



ACEC-NH/NHDOT Highway Design Sub-Committee



In-Person Meeting with Zoom Virtual Option
April 2, 2024
8:00 am – 9:00 am

Meeting Notes

Attendees:

X	Jim Marshall, NHDOT, Chair	X	Clint Mercer, Jacobs
	Ronald Grandmaison, NHDOT	X	Bill Ashford, Kleinfelder
X	Curtis Morrill, NHDOT	X	Brian Colburn, McFarland Johnson
	Corey Spetelunas, NHDOT	X	Benjamin Martin, VHB
X	Cassandra Burns, NHDOT	X	Phil Kendall, HNTB - Remote
X	Jonathan Hebert, NHDOT	X	Mark Debowski, GPI - Scribe

The topic of discussion at this meeting was how the committee can move forward from the last meeting. What are the action items?

1. Utilities

The group discussed how consultants have coordinated with utilities in the past. Typically, consultants get simple, non-CADD information from utilities. The consultant then incorporates the information into the roadway design model with as much accuracy as the information from the utilities allows. The consultant then communicates to the utilities what is in conflict. The utility provides feedback and suggestions. There follows an iterative process of communication to negotiate the changes. Utilities rely on the consultants for technical troubleshooting. The utilities sometimes refer to the cross sections produced by the consultants when evaluating conflicts.

Should we have a group that gets together to better coordinate with utilities for relocations? The goal is to develop guidelines for coordinating with utilities, what to display on plans and cross sections, and to think of ways to make the utility coordination process smoother and more efficient. Jim will gather people from NHDOT design services, construction, and highway design. Consultants will supply people who deal with utilities. Brian will lead this effort for the consultants.

2. CADD Users Group

Bill Caswell does not have the time to get the user group going again. Jim would like the consultant side to chair and initiate it. The group would decide on meeting frequency. The goal of the group would be to work together to make Open Roads Designer more user-friendly and efficient for NHDOT projects. The group will handle current troubleshooting issues before beginning new initiatives.

VHB will lead the effort (Ben and Aidan). One representative each from McFarland Johnson and GPI will also be part of the initial team. Bill Caswell, Eric Milliken, and Hans Weber will be invited from the NHDOT side. Once the group has established a basic framework and schedule, it will be opened to others.

3. Plan Deliverables

This committee will meet with NHDOT Construction and contractors to review the current state of plans produced for NHDOT projects with the goal of learning what is being used and what is not being used in construction. With this knowledge, changes to plan requirements could be implemented. One topic of interest is how drainage is shown in the plan set.

4. Miscellaneous Items

- Ron will publish another checklist - PPSE and/or PSE
- NHDOT is working on standard plans and highway design manual revisions
- Some minor updates to the design report and the design criteria form are coming out. The group suggested using an email distribution list that NHDOT keeps to communicate changes.
- A new intersection sight distance form will be published soon by NHDOT.
- The highway design section of the NHDOT website has been updated to link more information. Feedback on the website would be appreciated.

Next Meeting – May 7, 2024, 8-9am

Distribution: Committee Members