



TOWN OF WARNER

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Committee Members
Tim Blagden
Darren Blood
Michael Brown
Christine Frost (Chair)
Casey Milender
Sam Milender
Faith Minton
Rhonda Rood
Carol Anne Sims

Alternates
Chris Bailey
Arlon Chaffee

Corridor Committee Minutes

Monday, 5:30 pm December 12, 2022
Lower Meeting Room Warner Town Hall 5 E Main St

The Corridor Committee meeting was called to order promptly at 5:30. In attendance were Committee Members: Tim Blagden, Darren Blood, Michael Brown, Casey Milender, Sam Milender, Faith Minton and Christine Frost attended by phone Alternates: Arlon Chaffee, Chris Bailey. Guests included Mike Tardiff from Central Regional Planning Commission and Mike Vignale, engineer. As well as other members of the public.

Minutes from December 5th were moved and seconded, and unanimously approved by the Committee. Skill Set introductions of the Committee were made: Mike Brown has worked as a senior assistant attorney general for the State and as associate general counsel for Anthem Blue Cross Blue Shield providing legal counsel; Sam is test engineer for DECCA; Casey is a retired teacher with writing and communication skills; Darren is a civil engineer; Faith is a former educator with communication skills, a community organizer and volunteer; Arlon is skilled in management, coordination and safety issues. Was also involved in Newmarket development; Tim B. worked in International Tech sales and now advocacy work and grant writing; Chris Bailey is skilled in supply chain management, manufacturing inventory management.

Brief Report out on Assignments: Mike Brown reported out that he has researched relevant town records and will bring copies at next meeting.

Tim and Casey have been working on creating draft questions for the planned resident for survey.

A presentation of the LPA process was made by Mike Tardiff from of the Central Regional Planning Commission (RPC) with assistance from engineer Mike Vignale and staff Craig Tufts.

Warner is a member of the RPC, and this is one of many ways that the RPC provides service to the town. The LPA process started a dozen or so years ago by the NH Department of Transportation to ensure municipalities are managing projects in a consistent and process-oriented way. A request for qualification is issued to help get an engineer on board to provide engineering expertise throughout the project. An engineering study is conducted which provides a preliminary review of what might be involved:

Questions asked and answered:

- How long would an engineering study take? Depends on the scope of the project.
- Is the public involved? Yes, there are at least 2 public hearings required by the NHDOT.
- When would the survey take place? In approximately 6 months.
- What does that result in? A preliminary design followed-on by a final design. Changes to the preliminary design can be very expensive.
- Is there a bidding process? Yes, during engineering bid documents are created and a final design agreed upon with the Town. The bid documents are advertised and bid on by contractors to complete the work.
- Does the LPA process include the construction phase? Yes. However, whenever a community takes on a project that is funded through NHDOT it must designate a point person who has been through the LPA training and certified as such. It is a good idea to have 2 people within the town who are certified.
- How long is the certification good for? 3 years for one part and 2 years for another portion of the process.
- The engineering study includes an understanding of rights-of-way.
- Are alternative plans considered? Yes. Usually during the conceptual preliminary design process. The further the town is into the engineering design phase the more liability the town will have to assume if later changes are made.
- What happens if none of the alternatives are selected? I would indicate that there was not clarity on what was expected from the outset. The town should be careful that they know how they want to move forward.
- Can engineering be phased? Yes, but reimbursement is at risk if the project doesn't go forward. The engineering would be paid for from NHDOT funds only if the project is completed through construction.
- What about matching funds? The NHDOT would not provide the matching dollars if the town does not go forward with the project.
- How often will you run into issues with ROW? NHDOT has ROW plans for all their roads. The engineer will try to reconcile their plans with the survey. Engineer will go through the records to figure all that out. The ROW is assessed all along the process. This information will be determined during Preliminary engineering and then the appraisal and easements will take place after Preliminary Engineering study is completed if necessary.
- The Preliminary Engineering will produce what? That will result in detailed engineering drawings, grading information are all detailed in nature.
- Who is noticed for the public meetings? That is up to the Town.
- Is a public hearing necessary? Yes.
- Is eminent domain used in these types of projects? Highly unusual.
- Is there flexibility to mitigate issues concerning ROW? Yes. It is extremely rare to see any takings and easements that might deter the project from going forward.
- What about telephone pole relocations? If poles need to be relocated, there is no cost to the project if it is in the ROW. The Town needs to notify the pole owners (done by the engineer), and this would be part of their fees.
- What about trees or improvements that are in the ROW? Technically improvements are not supposed to be in the State ROW, but if there was landscaping or a wall or something that was difficult, given the flexibility in the process, mitigation steps would be taken to address the issue, and this would be part of the total construction process.
- Have you seen where there has been accommodation for personal improvements? Yes, there is a lot of coordination between landowners at the frontend to resolve the concerns before engineering is completed.

- What about stonewalls within ROW? They could be relocated as part of the part of the project. If historical, the State's Department of Cultural Resource would be involved. It could be a permitting issue and NHDOT would bring in other departments such as Historic Resources if necessary.
- What about town owned water/sewer? Changes/relocation and realignments are reimbursable as part of the project.
- What is the TAP process? Craig provided an overview of the beginning of the process. In this instance, a case was made to have the proposed project reviewed by the Regional Planning Commission
- When will the TAP process take place? It already has. It is a federal program administered by NHDOT.
- How long is the funding available? NHDOT likes to see movement and make sure that it is still moving forward. If costs go up over time, they try to assist but there is no guarantee. However, NHDOT has been working with the towns to address this issue.
- Would the NHDOT release TAP funding for a project as old as this one? Yes, the Feds changed the process and there may be additional funds for inflation.
- What is the process for town funds approval? The town needs to officially state the funds are available through its selectboard. The town doesn't have to have all the funds needed immediately available until it goes to construction.
- Does the town need to raise full amount or only the matching amount? Yes, the full amount. ultimately, the town must approve all funds at a town meeting and is reimbursed throughout the project.
- Is the town allowed to match with other federal funds? No.

Additional discussion took place about being sensitive to the people in town having to go to Town Meeting several times. This should be kept in our discussions going forward. The Town needs to be informed about any changes in numbers.

Survey going out to the Community– Casey and Tim went through some of the draft questions. It was recommended to touch on connectivity, impacts, economic impacts, rail trail as an alternative and property owner concerns. We should also revisit charette information.

TO DO List for Monday December 19th.: Tim and Casey – send survey to Christine to distribute to the committee. Christine – will follow up on what the financial responsibilities of the town are. Faith and Mike – will review minutes

Meeting adjourned at 7:15.

Next meeting December 19 @ 5:30.

Respectfully submitted