by-passing the bidding process.

Culvert inventory – Sue said that the Select Board is very pleased with the draft report on the Lyme Culvert Inventory presented by the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRP). They found 412 culverts in Lyme, and the Town will eventually receive digital copies of the report and a workbook for the Highway Department's use. There will also be two large posters of the entire inventory – one for Town Meeting and one for the Highway Department. Mike asked whether Steve (Williams, Highway Department) was pleased, and Sue said that yes, he was. Karen asked about recommendations – Sue replied that there are four categories – one of which is "needs attention." Mike asked whether there is/will be hydrology information in the report and Dan replied that the results of the report will be compatible with software that can be downloaded from the State of NH to perform such analyses (SADES is the name of the software). Dan pointed out that the software is available to only certain groups, such as engineers, that have received training in how to use it. The UVLSRP will be able to perform such analyses, but not under the current contract. The UVLSRP could run the hydrological analyses software under a new contract; alternatively, someone from Lyme could be trained to use it.

Ernst left the meeting at approximately 430 PM.

ARM fund grants – Sue said that having the culvert inventory complete makes Lyme eligible to apply for ARM fund grants. She has researched this, and it is resource intensive with very specific deadlines. She would like a team of people to work with Steve to help meet application deadlines in order to maximize chances of obtaining state funding for culvert repairs. Steve

could pick three culverts to submit for possible grant funding. Sue asked whether someone would be willing to work with Steve on this. Karen observed that relationship building with the State would be important in this process. Bill said that he's willing to help and Karen was unsure about making the commitment that would be required.

Interactive spreadsheet – major projects list –

Bill demonstrated how to use the major projects budget spreadsheet that he developed. He pointed out that sources of funding are not yet added to the spreadsheet. The “how will the Town pay for it” piece is not yet developed.

Karen asked whether the Town was planning on repairing the catch basins on the covered bridge on River Road next spring (2019), and Sue answered yes.

Sue pointed out that the Southern portion of River Road is a “changing problem” due to apparent recent bank instability.

Next meeting – scheduled for the 4th of December. Sue said that there would only be one meeting in December.

The meeting was adjourned at 445 PM.