

SELECTMEN'S WORKSHOP
Minutes of 09-14-09
4:20 p.m.

Selectmen:

(Absent with Notice)
(Absent with Notice)

Peter F. Brothers, Chairman
Miller C. Lovett, Vice Chairman
Robert C. Flanders
Charles G. Palm
Colette Worsman

Town Manager:

Phillip L. Warren

Recording Clerk:

Karin Landry

Call to Order: Chairman Peter Brothers called the meeting to order at 4:20 p.m. He introduced the Board, Town Manager, and the Recording Clerk.

W09-41 RSMS (Road Surface Management System)

Town Manager Phillip Warren briefly introduced the agenda item. In view of his short tenure, he did not make a recommendation regarding the matter. Director of Public Works Mike Faller, who has been working with the Road Surface Management System (RSMS) since March of 2009, updated the Board on the use of the program. The program, developed by UNH's T², will be enhanced to include GIS capability in the near future. Over the summer months, Mr. Faller worked with the Lakes Region Planning Commission and Michelle Therrien, the Town GIS Technician, to develop an inventory of roads throughout Town. Data regarding road conditions was entered into the program, and a pavement condition index (PCI) was assigned for each of the roads. A report was generated summarizing the condition of paved roads through the end of August rating each road in a variety of categories. A uniform method was used to assess the rating for each category from high to low. The program also generated a maintenance summary report, projecting maintenance for a ten-year period. The maintenance summary report details annual costs for repairs including overlay, drainage, patching, rebuilding and replacing. Cost summaries account for inflation, and can be adjusted as necessary to reflect changes in the market that affect the cost of maintaining roads. In addition, a report of annual cost by repair category was generated, and a list of repairs and cost by year.

The current Road Network PCI of 76 is considered good. If \$544,000 is spent next year, the rating will be maintained. If an investment is not made in road repair and maintenance, the PCI level will decrease, and it will take a longer period of time and a greater investment to maintain an acceptable level. While the program has the capability of forecasting repairs for a ten-year period, Mr. Faller recommends that the roads be reassessed every two to three years. Bob Strobel of UNH is investigating an amendment to the program that will allow the overall PCI rating to be monitored on a regular basis. Although Mr. Faller is satisfied with the program, and intends to implement the GIS update, the program emphasizes keeping good roads good, and must be adjusted in certain situations in order to protect prior investments in roads. The program serves as an excellent budgeting tool; however the expertise and experience of the staff will

continue to play a role in making decisions regarding road priorities. There is flexibility in the program to adjust priorities to address unanticipated damage to a road during a particular year. The data that supports the program is based on national statistics including a 12-16 year road life. The program puts more emphasis on roughness and condition than traffic volume.

While the Chair supports the use of the program as a systematic attempt at trying to assess roads and forecast the costs associated with maintaining them properly, he pointed out that it is not a substitute for practical, working knowledge. The program is a way of documenting, to some degree, an undocumented method that has been used over the years to make road assessments.

Dialogue ensued regarding how far in advance road maintenance and repair can accurately be projected. There was a general consensus among the Board that it is difficult to project more than 5-7 years in advance. Community Development Director John Edgar supports implementing an overlay cycle that will protect the Town's investment in its roads, and is concerned that a 3-5 year projection will not protect that investment.

Town Manager Phillip Warren pointed out that although the program is a planning tool, it does not account for policy decisions, strategic planning, and political issues that surround the replacement and resurfacing of certain roads. Decisions must be reviewed at the staff and Board level before moving forward. There are some wear issues that cannot be quantified by a program.

Dialogue ensued regarding factors affecting road life including traffic conditions and construction.

Mr. Edgar set forth categories that need to be considered during a periodic review of roads:

- Need to complete overlay on a base pavement
- Proximity to other projects
- Relationship to Water & Sewer
- Functional class
- Geographic distribution
- Flood damage
- Gravel roads (30% of the Town's roads)
- Sidewalk conditions

Mr. Faller explained that all gravel roads are maintained on a yearly basis, and that he has contacted UNH regarding implementing gravel roads into the program. He explained changes that were made that allowed for phasing larger projects. The Chair pointed out that it is important to be able to justify exceptions to recommendations made by the program. Dialogue ensued regarding traffic patterns and how they can be identified and integrated into reports.

Mr. Faller is investigating if a report can be generated that identifies the roads that need to be addressed in a particular year, as opposed to the alphabetical list of repairs and cost by year. Mr. Warren suggested utilizing the Excel program to generate the report in the interim. Mr. Edgar suggested generating a subset listing of roads that will require maintenance/repairs over a certain

dollar value. Dialogue ensued regarding how the information will assist in the budgeting and CIP process.

The program is currently being utilized by other Towns with favorable results. It is a reasonably low cost program, and the training and technical support is very good. It will document a history of road work that can be referred to in making future decisions. There are a few adjustments that need to be made in the program. Although the reports indicate the print date, Selectman Palm pointed out that it should be clear that the date of the assessments is also included.

The Chair summarized by saying that the RSMS is a tool that will be beneficial over time. It will help corroborate decisions that are made, and document past experiences. Mr. Faller will keep the Board updated on the use of the program.

Selectman Palm motioned to adjourn the meeting at 4:30 p.m. Seconded by Selectman Worsman. 3-0-0. Motion passed.

Respectfully submitted,

Phillip L. Warren, Town Manager

Peter F. Brothers, Chairman

Karin Landry, Recording Clerk

Charles G. Palm

Colette Worsman