

New Hampshire Department of Transportation
BUREAU OF BRIDGE DESIGN
 Office Meeting Minutes – September 25, 2017

In Attendance (X):

<u>Administration</u>		<u>Consultant Section</u>		<u>In-House Design</u>		
X	Bob Landry	LRL	X Joe Adams	JCA	X David Scott	DLS
	Lynn Paquette	LP	Bob Juliano	RAJ	X Bill Saffian	WPS
			Mike Licciardi	MGL	X Jason Tremblay	JAT
			John Sargent	JAS	X Tony Weatherbee	ANW
			Ron Kleiner	RLK	X Sue Guptill	SMG
					X Aaron Janssen	ACJ
					X Pete Parenteau	PJP
			X Nick Goulas	NBG	X Angela Hubbard	ABH
			Ken Morrison	KLM	X Chelsea Noyes	CKN
			X John Poisson	JTP	Kevin Daigle	KFD
			X Jerry Zoller	JSZ	X Phil Brogan	PAB
					X Mark Wagner	MGW

Items:

1. **DLS ACEC** New Hampshire Bridge Sub Committee has asked that consultants be provided with meeting notes from discussions in staff meetings. Consultants are interested to know topics of discussion and decisions that are made in these meetings that affect the work they do for NHDOT.
2. **DLS/ ABH** Materials for the completed portion of Chapter 7 should be reviewed and comments returned to Angela by October 12, 2017.
3. **ACJ**
 - a. Presented the new feature in the “Bridge Inspection Photo Reviewer” that allows the user to view the most resent inspection report for each bridge. Open photo reviewer and select bridge of interest as before, then click ‘Inspection Report’ button found under the ‘Inspection Details’ Section
 - b. Presented the new feature in Google Earth that allows the user to view the most recent inspection report for each bridge. Open Google Earth as before, choose the drop point of the bridge to open the detail balloon, at the bottom of the balloon right click ‘Inspection Report’, and choose ‘Open Link’ to see the most resent inspection report. To close, choose the ‘Back to Google Earth’ button in the left hand corner.
 - c. There is a new format for the Inspection Report
 - NBG mentioned that there is a new manual for element states in the AASHTO Manual for Bridge Element Inspection 2013 Edition, Interims 2018, which changed the way bridge elements are rated
 - Reports now include the Inspection Group, Bridge Maintenance Crew, and AASHTO Elements
 - Inspections completed prior to this year have been migrated to the new system

- It can take up to 2 complete inspection cycles (4 years) to accurately reflect field conditions as Inspectors adjust to the new system and each bridge gets its inspections using the new system.
- Previous inspection information is now included as part of the 'Inspection History' Table instead of each previous inspections information.

Round the Table:

ABH:

- Pictures taken during field visits should always be stored on the V drive. If pictures are taken for a specific project place the pictures under the project number (V:\Towns\'Project Number') and place a link to them under the bridge number (V:\Towns\'Town Name'\BridgeInspMaint\'Bridge Number').
- Conference Reports should be stored <S:\Bridge-Design\MISC\Library\Conference Reports>
- For memorandums about the Bridge Design Manual, listed on the NHDOT Bridge Design website (<https://www.nh.gov/dot/org/projectdevelopment/bridgedesign/manual.htm>), those listed as Active are changes that are policy but the Bridge Design Manual has not yet been updated to reflect those changes, and those listed as Inactive are items that have been updated in the Bridge Design Manual.

Prepared by: CKN

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