

# TEMPORARY ROAD ADVISORY COMMITTEE

## **Establishment**

The Temporary Road Advisory Committee (TRAC) will be appointed by the Board of Selectmen (BOS).

## **Organization**

The TRAC should organize and select a Chair, Vice-Chair, and Secretary. In lieu of a Secretary minutes should be kept by a rotation of committee members.

## **Terms and Conditions**

The TRAC will be a temporary advisory committee to the BOS. The BOS reserves the right to replace committee members, terminate the committee, extend the committee's term, or take any other action the BOS finds appropriate. The TRAC will have no budget. The TRAC has no authority to enter into any contracts or agreements with any potential vendor or sub-contractor. The TRAC will consist of 5 (five) full-time Cornish residents. The TRAC will be guided by the 2014 Road Plan.

***The TRAC will make recommendations based on fiscal responsibility, practicality, and reasonably feasible implementation.***

Members shall represent themselves as members of an advisory only committee. Potential vendors, contractors, and sub-contractors will be advised that bids or estimates shall be addressed to the BOS. Only the BOS has the authority to enter into contracts on behalf of the Town of Cornish.

All meetings shall be publicly warned. Draft minutes shall be available within 5 business days.

The TRAC will abide by NH RSA 91:A.

## **Goals**

Provide information to the BOS to best implement maintenance and improvement to the roads maintained by the Town of Cornish.

## **Task**

The TRAC will be tasked to make recommendations to the BOS for a maintenance plan.

To do so the TRAC should assess:

## Current Conditions

Strengths and Weaknesses in current system

Identify and prioritize immediate needs

When specific recommendations are made, they should include work needed, work sourcing options, and approximate current costs.

## Drainage

Identify strengths and weaknesses and recommend improvement options (not limited to):

Culvert sizing

Road and ditch profile

High shoulders

Gravel road shoulder windrows (double-ditches)

Gravel Road turnouts

Other considerations

Improvements to be made on an annual basis

Consider a maintenance plan based on intervals of 2, 5, 10, and 20 years.

Recommend a schedule of approved materials and vendors.

Schedule should include (where applicable) NH DOT classification, local sourcing, current costs, and use. (e.g. sub base, geo-textile fabric, base, surface, shoulders, ditch-lining)

Identify methodology to inventory: infrastructure, infrastructure needs, and infrastructure maintenance.

Triage conditions of paved roads with consideration given to costs:

What to save before degradation

What is past saving

What is most cost-effective rectification:

Grinding

Other

What is savable with timely action

## **Timeline**

The TRAC shall prepare a report for the BOS by December 31, 2024. A majority vote shall include a roll-call vote. Dissenting members may report to the BOS their objections to the TRAC decision.