

# Small Roads Project Meeting Minutes – July 12, 2022

## 7pm in the Town Hall

**Attendance:** Members - Jen Bland, Gregg Thibodeau, Brenda Melius, Ray LeClaire, Gary Baber

**Guest:** None

### Review, approve meeting minutes from July 12<sup>th</sup>

- Made two spelling changes to the notes. Corrected Hogland to Hoagland and changed "...18 roads we area assessing" to "... 18 roads we are assessing".
- Motion made and 2<sup>nd</sup> (GB/JB) to approve meeting minutes from June 21<sup>st</sup>. with the above 2 changes. Motion passed.

### Review completed and upcoming physical road inspections

- Need to determine what the lost of state revenue would be per mile if we change a road from Class V to Class VI.
- JB and BM to post the completed worksheets. Meader, Royce, Nelson, Langdon, McWethy (JB). Hoagland and Parson (BM).
- Recommendation made that the teams could complete inspections ahead of schedule.
- GT to see if we can get the # of residences for each road online.
- It was noted that Livermore Road has multiple residences.
- Also noted that Currier Road is in Acworth and Langdon and that our highway crew has informal agreements with Langdon for the plowing of the road, and the effort for us is minimal. This does not include culvert maintenance.
- We reviewed the assessment template that Lebanon uses and decided to make only minor changes to our worksheet. (1) Add evidence of road mis-use (e.g. damage out of the ordinary that could incur additional costs. (2) Use the list of Current and Potential future uses as a reference in our worksheet. GT updated our template with this data on 7/17.

### Review historical information

- Frank was not in attendance. GT to contact Frank to confirm what he has reviewed.
- Recommendation made to use our meeting time to have folks go through the historical files. GT will determine where Frank is in the process and consider review of the records during our next meeting.

### Develop cost and benefit categories to be assessed

- BM to ask Conan to review the town budget and determine if anything should not be included in our highway cost per mile calculation.
- We will use a simple formula, cost of highway department divided by the # of maintained miles
- Kathi used a budget number that included line #'s 4312 and 4319 but did not include line item 4909, \$495,445 and a total of 48 miles which results in \$10,322.
- BM used costs associated with all 3-line numbers, \$625,445 which results in a \$13,030 per mile cost.
- It was noted that vehicle replacement costs are not included in the budget. GT to check with Kathi to see if there is a budget # for this, if not, also look to see if the town has historical information that could result in a budget number for vehicle replacements.

### Continue development of the evaluation criteria

- GT to review “A Hard Road Travel” for any precedent for “public travel”, 5 years town maintained, historical evidence used to determine road classification, and “landowner bought land with feature that the town maintains the road”
- We agreed with these criteria:
  - Road does or does not provide “accommodation of public travel”
    - Road provides access to other Class V or Class VI roads
  - Road does not permit right of way (ROW) due to obstacles, condition of road, etc.
  - Road supports multiple residences. more than 1 parcel owner and more than 1 residence
    - We expect this one will require further discussion

**Status, action items and other recommendations**

- Overall project still in GREEN and on schedule.

**Actions**

- JB to talk to Charlotte and determine what the loss of state funding would be per mile if we change a Class V Road to a Class VI or private.
- JB and BM to post the completed worksheets. Meader, Royce, Nelson, Langdon, McWethy (JB). Hoagland and Parson (BM).
- GT will determine where Frank is in the process and consider review of the records during our next meeting.
- GT to see if we can get the # of residences for each road online. Janet Slocum to look into this.
- GT to review “A Hard Road Travel” for any precedent for “public travel”, 5 years town maintained, historical evidence used to determine road classification, and “landowner bought land with feature that the town maintains the road”

**Next meeting & inspections dates**

**Inspection Schedule**

- **20 July (Wed) – Ryan Road** Team 1 Brenda, Ray LeC., Gregg 5pm at Town Hall
  - Gregg to secure measuring wheel, tools and bring eval sheets
- **27 July (Wed) – Quarrier Road, Livermore and Courier** Team 2 Jen, Mark, Gary 5pm at Town Hall
  - Jen to secure measuring wheel, tools and bring eval sheets

**Next Meeting** – 02 August 2022, 7pm town hall

**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	** Gregg not available
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	