

## Approved

Madbury Public Works Exploratory Committee  
Meeting Minutes  
November 1, 2022

Members present: Deb Ahlstrom (DA), Hugh Mercer (HM), Mark Avery (MA), Jay Moriarty (JM), Richard Lipari (RL), Eric Fiegenbaum (EF), John Bickford (JB), John Steele (JS).  
Others present: Janet Wall

### Business:

1. EF will send out an updated contact list of the committee members. He will also ask if the new recording secretary (Daphne Chevalier) for the Planning and Zoning Boards would be interested in being the recording secretary for the PWEC.
2. There was a discussion on the duties of a chair and the original thought that the PWEC chair would not be a town staff person. Some members noted that they did not have experience on a town committee, and JM spoke to the notion that an experienced chair might at least start the committee off. JM moved and HM seconded a motion to nominate Mark Avery as the chair. Motion passed. (MA abstained.)  
MA seated RL as a full member as two full members were absent.  
JB moved and RL second a motion to nominate John Bickford as the vice chair. Motion passed.  
There was a recommendation to hold on the nomination of a committee secretary.
3. There was a discussion on holding public meetings and the NH right to know rules. At a minimum, meetings must be posted 24 hours in advance. The public has the right to attend all public meeting and retain a right to speak during a public hearing. The chair could allow public comment during a public meeting as desired. The committee cannot deliberate or decide a question unless there is a majority of the full members in attendance. Information can be passed to members outside of a meeting, but without any discussion between the members. EF could post minutes to a webpage. It is not a requirement, but once started must be continued. There was consensus to have meetings on the second Wednesday of the month beginning at 6:00pm.
4. MA asked if there were any questions on the committee's charter. There was a desire to know how things are currently done or done in the past. JM related that the town road agent and the contractor would handle general road design and maintenance practices. Larger jobs, like the replacement of the Nute Road Bridge over the Bellamy River, was partly funded by the NHDOT and required a full outside engineering design. In the past there were several local town contractors to choose from, but that is no longer the case. Changes in technology has greatly improved the grind and repaving process. The machinery now does a very good job in grinding in the old pavement and incorporating additional materials into a new road base layer. Recently, after many years of consideration, the intersection of Cherry Lane and Town Hall Road has been redesigned. Since the NHDOT maintains Town Hall Road to just past the Bellamy Reservoir Dam, they were also in favor replacing the narrow "Y" intersection with a safer "T" intersection. Determinations on maintenance tasks is variable as roads don't wear at the same rate and sometimes changes are considered after a winter plowing season.

5. JS joined the committee at 7:00pm.
6. A list of informational items was developed. EF and DA will begin to gather them to make them available. Among the items were: a road list, road budget and capital improvement projects including capital reserve items, the current snow removal contract, the Brookline NH public works committee report, a list of town properties.
7. It was noted that the committee decisions about contracting vs. establishing a department of public works should be based on established facts. Other comments included the need to meet the numerous state and federal operations and labor requirements, and the possibility of prioritizing the town's most important and urgent needs. It was noted that the labor market was very tight. The town's current equipment for building and grounds included a 2021 Ford F350 4x4 pickup, two Skag zero-turn mowers and a lawn tractor.
8. EF noted that the UNH technology transfer folks had a public works listserv and he had gotten a positive response on an inquiry about possible resources for the committee to use.

Respectfully submitted,

Eric Fiegenbaum