



**BOARD OF ROAD COMMISSIONERS
TOWN OF DUNSTABLE
TOWN HALL, 511 MAIN STREET
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**Minutes
December 27, 2016**

The meeting was called to order at 7:30 p.m. In attendance were Chairman Mike Martin, Commissioner Peter Gove and Secretary Terry Atwood. Also in attendance were Town Administrator Tracey Hutton and Town Engineer Jeff Rider.

Board discussed changes that need to be made to the Street Opening Bylaw and Rules and Regs.

Jeff has reviewed the current bylaw and rules/reg's and has made suggestions. He found them somewhat confusing and repetitive. He questioned why Board has some authority over private and unaccepted ways. Peter also questioned that section.

Jeff suggested that Tracey look into Sec. 1.5 and that the town may want to address adding communications, cable tv, etc.

Some changes Jeff suggested include:

- redoing the format of the regulations, setting up section headings;
- Tracey will check on insurance fees and insurance requirements;
- 5 year moratorium on digging up a newly paved road;
- Infrared every patch if cut is equal to or less than the maximum 3x3x3, if larger than the 3x3x3 it should be ground 10' from each edge of cut and ground 2" deep, and overlay is from curb to curb;
- references to the working foreman should be updated to reference highway superintendent and the Commission may want to delegate approval to the highway superintendent as most of the other towns do, with a provision that the Commissioners can sign off if the superintendent is not available with a possible provision to be able to appeal the Superintendent's decision to the full Commission;
- the Commission should take a look at revising the whole section(s) on backfill and patching, not just the pavement thickness. Current regs still allow wood shoring be left in place and this reg should be removed and add the use of trench boxes, sheet piling or flowable fill should be added to the regs;
- the section on cold weather/temporary patching and the use of steel plates should be included;
- the reference to reinforced concrete should be removed section 2.11.13.2;
- references to other agencies such as the Dept. of Public Works that have been renamed or eliminated should be updated;



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- regulations covering unaccepted ways should be run by Town Counsel

Also, section 2.11.13.3 remove temporary patch and add emergency requirements for opening streets off season.

Jeff and Tracey agreed that it makes sense to repeal both the street opening and driveway bylaws and just have on that authorizes the BRC to adopt rules and regs that govern work in the public right-of-way.

Terry will do a draft on new rules and regs and send them to Jeff for review.

Tracey brought up the subject of creating a pavement management plan. Tracey explained that the Advisory board wanted a pavement management plan to be included in the Capital Management Plan. Tracey informed them that it's not done that way. Tracey did explain that it needs to be written down and showed the Board the town of Middleboro's as an example. Basically the streets are inventoried stating the condition of the road and prioritized. The plan will be updated yearly and can be changed as needed. Her plan is to create a database and do the mapping and David will provide each road's pavement conditions. Mike voiced concerns that the streets will have a date for resurfacing potentially causing residents to become upset if their road didn't get the attention on the date stated. Tracey stated there would be no dates given for road paving/maintenance. The budget and Chapter 90 amounts will not be included on the plan.

Mike and Peter agreed with the development of this plan.

Jeff Rider left the meeting at 9:00 p.m.

Discussion followed regarding David Tully's years of employment before he was rehired in 2002. Tracey said there's nothing in writing other than a memo to Bonnie regarding his vacation, and, therefore his previous years of employment don't count toward his longevity pay. Peter and Mike stated that it was a verbal contract that can be verified by a former road commissioner and they feel that was the intention of the board at the time and their decision should be upheld for all aspects of David's job as it has been until recently. Mike stated that a man's word or his handshake was good enough in his world. Tracey stated



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she didn't grow up in that world and that she and counsel will argue that it's setting a bad precedent. Discussion followed about how seldom this situation occurs. Peter and Mike will attend the Board of Selectmen's meeting

tomorrow night to discuss this issue further. All agreed that everybody is entitled to their own opinion.

Tracey left the meeting at 9:20 p.m.

The minutes of December 16, 2016 were accepted as written.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Terry Atwood
Highway Secretary

APPROVED