

**MaineDOT Utility Task Force Meeting
September 28, 2016
MaineDOT Conference Room 216
Chair: Mike Moreau**

Attendee: See list at end of document.

Agenda – Feedback on New Manhole Raise Policy; Protection of MaineDOT Electric Services to Traffic Signal & Lighting Control Boxes - policy being developed; Excel Project Data of Work Plan. Recurring Items: Utility Betterment/Construction Plans; Lessons Learned; Open Forum/other business

Welcome all and thank you for attending the meeting. Only meeting this year as our spring meeting was cancelled. Introductions were done.

New Items:

Feedback on New Manhole Raise Policy.

Any concerns or issues? Either the Department policy and process to follow? Or what materials to use in which circumstance?

- At a conference recently, one utility rep was surprised to hear many in the northern districts have not heard of the new policy. Still raising and using rings....
 - Mike indicated that both riser rings under frames and ring inserts placed in the top of frames are allowed. There are separate criteria for each use discussed in the policy, depending on the situation
 - Utility will follow up, share more information with Mike on which districts were unaware of policy so MaineDOT can reach out.

Protection of MaineDOT Electric Services to Traffic Signal and Lighting Control Boxes (Draft Policy shared and attached)

- Mike introduced a new policy being developed by the Department. The Department wants to bring the construction practice for electric service connections to traffic signalization and lighting control boxes in line with Utility Accommodation Rules.
 - Specifically, use concrete encasement around PVC pipe or use steel pipe from service drop to control box.
 - All lines 36 inches minimum below surface to top of pipe.
- Situation one Utility came upon.... service went under two streets, one of them 4 lanes wide, before entering the control box. Transformer being the only protection.
 - These are the situations MaineDOT wants to address with the policy, service drops to control boxes or breaker boxes
- Comment – Meter and breaker box on poles are not usually wanted but would rather have breaker box on pole instead of going underground for long distance before meter and breaker box.
 - Suggestion – include in the policy; install meter and breaker box on pedestal as close to service drop as possible before feeding control boxes.
- Please email any other comments to Mike.

Question asked – have the Project Managers in the department seen the policy? Not as of yet, seeking feedback here first. Policy will be shared with Construction Group, Project Managers and so on for their feedback as well.

- MaineDOT is trying to get the policy ready for implementation in 2017
- Still a number of in-house meetings needed to finalize policy
- Comment - Designer will have to start taking this policy into consideration on designing soon.

Excel Project Data – Working on Downloadable Work Plan Spreadsheet.

- Mike demonstrated where to find the MaineDOT work plan spreadsheet on the MaineDOT webpage

<http://www.maine.gov/mdot/projects/workplan/>

- Bottom of page under Work Plan Documents – Work Plan 2016-2017-2018 list of projects (XLS)
- Information provided within can be useful for scheduling
- Document can be downloaded, saved and sorted to fit your needs

MAPVIEWER – another tool available

- Mike demonstrated features in the Program
- Need Explorer 9 or higher, or Chrome, or Firefox to run the Program
- If you have any issue connecting best to call Nate Kane: 624-3297 and please let Mike or your Utility Coordinator know so we can follow up

Recurring Items

- **Utility Betterment/Construction Plans**
 - Any project coming down the pipe? Please share information when available so we can cross check candidate projects for possible conflicts.
- **Construction Lessons Learned**
 - How did the season go?
 - Bangor Broadway Street Gas Project – planning for future construction by setting facility depth with additional lane in mind in the event in the future a lane is actually added. This will minimize need to relocate lines in the future.
- **OPEN Forum**
 - Comment – on recent bridge plans, notice poles were set at 10' and 11' from bridge structure when should have been 15'. Utility caught early enough to make the adjustment. Please share these situations with MaineDOT so others in the Department can be made aware as a reminder/learning process.
 - Mike will raise awareness of latest Accommodation Rules with designers so plans are designed with them in mind going forwards
 - Still may see some plans developed prior to change which are “Shelf Project” currently waiting for construction funding
 - Question
 - Letter 1's on Crack Sealing Projects – received this year, never received in the past. Will this be the case in the future?
 - It is left to the coordinator to decide. Some call, some send letters

- Federally funded projects require a Utility Cert to be issued – notice to the utilities is one of the requirements
- Several coordinators are comfortable on Crack Sealing Projects to sign w/o providing notice seeing the work does not involve the Utilities at all.
- Similar projects are Rumble Strips and Fog Sealing

Per Mike – the coordinators no longer need to provide letter 1’s on Crack Sealing, Rumble Stripping or Fog Sealing Projects.

- LCP Projects – Letter 1’s are provided to Utilities as well.
 - It may be redundant, but is good to have the LCP information even though no schedule dates are in the letters. Gives the Utilities a chance to notify MaineDOT of work they have in the same area
- Comment –Rick shared a complaint from contractor regarding the 10ft clearance from electric service drops. That contractor’s policy is to keep all equipment 10ft from all electric lines and wanted utilities to raise services. Not all contractors have that policy
 - The Department has never asked electric utilities to raise service drops for contractor work. This is between the contractor and the electric utility
 - Raising Grade in highway reconstruction projects may require raising cross wires which the Department requests. The main purpose for that is to account for grade changes and future paving in the years ahead.
 - Situation happened where temporary relocation was required but nothing was mentioned in the Bid book needing to move wire.
 - General reminder: Regarding the 20ft clearance when cranes are involved; can be reduced to 10ft if the contractor verifies that the line voltage is less than 50kV
 - Some contractors put out signs underneath the wire locations to make sure the contractors are aware lines are in the area.
 - Some Utilities cover the wires for Contractors but this does weigh down the wire further. Also, the cover does not protect against arcing when hit, just makes the wire more visible.

10/5/2016
Minutes by Shelly Wood

Attach: Draft Policy, Protection of MaineDOT Owned Underground Electric Service Connections

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Attendance List**

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