Town of Hartford

Road Committee

MINUTES

May 12, 2015

Town Hall – 7:00 p.m.

*MINUTES*

 The meeting was called to order at 7:25 p.m. Members present were: Harley **S**wanson, Chairman, Leslie Boness, Secretary, Gregory Jones,\* Barry Langer,and Daniel Maddox. John (Jack) Plumley and. Alan (Bim) McNeil were absent. Cathy Lowe represented the Board of Selectmen. \*Gregory Jones, Alternate, was appointed by the Chairman to serve as a voting member.

1. Review and Approval of Minutes .

**Barry Langer** made a motion, seconded by **Greg Jones**, to approve the March 24, 2015 Minutes as submitted. **The motion passed unanimously**.

1. Discussion of Road Work Projects Expected for Completion in Spring 2015, and Consideration of FY 2015-16 Work Plan.

Harley Swanson reported that he had no information from the Road Commissioner on the current status of work It was noted there was a need for 3 culverts on Goding Road. Barry Langer recommended that work not done in FY 14-15 be moved to the FY 15-16 one year plan so that bid packages could be prepared.

It was reported that the State is considering a weight limit on the Stetson/Gammon Road bridge. Culvert costs were again discussed, and it was agreed that the overall budgeted cost expectations included installation. The importance of using the same sub-base for culverts as for the road bed was noted, as it will then move the same way in the weather. Cathy commented that work greater than $5,000 is supposed to go out for bid by the whole job project, not by the hour. Barry agreed that bid contracts are not service contracts, and are project based, not hours based. Dan noted that scopes of work requirements need to be defined for the remainder of the projects to be completed this year. He stated that it is important that it be clearly defined in the scope of work, that we know exactly what is to be done for each .10 of every mile of Town road. He recommended an activity calendar to make it easier for the Road Committee to do the RSMS data entry into the software, and know who is primarily responsible for what work. Costs and road work recommendations were discussed in greater detail, and the Committee asked what would be helpful to accelerate the bid process. It was agreed to encourage the bid committee to get specs out to bid. Cathy and Harley agreed to take these recommendations back to the Bid Committee. It was noted it is the Selectmen who accept the bids.

It was agreed to work on the scope of work for Howard Road and for Stetson Road at the next meeting. Cathy will go and look at Howard and Stetson again. Greg stated that he had found two additional culverts on Sam Annis Road requiring attention, with a large culvert needed at Annis/Jordan to Town Line Road. Greg will identify the culverts with grade stakes. It was noted that if the work is needed on Town Line Road, the responsibility between Hartford and Buckfield will have to be determined.

1. Old Business.
2. New Business.
3. Adjournment.

**Dan Maddox** made a motion, seconded by **Greg Jones**, to adjourn the meeting at 8:52 p.m. **The motion passed unanimously.**

The next meeting will be MONDAY MAY 25TH, to allow for Cathy’s attendance.

Respectfully submitted,

Leslie F. P. Boness

Secretary, Hartford Road Committee