



# TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information, 8 days prior** to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

## MEETING INFORMATION

Date Submitted: November 14, 2022  
Submitted by: Town Manager Paul T. Micali  
Department:  
Speakers: Paul Micali

Date of Meeting: December 1, 2022  
Time Required: 20 minutes  
Background Info. Supplied: Yes:  No:

## CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
<b>Public Hearing:</b>	<input type="checkbox"/>	Old Business:	<input checked="" type="checkbox"/>
New Business:	<input type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

## TITLE OF ITEM

Proposed Winter Maintenance / Salt Use Policy & Procedure Follow-up Discussion

## DESCRIPTION OF ITEM

The Town Council to receive an update on the meeting between the Town of Merrimack and the Merrimack Village District regarding the proposed Winter Maintenance/Salt Use Policy & Procedure.

## REFERENCE (IF KNOWN)

RSA:	Warrant Article:	_____
Charter Article:	Town Meeting:	_____
Other:	N/A	

## EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input type="checkbox"/>

## CONTACT INFORMATION

Name:	<u>Paul T. Micali</u>	Address	<u>6 Babooc Lake Road</u>
Phone Number	<u>603-424-2331</u>	Email Address	<u>pmicali@merrimacknh.gov</u>

## APPROVAL

Town Manager: Yes  No:  Chair/Vice Chair: Yes  No:

Hold for Meeting Date: \_\_\_\_\_

# Memo



TO: Town Council

FROM: Town Manager Paul T. Micali

DATE: November 23, 2022

RE: **Follow-up on Winter Maintenance / Salt Use Policy & Procedure Follow-up Discussion**

At the October 13, 2022 Town Council meeting I was asked to follow-up with MVD on their concerns as they relate to the Winter Maintenance/ Salt Use Policy. On November 1 the Town (Kyle Fox, Dawn Tuomala, Lori Halverson and Myself) met with MVD and their consultants to discuss the salt uses policy. Two items were brought up during the meeting:

The first item MVD discussed is that Well 3 is being decommissioned for the amount of Chloride in the water. Well 3 is on Continental Blvd near the section of road the State maintains. Well 2 and the new Well 9 are also located on Continental Blvd. but within the section that the Town maintains.

Overall the discussion was very informative and centered on the use of Brine in the area of Wells 2 and 9. The Town agreed to try Brine in the area of Wells 2 and 9 for this winter season to see if it is an effective way to treat the roads in that area. A decision will be made for the rest of the Town based on the results from Continental.

The second item that was discussed is the designating signage for the low salt and no salt routes as well as well head protection area. Kyle met with MVD to discuss 36 locations and placement of the signs. Dig safe has been called and will be marking the locations. The installation of the signs will occur over the next several weeks for the MVD "well head protection" sign. The Town's signs are on order and will place on the same pole as the MVD sign. Our sign will read "Limited Salt Area".

**MOTION made by Councilor Hunter and seconded by Councilor Murphy to accept the Town roads, Open Space Parcel 7C/040-2 and Drainage Easements of Greenfield Farms XIV Subdivision Plan and allow the Town Manager to sign any and all necessary documents.**

**MOTION CARRIES 7-0-0**

**4. Withdrawal Request from the Road Infrastructure Capital Reserve Fund**

*Submitted by Deputy Public Works Director / Town Engineer Dawn Tuomala*

The Town Council to consider the request to withdrawal up to \$125,000 from the Road Infrastructure Capital Reserve Fund for the purpose of completing one existing emergency drainage repair estimated in the amount of \$25,000 and future emergency projects as they arise.

Mr. Micali spoke briefly on this, stating that there has been difficulty getting bids approved in time to hire contractors to begin projects, especially for emergency repairs and projects. He is asking the Council to approve withdrawal of extra money in case emergencies pop up so there isn't a delay in getting them worked on. Ms. Tuomala then spoke about the emergency drainage repair, stating that this current drainage issue is on Dahl Rd, and requires replacing a drainage line between culverts and repairing a catch basin that is currently covered by a steel plate in the road. Public Works Director Kyle Fox was also present to share that emergency projects are difficult to repair in a timely fashion due to a change in process a few years ago requiring all withdrawal requests must go through the Council first. Councilor Koenig shared some concern over pre-approving withdrawals as this could open the door to funds being misplaced or misused, and the Council discussed options for managing where the money would "live" when emergencies do not pop up that would require it to be used immediately. Mr. Micali stated that there would be a special account that would be tracked by the finance team. Councilor Hunter suggested adding this as a line item to the budget, in which Mr. Micali stated this is a feasible option. After some discussion, the Council agreed to approve the withdrawal amount of \$75, 000 from the CFR instead of \$125,000, and allocating \$50,000 for future emergency projects.

**MOTION made by Councilor Hunter and seconded by Councilor Healey to approve the withdrawal up to \$75,000 from the Road Infrastructure Capital Reserve Fund for the purpose of completing one existing emergency drainage repair estimated in the amount of \$25,000 and \$50,000 for future drainage emergency projects as they arise.**

**MOTION CARRIES 7-0-0**

**5. Proposed Winter Maintenance / Salt Use Policy & Procedure Updates**

*Submitted by Public Works Director Kyle Fox*

The Town Council to consider the recommended updates to the current Winter Maintenance Policy which includes the previously separate Salt Use Policy within it.

Mr. Micali began by stating that the current salt use policy is 30 years old, and a lot has changed since it was adapted. He also shared that MVD and other important figures in the town are in approval of this new policy. Mr. Fox then shared a copy of both policies with the Council and gave a brief overview of the policies and the changes made. He also stated that there are two RSAs, 231.92 (the liability of municipality standard of care) and 231.92-A (snow, ice and other weather hazards), that influenced these policy changes as they reflect the town liabilities. Mr. Fox then discussed the draft policy, highlighting the objective, no, low, and limited salt routes, replacing damaged mailboxes, and repairing damaged resident property and lawns. The Council discussed in length replacing damaged mailboxes and what is covered under insurance/liability and what is not (such as custom mailboxes, granite, etc.). Councilor Murphy raised questions about salt use and health impacts, asking MVD to briefly discuss their precautions taken to ensure the water quality is not

**Approved: October 27, 2022**

**Posted: October 28, 2022**

impacted. Water Commissioner Don Provencher was present and shared that they met with their consultant regarding a possible salt reduction project, such as one that was conducted in Dover, to help resolve any salt and water issues. He also stated that Dover was able to reduce their salt application and cost by utilizing an anti-icing with liquid brine pretreatment, and that Merrimack may be able to adapt a similar plan. He would like to set up a workshop with the Council, MVD, the Planning Board, and MVD's consultant to discuss potential options for reducing salt and salt costs for the town.

**MOTION made by Councilor Hunter and seconded by Councilor Woods to approve the recommended updates to the current Winter Maintenance Policy which includes the previously separate Salt Use Policy within it, and direct the Town Manager to work with MVD to reconcile their concerns with the policy and update the Town Council no later than January 1, 2023.**

**MOTION CARRIES 7-0-0**

**MOTION made by Vice Chair Harrington and seconded by Councilor Healey to extend the meeting beyond 10:00pm.**

**MOTION CARRIES 7-0-0**

**1. Withdrawal Request from the Solid Waste Equipment Capital Reserve Fund**

*Submitted by Public Works Director Kyle Fox*

The Town Council to consider the request to withdraw up to \$50,000 from the Solid Waste Equipment Capital Reserve Fund for the purchase of a new pickup truck with plow that was included in the approved 2022-2028 Capital Improvement Program.

Mr. Fox shared that he is trying to get approval for the purchase of this vehicle before they can get the bids in, so they do not lose out on purchasing the vehicle due to a shortage of equipment in the current economy.

**MOTION made by Councilor Koenig and seconded by Councilor Hunter to approve the withdrawal of up to \$50,000 from the Solid Waste Equipment Capital Reserve Fund for the purchase of a new pickup truck with plow that was included in the approved 2022-2028 Capital Improvement Program, and allow the Town Manager to sign any and all necessary documents.**

**MOTION CARRIES 7-0-0**

**2. Withdrawal Request from the Highway Equipment Capital Reserve Fund**

*Submitted by Public Works Director Kyle Fox*

The Town Council to consider the request to withdraw up to \$610,000 from the Highway Equipment Capital Reserve Fund for the purchase of seven (7) new vehicles/equipment that were included in the approved 2022-2028 Capital Improvement Program.

Lori Barrett, Operations Manager at Highway division shared that this equipment includes a four-wheel drive pickup with a plow that would replace an existing 2008 pickup, two 6-wheel dump trucks, a field tractor to replace their John Deere tractor, a new message board to replace their 2008 one, an athletic field groomer to replace their 1988 Cushman, and a salt brine system to go on the back of one of the new pickups. Councilor Hunter asked how they will dispose of the vehicles they are getting rid of, in which Mr. Micali stated that the vehicles will be either traded in or go to auction.