

Calais Roads Advisory Committee Minutes  
 Calais Town Clerk Office  
 January 30, 2012

Full committee present: Mo Cerutti, Greg Pelchuk, Doug Lilley, Cathy Kashanski, J.C. Myers, Tim Fillbach

1) Everyone looked over the minutes of 1/16/2012. Greg made a motion to accept the minutes as written, JC seconded, and all approved.

2) We reviewed the draft charge from the Selectboard plus a charge Mo had sent out and one that JC had sent out. We got a bit off topic but covered a lot of issues and points that will eventually be part of what we put together to answer the charge. Some of the main discussion points included:

- \* that the town should lower the speed limit on all roads to 25 mph – much conversation around speed and the roads. We eventually decided that we all could agree to a recommendation such as this – some members more definitely in favor than others – but we could agree.

- \* widening the road isn't necessarily a solution – crowning and getting rid of the berms on the edge are important so that water sheets off and doesn't stay in potholes

- \* potholes "have memories" and you have to get down under them and put in good material to get rid of them

- \* nothing is done by hand but all by equipment – big equipment – and sometimes a little handwork (digging, chainsawing, etc.) can go a long way

- \* people's expectations about roads are out of line sometimes and one message we could present is about the realities of choosing to live in a rural town with gravel roads with snow, ice, mudseason and our roads are good compared to others....

3) Following the discussion above, we talked about the documents and resources we have but decided that we don't have to list them all tonight. Mo read from the statutes about what the tree warden does or can do (Title 24, Chapter 67). We will compile a list of relevant (to our charge) documents and citations separately.

4) We then had further discussion about road maintenance and particularly the need for the road foreman to somehow document the maintenance so there are records of what is done each year. We all seemed to be in agreement that this is really important.

We discussed that there are three key aspects to our charge: maintenance of the roads, the scenic/private property/old maple trees preservation aspect, the major repair (capital construction) of heavily used roads. As Greg put it "we are going to Calaisize the road standards".

We also all seemed to agree that the materials we use on the roads is critical and that this should be part of our recommendations.

5) We then took J.C.'s template and made sure that it included Mo's description of a part of our charge. Then Cathy moved that we use four of the six items on J.C.'s document as our charge, Greg seconded it, and all voted in favor. The new draft charge is below. J.C. is to send it to the Selectboard.

**Construction and Major Improvements**

<b><u>Document</u></b>	<b><u>Description</u></b>	<b><u>Sources/Methodology for drafting</u></b>
<b>1. Project Priorities</b> Policy recommendations for establishing high priority projects – Proposed listing of high priority construction projects*	Criteria for implementing major reconstruction projects, along with a list of such projects that meet the criteria and cost estimates for listed projects.	Review existing traffic density data or commission updates of this data; interview current and past Road Commissioner(s); assess high traffic density road sections in light of VT Trans. standards; produce project priority list for road sections that meet the fewest of these standards; make rough estimates of cost.

<p><b>2. Project Specification Exemptions</b></p> <p>Policy recommendations for exempting from VT Trans. standards road sections that need improvement</p>	<p>Listing of aesthetic, logistic, and environmental factors that would exempt road improvements from meeting VT Trans. Standards; rationale for those exemptions</p>	<p>Review of impact of applying VT Trans Standards; examination of other town's policies; review of watershed and wildlife protection concerns where applicable; testimony of residents with regard features residents want protected, such as mature tree-lines, traffic calming features, and historic views.</p>
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**Maintenance**

Note: This refers to plowing, salting, grading, and minor repairs, including application of new road-building materials. We acknowledge that reconstruction of roads will affect the success of maintenance practices (for example, a better draining road will need to be graded less often).

<b>Document</b>	<b>Description</b>	<b>Sources/Methodology for drafting</b>
<p><b>3. Maintenance Protocol</b></p> <p>Maintenance Practices Evaluation and Recommendations</p>	<p>An assessment of current maintenance and record-keeping practices with recommendations for improvements</p>	<p>Review of: current written policies and records regarding road maintenance; testimony from current and past Road Commissioners; job descriptions and contracts of Commissioner and Road Crew; other town's policies; "best practices" from VT Trans. And Better Back Roads; testimony from Calais residents; systematic "log" of maintenance practices.</p>
<p><b>4. Maintenance Priorities</b></p> <p>List of Maintenance "Trouble Spots"</p>	<p>A list of the most challenging and impassable sections of road in town with recommendations for reconstruction projects including projected costs</p>	<p>Testimony of Road Commissioner and Road Crew; testimony of residents; physical inspection during mud season, after weather events such as freezing rain. Review of "Maintenance Log"; review of VT Trans. Standards applied to these indentified sections; cost estimates.</p>

**As modified and approved by CRC at meeting 1/30/12**

6) We decided that we would invite Alfred to the next meeting to get his input. What are the problems that he sees? What are the solutions?

7) We are changing the meeting time to 6 pm. The next meeting is **February 13, 6 – 7:30** at the Town Clerk's office.

8) J.C. and Cathy are going to work some on charge # 2. Greg is going to put down some thoughts for charge #3 – what should be documented with respect to annual maintenance.

9) Meeting was adjourned at 8:40 pm.

Minutes written by Cathy Kashanski.

Minutes amended by Cathy per the committee discussion following the February 13, 2012 meeting.