



# ACEC-NH/NHDOT Highway Design Sub-Committee



In-Person Meeting with Zoom Virtual Option  
June 4, 2024  
8:00 am – 9:00 am

## Meeting Notes

**Attendees:**

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

Ben provided update on the CADD user group formed after the April 2, 2024 ACEC subcommittee meeting stemming from the CADD brainstorming session held earlier this year. The group has met twice over the past couple months and intended to meet monthly. The group is using Mural to keep track of the brainstorming session notes. Ben provided a link to the notes to the group.

This small CADD user group is working on developing initiatives and targeting late summer/fall for the first larger users meeting. The meeting will be virtual to maximize attendance potential. There was general discussion on the target audience for the larger sessions with the consensus that the meetings should be focused on CADD users. This will need to be conveyed in the meeting invitation so the target audience can be reached. There was discussion on having a sign-up link for CADD information on the CADD webpage. Jim to see if there can be a sign-up link added to the webpage and have ready in time for ACEC partnering meeting Friday, June 7, 2024.

There was discussion on this subcommittee items to bring up at the ACEC partnering meeting is this Friday, June 7, 2024. CADD user group and sign-up link, website updates, and goals for construction plan make up were recommended for updates. Bill asked about the standard scoping status. There will likely be an update at the partnering meeting.

There was general discussion on the interface between the current and future ACEC Subcommittee website and the Highway Design website. Currently, there are documents (design report, ISD, checklists, etc) that reside on both webpages. The intent is to consolidate to a single location on the Highway Design webpage. DOT is working on updating. Ron will look to post checklists as well. Corey noted he had comments on the pre-hearing checklist that are distributed with these notes.

Jim noted updates to the Highway Design Manual Chapters 4 and 5 should be expected soon. Additionally, a new Chapter 14, is being developed to address post bid processes. There was general discussion on ROW plans and design development in advance of hearing. ROW samples plans and checklists are being developed as well as a Hearing Plan checklist.

Jim to facilitate a representative from Bureau of Construction and from Design Services to attend the next meeting to discuss Construction Plans and deliverables.

**Next Meeting – August 6, 2024, 8-9am**

**Distribution:** Committee Members