



Connecticut Lakes Headwaters - Road Subcommittee
 December 8, 2023, 10:30am
 Pittsburg Fire Station

In Attendance:

CLHCC – Road Sub-Committee	Staff
Gene Chandler, Chair	Dave DeGruttola, LandVest
Shawn Hagan	Bennett Lohmeyer, LandVest
Ray DeMaio	Clint Savage, DNCR
Charlie Levesque	Brian Parise, DNCR
Darrin Jock	Maggie Machinist, DNCR
Harry Brown	Dwayne Covell, DNCR
Scott Mason	Peter Kenney, DNCR
Corey Clark	Diane Mattot, DNCR
Toby Owen	Johanna Lyons, DNCR
Hasen Burns	Jake DeBow, NHFG
	John Sojka, NHFG
Other	
Gail Hanson	
John White, Town of Clarksville	

Chairman Gene Chandler opened the meeting at 10:30 with the Pledge of Allegiance.

Road Management Plan

After introductions, the meeting began with an overview of the Road Management Plan outline by Johanna Lyons. What is currently provided is the skeleton of what is required per the easement. Need to have a list of maintenance and capital projects (endowment and state capital funds) to be accomplished in the next 5 years. A key component will be funding available.

Operating Budgets

Johanna handed out budget forecasts supplied by DNCR business office and proposed CY24 (FY24/25) budgets and SOW. Unknown by the current management staff, the entire reserves and then some were budgeted to be expended by the end of FY 25 (June 30, 2024). The Road Endowment is expected to be in the negative and the Stewardship Endowment is expected to have a small remainder. DNCR provided a SOW for CY24 for typical work that would be done, however, revenue isn't expected to meet the proposed budget. There is approximately \$84,000 in the landowner contribution account (3415). Johanna has asked for the business office to create two accounts for the landowner contribution to better track maintenance versus capital expenditures.

Also handed out was DNCR-DPR CLH staff hours/wages for the period 7/1/23-11/16/23. To date approximately \$42,740 in labor has supported the headwaters property from the Trails and Parks Bureau operating funds. CLH Office Administration may be a little higher than usual because of the planning effort that are included.



Discussion

- DAS has come up with a procedure contract with equipment providers and operators to replace the “equipment rental” procedure. It should be in place by March and Clint is working on SOW and contractor availability.
 - The committee requests notification when the RFB is released by DAS

Capital Budget

The proposed SOW to crush and resurface many of the primary roads was handed out before the meeting. Landowner permission is required for the use of the gravel on the property. Shawn remarked that he offered last fall to front the funds to crush the gravel from their annual road maintenance contribution and had not heard back from Director Wilson. Johanna explained that Director Wilson received the offer at the same time we were realizing that the endowment fund reserves were low and wanted a holistic understanding of the budgets and funding available for operations.

Discussion regarding the recommendation by the committee to include funding for culvert replacement and bridges was had. The Terrell Pond Road culvert is failing, and it is suggested that the culvert be replaced by a bridge. Clint and others met on site to discuss options and a plan moving forward. The estimate to replace with a bridge is \$350,000 and it will require permitting. The best-case timeline would be for D&E to be completed in the summer of 2024 and then submitted to DES for permit approval. Bidding in the winter/spring 2025 and construction in summer 2025. There was general discussion about putting this bridge in the capital budget request for the FY 26/27 biennium rather than using the FY24/25 funding. An option is to move ahead with the D/E and see where we are in implementing the crushing/resurfacing project.

An additional discussion issue is access through Perry Stream Land and Timber property and if the capital funding can be used to secure the rights. It is unlikely that is an approved use of capital funds.

- Motion by Harry Brown: DNCR negotiate a permanent right of way with Perry Stream Land and Timber for access Indian Stream between mile marker 4 and mile marker 8. Seconded by Charlie Levesque, all in favor.
- Motion by Charlie Levesque: Out of the \$1.5 million capital budget, up to \$500,000 be used for design and installation for a bridge on Terrell Pond Road. Seconded by Shawn Hagan.
 - Discussion: Gene Chandler asked do we need all the \$500,000 or should we say less like \$100,000 for design and engineering. Charlie replied that the motion was “up to” and did not commit the full amount.
 - VOTE: 7 in favor, 3 opposed. Motion carries.

Capital Road Projects

Additional projects were suggested by Shawn Hagan and LandVest staff including Comstock Hill bridge (ATV trail crosses it) and hardening the approaches (concrete, paving, limestone) of bridges and tops of culvers on the Deadwater loop to lessen siltation into the streams.

The meeting was adjourned at 12:15

Respectfully submitted, Johanna Lyons, Administrative Clerk