

**Location:**  
Large Highway Design Conf. Room/Virtual

**Time:**  
10:00 AM to 11:30 AM

**Purpose of Meeting:** Fourth Quarter Meeting 2024

**Invitees:**

× Jennifer Reczek, NHDOT  
× Angela Hubbard, NHDOT (Co-Chair)  
× David Scott, NHDOT  
Andy Hall, NHDOT  
× John Stockton, NHDOT  
× Ron Kleiner, NHDOT

× Nicholas Caron, HDR  
× Anna Giraldi, TTG  
× Chris Fournier, HEB  
× Steve Langevin, GPI (Co-Chair)  
× Sam White, MacFarland-Johnson  
× Karie-An James, WSP  
JoAnn Fryer, Fuss & O'Neill (CQI  
Committee)

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**1. Department staff changes (promotions, new-hires, retirements, etc.)**

- a. NHDOT Staffing discussion
  - i. There is a new Highway PM, Brett Rusnock
  - ii. Jennifer Reczek has resigned as the Administrator of the Bureau of Bridge Design, effective January 2.

**2. Summary of In-House Design Section staff meetings**

- a. No discussion.

**3. NHDOT Information for Consultants**

- a. Angela is working to finish Chapter 7 of the Bridge Design Manual and hopes to publish several sections by the end of the year: steel, deck, bearings, expansion joints, and rail. Preservation and rehabilitation sections will come later. New anode and bearing details are coming soon and can be found as bridge detail sheets (which will include a disclaimer about ownership/responsibility). Most active memos will be incorporated in the updates.
- b. Jennifer noted that T101 bridge rail will no longer be supported by the Department, because it is not MASH compliant and therefore not suitable for the NHS. The rail is popular among municipalities and the Bureau of Planning and Community Assistance will make the call if a waiver is needed. If the consultant chooses to use this rail, the consultant is responsible for it.
- c. Chapter 10 & 11 will be updated as well, which has already been approved by FHWA.
- d. New pier protection guidance will also be coming soon.
- e. Chapter 8 & 9 are the remaining chapters that aren't completed.
- f. The completed chapters of the BDM will be compiled into one manual for ease of searching/use.

#### **4. Technical Topics**

- a. Overview of suggested changes and comments to Bridge Design Checklists
  - i. The TS&L Checklist draft was reviewed and continues to be a work in progress. A whole report section was added based on Chapter 2 of the BDM. The TS&L submission is the only report that needs to be submitted for Bridge Design. A separate Engineering Report is not needed. A brief discussion ensued about the inclusion of footing depths and level of detail/confidence at the TS&L level. Only the above ground elevations are needed on the plans. Also, the checklists do not duplicate what was completed in the previous phase, instead it presents what is needed that is new to the phase. In general, Jennifer believed these changes were in the right direction.
  - ii. For all the checklists, the use of designer/checker/reviewer will be used, with N/A utilized as necessary for line items not needed.
  - iii. The Preliminary Plans Checklist draft was reviewed and was based on Chapter 3 of the BDM as well as the sample plans. Discussion ensued regarding the completion level of Preliminary Plans and where it stands with regards to other submissions. Jennifer concluded this stage should be considered 40-50% of *project* development. Not 50% of the contract plans or design. The goal is to solidify impacts (if not a little conservative). These plans are at the Pre-Hearing submission level and do not include completed "slope and drain". Slope and Drain is a post Hearing submission. The submission can be called Preliminary Plans (Pre-Hearing). There are no ROW purchase plans or Utility plans at this stage. The plans should be developed enough to take to a Hearing. What is included in the Pre-Hearing submission would be the same as what Highway Design has noted.
  - iv. Project development up to PPS&E was discussed. The plans will be approximately 80% at this stage. The pre-ad meeting should be held near the end of PPS&E. Through PPS&E, efforts can be completed incorporating any hearing comments, finalizing roadway plans, and development of wetland plans. Wetland plans should show a means and methods that works. Jennifer suggests planning on 210 days plus 2 months for permit review. PPS&E is where the bridge design starts. One section (critical section) with rebar should be provided, so the NHDOT has an idea of size, spacing etc. Bar marks are not required yet.
  - v. Angela distributed utility section comments on the bridge checklists for consideration in the updates.
  - vi. A brief discussion was held about abutment elevations shown for TS&L or Preliminary Plans. John noted to not "fold out" the wingwalls as is typically done with developed elevation views, but to create three separate elevations at Preliminary as shown in the sample plans. The

details drawn are to be used in the next submission – not stand-alone details. It was suggested to remove the word “developed” from the elevation title.

- b. Deck over backwall issue
  - i. Based on a brief review of backwall details from other DOTs, it does not appear a better approach for deck over backwalls exists. Angela reviewed the Department’s new detail for utilizing screws to physically attach the plastic strips to the backwall. The group agreed on specifying a minimum number of fasteners per section of plastic strip. It was recommended that the Korolath pieces should not be less than two feet long.
- c. Lidar bridge scans for bridge rehabilitations
  - i. The limitations of traditional ground survey methods can create data inaccuracies regarding rehabilitations. This can become specifically critical when considering beam seat elevations and the incorporation of prefabricated bridge components. Under bridge scans using Lidar survey technology can economically capture data to a 1/4” accuracy and be used to augment traditional ground survey to improve existing data captures. The Department will consider bridge scans as a scope item for bridge rehabilitations on a case-by-case basis, however, they may consider making it a requirement for rehab projects and may request a pre-scan meeting.
- d. Temporary support of integral abutments
  - i. No discussion, out of time with the meeting. Tabled for the next meeting.

## **5. Business Topics**

- a. No discussion.

## **6. Potential NHDOT and Consultant bridge training opportunities**

- a. No discussion.

## **7. Bridge Bureau workload and anticipated consultant support needs**

- a. No discussion.

## **8. Subcommittee members**

- Angela will get all the historical minutes to Stephen who will get them to ACEC for posting to their website. Angela will utilize the consultant email list to notify everyone of the new location.
- Finalized meeting minutes are submitted to ACEC-NH Executive Director Jess Eskeland at [Jessica@dennehybouley.com](mailto:Jessica@dennehybouley.com)
- The location of past Bridge Subcommittee meeting minutes can be found at the ACEC-NH website: <https://acec-nh.org/nhdot-cqi-committee/>

NHDOT/ACEC Bridge Subcommittee Membership Rotation	
Chris Fournier, Steve Langevin (Co-Chair)	Sept. 2022 to Sept. 2025
Anna Giraldi, Nicholas Caron	Sept. 2023 to Sept. 2026
Sam White, Karie-An James, John Stockton, Ron Kleiner	Sept. 2024 to Sept. 2027

**9. Upcoming meetings - scheduled Fridays from 10:00 to 11:30 AM**

- a. March 14, 2025
- b. June 13, 2025
- c. September 12, 2025
- d. December 12, 2025