



**BOARD OF ROAD COMMISSIONERS
TOWN OF DUNSTABLE
TOWN HALL, 511 MAIN STREET
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**MINUTES
April 14, 2014**

The meeting began at 7. In attendance were Commissioners Mike Martin, Tom Dumont, Dana Kinne and Secretary Terry Atwood. Also in attendance was Town Engineer, Jeff Rider.

The salt shed was discussed. Tom asked Jeff what needs to be done to get the project to the point of going out for an RFP. Tom Mahanna has done an existing conditions plan and the 39,000 sq. ft. has been staked out. Terry will ask Tom Mahanna to forward the DWG AutoCAD files to highway and then on to Jeff Rider for his review.

Mike stated he has walked the site with Alan Chaney to show him the staked area. Alan had no problem with it and will get the rest of the Town Forest Committee together to also walk the site.

Jeff stated the plan needs a surveying stamp and possibly Planning Board's approval.

Discussion followed. Jeff suggested the Town Forest Committee have a formal meeting, with minutes taken, walking the site and having the minutes reflect that the marked site was in agreement with the Committee. Tom suggested that it should be a joint meeting with Highway so everyone is on the same page. Board agreed.

Jeff asked what the commissioners wanted from him. Tom stated the board wants him to prepare a construction bid – an RFP. Mike asked Jeff what needed to be done to get an RFP. Jeff stated he has a preliminary design from Tighe and Bond and he will take the plan and get it up to specs for a bid.

Jeff was shown a copy of a salt shed design and quote from the AST company. Terry will email him that same information tomorrow. The design of the shed was discussed and the Board stated they are open to design suggestions. Water runoff prevention was also discussed. Tom Mahanna had stated that the shed was self-contained and Dana noticed there was a detention basin on the plan.

Jeff also discussed permitting and will check on requirements concerning the planning board. He noted that wetlands were not an issue. Jeff asked if there were preliminary runoff calculations prepared and the board stated that there were not any prepared. Jeff stated that once he gets the DWG files and copy of the design quote he can begin working on it. He noted that a prefab design is a good idea as the company stamps the architectural designs.

At 7:30 p.m. Alan Chaney joined the meeting. Discussion followed regarding site walk with both boards. Terry will post a joint site visit for Tuesday, April 22 at 6 p.m. at the salt shed site on Groton St.

Mike Martin asked about additional costs that might surface so he can approach the Selectmen now to inform them. Tom stated the town engineer's budget should take care of any costs.



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Jeff stated that the site will also have electricity but no water at this time. He also noted that Groton St. is not a state road so no permitting will be necessary from the state.

It was agreed that once the road commissioners meet with the town forest committee, and they approve the marked site, the road commissioners will get a stamped existing conditions plan from Tighe and Bond. If there is any remaining money from the engineering article budget, maybe some geotech work can be done.

Jeff left the meeting at 7:40 p.m.

Day to day operations was discussed. Mike brought up the chain of command in the Highway department. It was agreed that the Board talks to the Highway foreman who will then talk to the laborers.

Board agreed that the next time road materials are bid on, crack sealing will be added to the bid items. The bid will be extended for a second year. Terry will prepare letters and contracts for the winning bidders.

Alexander Estates development was discussed. It was noted that the developer was saving approximately \$456,000 for changes in drainage at the town's suggestion. The road commissioners would like to see Lake and part of Hall St. to Groton St. paved as they will be damaged from trucks going in and out of the development.

Mike Martin asked Dana Barnes if a permit was required to demolish the existing building. Dana responded affirmatively and gave Mike a demolition permit application. He also noted that he needs a receipt of where it's being disposed.

The minutes of April 2, 2014 were accepted as written.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Terry Atwood
Highway Secretary