

MIDDLE CRAWFORD ROAD ASSOCIATION

BUILDING THE CRAWFORD ROAD COMMUNITY

December 16, 2021

BOARD MEETING MINUTES, 2021

5:00 Zoom

Call to order: 1700

Attendees: Mary, Tara, Max, Mary and Terry Kaye, Rolfe, Carly

Approve Minutes – Mary made a motion to approve the October minutes. Max seconded the motion. All approved. Motion passed.

Treasurers Report –

Operating Account - \$7000

- Mitch's invoice of \$1739

Reserve Account - \$17,009.

Old Business:

- **Meeting with Mitch –**
 - Overview from the meeting with Mitch - He said we now need more than 2 times a year grading. We will budget for 3 times a year - each grading session costs around \$1,700+tax which is multiple gradings on multiple days - without additional material.
 - **North End from the Big Dip to Pavement**
 - The north end of the road has better materials now and is easier for him to shape and appears to hold the shape better than the south.
 - EXCEPT for the intersection of Forest Knoll and Crawford - these potholes are primarily due to water issues and would be greatly improved with a culvert under Forest Knoll. WE HAVE ASKED FOR A BID FOR THIS PROJECT. This would happen in the spring as it is too wet to dig up the road now.
 - **Big Dip**
 - The water on the west side needs to be managed better which is easily done with rip rap - a mini ditch filled with rock WE HAVE ASKED FOR A BID. This would happen in the spring as it is too wet to dig up the road now.
 - **South End- From Big Dip to Pavement**
 - Mitch's opinion that this section is the most problematic
 - Drainage needs to be improved from Venturi to the Big Dip. This can be accomplished with addition of ditches and culverts under driveways on the west side only. WE HAVE ASKED FOR A BID FOR THIS PROJECT. This would happen in the spring as it is too wet to dig up the road now.

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- Mitch also believes it is possible to improve the structure of the road with different material - this is more expensive but may provide better long-term results
 - We are still waiting for Mitch to provide quotes for road work including paving to Venturi Way.
- **RESERVE ACCOUNT BUDGETING FOR NEW ASPHALT**
 - If we can pave the South End of the road we will be able to substantially reduce our annual maintenance of the road and continue to improve the North End.
 - We have asked Mitch for a bid for paving. Our current asphalt is 18 feet - a narrow private road. He is going to give us a bid for 18 feet and 20 feet - with shoulders.
 - This section of the road would have multiple humps to slow traffic.
 - Mitch felt the current road would not need a lot of restructuring to receive the asphalt.
 - FYI - in case you are unfamiliar with Mitch Morley - he is the estimator for Krieg in addition to his own business.
- **Reserve Account Budgeting for Chip Seal**
 - I have contacted Tom Doolittle for a chip seal bid as an alternative to asphalt for a new road and also resurfacing our current road.
- **Additional Notes**
 - The weather in the winter blows organics on to the road. Mitch must first remove these when he comes out to grade. The removal is more complicated with the addition of ditches. He will need to remove and deposit the organics to a specified area. We could avoid this cost by removing the debris ourselves with a work party after a storm.
- **Assessment Guide (Schedule D)**
 - Due to the increase in large trucks the idea of increasing the assessment for Manufacturing and Distributing.
 - As part of the budget the Schedule D needs to be reviewed and modified as needed.
 - A workshop will take place to focus on updating Schedule D before the New Year in order to have this information for the 2022 budget.
 - The board will continue to find more evidence-based methods to determine how assessments are assessed.
- **Signs for humps** – Completed and need installation
- **Mailbox project is on hold until after Christmas. Christian Kittle is heading up this project.**
 - Q&A regarding mailbox project:
 - Can we get package delivery boxes installed? YES – THE POST OFFICE HAS THEM OREDERED AND WILL INSTALL
 - Do we need to put them in order? PREFER GANG BOXES. 16 TO A BOX – they are definitely NOT in order
 - How many boxes are there? 26 or 24 not sure all of them are used
 - How many are already lock boxes? 7
 - What could be maximum?

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- What is the interest – how many more are needed?
- What is the cost? A GANG BOX WITH 16 LETTER OPTIONS AND 2 ADDITIONAL PACKAGE BOXES COST \$1,700 - roughly
- How do we see MCRA being involved in the resolution to this problem?
- **2022 Budget** – Mary has put together a draft for the 2022 budget but we are still awaiting quotes from Mitch as well as finalize Schedule D.

NEW ITEMS

- **Open Treasurer's Position**
 - Max has requested to resign from the board as Treasurer for the remainder of his term. The board has accepted his resignation.
 - Mary has made the motion to nominate Mary Kaye Ney as the Treasurer to fill the position until a vote by the general membership can take place. Tara seconds the motion. All approve. The motion passes that Mary Kaye will take Max's position as treasurer.
- Mary would like to create assignment goals for the board members:
 - Mary Kaye would work on the treasurer duties
 - Tara would be in charge of a MCRA newsletter and website
 - Carly would become the liaison between MCRA and the road contractors
 - Rolfe will be in charge of the community trail

Adjourn: 1815