

FINAL

PRESENT: Chairman L. Smith, T. Franciosa, S. Hanson, Road Agent, Town Administrator
E. Small; Town Engineer B. Jones
Not Present: R. Janvrin, Member; Building Inspector K. Kelley

1. Review minutes of 9-30-10. – suggested additions/changes:

On Page 1, a sentence was added to the end of the first paragraph under the heading “*Wadleigh Lane,*” to read: ***“The Committee decided to invite B. Jones to attend the next meeting to review the Town road regulations with the Committee and to help prepare recommended changes for referral to the Planning Board, if needed.”***

The motion on Page 4 was revised to read: “To refer Fox Hill Lane subdivision to the Planning Board due to the expiration of four years ***from the date of the Planning Board approval.***”

MOTION: To approve the 9/30/10 Road Committee minutes as amended.

MOTION: S. HANSON
SECOND: T. FRANCIOSA
UNANIMOUS

2. Subdivision Roads Financial Spreadsheet (updated 10-20-10): An updated spreadsheet was provided to the Committee.

3. Meeting with Town Engineer Brad Jones of Jones & Beach

Explanation of the Process for Road Acceptance and Alternatives: The Committee thanked B. Jones of Jones and Beach Engineers for attending. Discussion took place with regard to Section 8.2.2 Excavation and the manner in which Hampton Falls addresses road construction practices. L. Smith referred the Committee to the diagram of a cross section of road and asked whether the specifications are correct with regard to minimum requirements. B. Jones stated that the diagram outlines what is practiced and that wording in the regulations requires an “at least” and “at most” amount. D. Robinson noted that in some instances more paving product is provided or allowed depending on the situation. B. Jones stated that there is another section of the regulations that relates to unsuitable materials. He added that inspections take place to ensure road construction meets town regulations.

L. Smith asked B. Jones to review the Town of Hampton Falls Subdivision Regulations and also provide a larger cross-section diagram for ease of use and report back to the Committee. B. Jones stated that there are common specifications used and that he can provide information for the Committee.

S. Hanson inquired as to whether drainage affects issues arising from construction of roads. Discussion took place with regard to different road construction scenarios to include the importance to have drainage go off the roadway. D. Robinson and B. Jones were asked to review the regulations with regard to issues discussed and prepare a draft for review next meeting with the intention of forwarding proposed amendments to the Planning Board for public hearing.

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E. N. Small suggested that road specifications be prepared for Town roads as well. D. Robinson explained that when Town roads are reclaimed that materials are put back in the road. This may be enough in most cases; however, test holes should be done to determine what's required for the road to hold up over time. B. Jones noted that it becomes costly to remove materials and that it is most economic to reclaim and repave. D. Robinson suggested increasing inspections as roads are being built. B. Jones explained the list of inspections in place and noted that sometimes additional unscheduled inspections are done. Also, if a contractor is not doing a good job, B. Jones works with the contractor to ensure proper road construction. L. Smith suggested that the list of inspections include Road Agent daily inspections during road construction. D. Robinson stated it would be economical for the Town to have the Road Agent conduct periodic inspections. B. Jones was asked to include inspections of the Road Agent before the road is closed up in the inspection listing. S. Hanson suggested that the regulations include the intent of the Road Agent's inspection input in the process.

T. Franciosa noted that the Committee had talked of the possibility of holding the developer responsible for two years after the road is put down. E. N. Small stated that the current practice is to allow two years to build a road that meets specifications to include the final coat. Once this is done, the matter is presented to the Planning Board with a request to remove the road from the construction phase. Once approved, the road goes into a two-year maintenance phase. T. Franciosa is suggesting that the Town not accept the road until two years after the top coat goes on. E. N. Small noted that this suggestion puts the responsibility of plowing the road with the developer for four years.

T. Franciosa reviewed a situation where a new subdivision road was washed out due to flooding. Had the town accepted the road, there would not have been enough funds to replace the road. By waiting, the developer would be responsible, not the Town. He questioned if the maintenance bond is enough for something catastrophic. S. Hanson stated waiting four years before accepting a road would give the Town more of an insurance policy in case something happens. E. N. Small stated that one reason for Hampton Falls having a two year maintenance phase was that there was trouble in the past with developers not plowing roads on time. B. Jones stated that it is more common that the town not plow during the two year maintenance phase. E. N. Small suggested a change be considered to include obtaining money in the original agreement for plowing, especially in emergency situations. He added that the agreement should be reviewed. B. Jones will consider this discussion with his review of Hampton Falls' subdivision regulations.

4. Wadleigh Lane - Any observations by B. Jones: T. Franciosa expressed concern with the seam in the cul de sac pavement ~~quality of road work~~. B. Jones discussed the problems with this road and the possible fix or repair. He added that it is up to the developer to bring a plan for correction to the Town Engineer and that he will then be present to witness the fix. If the repair is not addressed, paving will be stopped until the fix is done. L. Smith questioned how the Town prevents this from happening. B. Jones stated that this is not a problem in Hampton Falls as he keeps in contact with the developer(s).

Discussion took place with concerns relating to work that is done before the Town Engineer inspects. T. Franciosa suggested that developers be told that they cannot pave until final

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approval is granted. B. Jones stated he does this on his own and that this can be added to the list of inspections. D. Robinson suggested levying fines for work done before inspection of the Town Engineer. B. Jones reviewed a situation where a town required multi-year bonding in this regard. E. N. Small suggested the Committee members review the security agreement for this road.

5. Hardy Lane

a. Top Coat Paving Inspection Report: Jones and Beach Engineers report dated 10/14/10 indicates approval of top coat paving for Hardy Lane.

b. Authorization – Engineer’s Inspection Fee \$525:

MOTION: To authorize payment of Jones and Beach Engineers invoice for \$525.

MOTION: S. HANSON
SECOND: T. FRANCIOSA
UNANIMOUS

c. Irrevocable Standby Letter of Credit renewed until 10-10-11

6. Pelton Lane – Public Road

Vincent Iacozzi, developer of this project, was present.

a. Pre Top Coat Paving Inspection - 10-1-10 Brad Jones: It was noted that the pre-top coat inspection resulted in a substantial punch list of items to be addressed. B. Jones stated that the deceleration lane needs to be looked at. V. Iacozzi provided a history of the project, its current status and reasons for delays. He stated that Bell & Flynn, the paving contractor, has prepared a punch list which has been reviewed and agreed to by B. Jones. Discussion took place with regard to concerns outlined in the engineer report letter with regard to the deceleration lane, state right of way, DOT driveway permit, a boulder in the town right of way, cistern and bollards. D. Robinson requested that the width of the deceleration lane be brought to Bell & Flynn’s attention as it has changed since a tree ~~was removed~~ ~~removal~~. There is also a depression at Mr. Pelton’s mailbox. V. Iacozzi stated it is the developer’s intention to define lines and visually clean up the taper; it will be widened and compacted, if needed.

S. Hanson asked the Committee to take action on items needing motions. Following the actions taken, S. Hanson excused himself from the meeting at this point in discussion.

Discussion took place with regard to the cistern in place, its capacity and warranty. V. Iacozzi stated that the street will be swept and there is a plan to tack coat the entire public and private roadways. He added that he agrees with B. Jones with regard to grading maintaining the vegetated swales as outlined in his report. Review and discussion of the drain running parallel with the leaching area resulted in agreement to verify DES setback requirements. V. Iacozzi reported on the testing done to verify no gray water. Concern was raised with regard to this drain being put in after the fact and never designed.

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b. Authorization – Engineer’s Inspection Fee \$262.50

MOTION: To authorize payment of Jones and Beach Engineers invoice for \$262.50 for the Pelton Lane public road.

MOTION: S. HANSON
SECOND: T. FRANCIOSA
UNANIMOUS

c. Renewal of Irrevocable Standby Letter of Credit due on Oct. 28, 2010: Discussion resulted in V. Iacozzi and the Committee agreeing to this Letter of Credit being renewed for an additional 60 days.

7. Pelton Lane – Site Plan and Private Road

a. Pre Top Coat Paving Inspection - 10-1-10 Brad Jones: V. Iacozzi reviewed Jones and Beach Engineers’ review letter for the private road portion of this project at this time. V. Iacozzi reported that five driveways are to be removed and redone in order to accommodate proper drainage. He stated it is planned to get this work done before the paving deadline of November 15. They plan to mill the seam where the public road abuts Route 1, sweep everything, excavate where needed and prep driveways before paving. D. Robinson reminded of the need to obtain an inspection. V. Iacozzi also noted the need to dig up certain sections of pipe to correct drains with the plan to enlarge pipes where needed. D. Robinson noted that an outfall line has grown in. Discussion took place with regard to leaving this alone for now. The developer will send a letter to the homeowners’ association informing of the need to maintain the growth in order to adequately take water away and not allow water to back up where the pump will be unable to handle it. V. Iacozzi added that the condo docs include maintenance and operation of this and other facilities and pumps. L. Smith noted that the Town is not accepting the private portion of the road. V. Iacozzi stated that the condo docs are clear; that the Town’s responsibility stops at the public road and reported on the final items of the letter indicating the actions taken or to be taken.

In closing, B. Jones requested a drainage plan and paving plan (something that highlights and shows the work scheduled). As built plans will be required for both the public and private roadways after the top coat of paving is done. E. N. Small reported that once the road is accepted, there will be a two year maintenance period with an amount of \$4,900 set aside.

b. Authorization – Engineer’s Inspection Fee \$262.50

MOTION: To authorize payment of Jones and Beach Engineers invoice for \$262.50 for the Pelton Lane private road.

MOTION: S. HANSON
SECOND: T. FRANCIOSA
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b. Renewal of Irrevocable Standby Letter of Credit due on Oct. 28, 2010: Discussion resulted in V. Iacozzi and the Committee agreeing to this Letter of Credit being renewed for an additional 60 days.

8. Driveway Permit Application form: Suggestion was made last meeting to revise the Driveway Permit form to include a signature of the Road Agent, however, it is identified that there is a signature line for the Road Agent on the current form. The second suggestion was to indicate that any damage to the town road is the responsibility of the property owner. D. Robinson stated that it is important to make clear that the specifications on any driveway are met. There is also a need to address the issue of mud on Town roads. It was suggested that Road Agent D. Robinson and Building Inspector K. Kelley prepare and present a recommendation to the Road Committee for consideration.

9. Other Business

Cisterns: Discussion of the pros and cons of concrete and fiberglass cisterns took place.

10. Next Meeting: The next meeting is scheduled for Thursday, December 2, at 7:15 a.m.

MOTION: To adjourn the meeting at 9:25 a.m.

MOTION: T. FRANCIOSA

SECOND: D. ROBINSON

UNANIMOUS