

Approved 04/02/2012

The meeting was called to order at 6:00 pm in the main floor meeting room of the Fremont Town Hall. Present were Committee members Road Agent Mark Pitkin, Steve Harms, Jack Downing, and Town Administrator Heidi Carlson.

Downing moved to approve the minutes of 13 June 2011. Harms seconded and the vote was unanimously approved 3-0.

Members reviewed the revised job descriptions for the Road Agent, Highway Laborer/Equipment Operator, and Highway Laborer. The changes from the June meeting were all acceptable and these can be forwarded to the Board of Selectmen for review and final approval.

The Trail Crossing signs have been installed for the crossing of Trails on North Road and South Road.

Stop signs have been installed on Shirkin Road to slow the traffic from the soccer fields. White lines will be painted this Friday; and stop ahead signs will be installed as soon as they are received.

Updated Plow Contracts were not ready for review. The Committee had previously decided on some language to include a base price for diesel fuel and notation of a posted pump price for diesel fuel as a benchmark. Fuel Inflation Surcharge: *In order to reduce the impact of fuel price increases while stabilizing the hourly contract rate, any increase in fuel price over \$3.59 per gallon will be paid an increase based upon the usage of (4) four gallons per hour i.e. \$3.60 per gallons equals .04 per hour additional pay. The benchmark price is the posted pump price for 89 octane.*

If this formula is approved, the Road Agent will adjust bills weekly for any fuel adjustments. The Committee also recommended that contracts be signed for the period of November 1 through March 31 annually with a prepayment for each of five months. (Previously it was four prepayments). The Committee felt that the spreader trucks, if contracted for five full months, should receive five prepayments. The new contract needs to be forwarded to the Selectmen for final approval.

Carlson then presented Bridge Estimates and RFQ for Engineering Services for the Martin Road over Piscassic River (155/133) and Scribner Road over Exeter River (106/076). This will be sent to Nancy Mayville at NH DOT and to the Selectmen for review. The Committee recommended that once finalized by both, that it be recommended that the Selectmen send this out to the pre-qualified engineers on the State list.

The Public Hearing for an amendment to the Thru Trucking Ordinance and the adoption of the Frost Ban Ordinance will take place on Thursday evening 28 July 2011 at 7:30 pm in the basement meeting room at the Fremont Town Hall.

A tractor for roadside mowing tractor has been reserved for this week and next and the work began today.

A portion of Sandown Road has recently been ground and paved.

Pitkin said that the beavers have been active on North Road, and this has been a continued action area as well.

Carlson advised Committee members that the Selectmen is planning to place an article on the 2012 Town Meeting Warrant to make the Board agents to expend of the Highway Building Capital Reserve Fund.

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Discussion turned to the 2012 budget development. Members discussed inclusion of a warrant article for engineering of intersections. Pitkin thought that there were several intersections that should be re-engineered and that it could cost \$15,000 to \$20,000 each to be done. There was discussion about whether to include the proposal in the budget or as a warrant article.

While discussing budget presentation, there was further consideration about what should be included in the operating budget versus a warrant article. It was felt that the Town's needs are to be included, and that the more information available for voters, the better able they will be to make a decision. There was broad acceptance and understanding of the difficult economic times, as well as the understanding that the Town cannot allow the roads to deteriorate without making a proposal to keep them maintained.

There was discussion about the one ton truck replacement, which the Selectmen are currently working on.

Carlson updated the Committee on the status of the Cooperage Forest project as well.

Action Items:

1. Formulate a list of intersections and a priority list as to what should be done first.
2. What roads should be proposed for hottop in 2012?
3. Budget preparation for 2012.

The Committee will meet next on Monday 22 August 2011 at 6:00 pm with plans to work on the budget for 2012.

With no further business to come before the Board, motion was made by Downing and seconded by Harms to adjourn the meeting at 7:15 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator