

# Forest Products Road Manual:

A Handbook for Municipal Officials  
and  
The Forest Products Industry



## ACKNOWLEDGMENTS

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# Introduction

## Commissioner Chris Clement, NH Department of Transportation

The timber harvesting industry has a long and storied history in New Hampshire. From its colonial beginnings, the Granite State has been a major producer and exporter of wood products.

Whether it was millions of feet of pine boards for buildings, or tall trees that would become the masts of Europe's sailing ships, timber from New Hampshire forests was part of the foundation of New Hampshire's early economy and growth.

Almost three centuries later, the forest products industry is still a major economic force in New Hampshire, employing over 10,000 people with over \$1.5 billion in annual revenue. Direct payment of local timber taxes to municipalities, along with the registration and use of logging trucks, trailers, and equipment contributes hundreds of thousands of dollars to the State and local economies each year.

Getting the wood products to market requires coordination, communication, and a dependable highway system of local and state roads.

This manual is a guide for both municipal officials and the forest products industry to improve everyone's understanding of the laws which govern public roadways. It serves as a proactive guide, not only as a resource for information and contacts, but also to provide an understanding that will allow all involved to build trust and avoid conflicts or issues.



# Communication

As with any business transaction, communicating intent and clarifying expectations is important to a successful outcome. **For a timber harvest, communication may be *the most important contributor to a successful outcome.*** Anticipating potential issues and communicating them to the private parties involved, the town or even the public can increase operational efficiency, reduce confusion or frustration, and allow for a better overall experience.

Even if there are no anticipated problems, the process of “checking in” with other parties, including town officials, and sharing plans can ensure that everyone has the same working assumptions and increase the probability of a successful timber harvest.

The communication process begins when a landowner, forester, logger or trucker files a NH Department of Revenue Administration (DRA) Intent to Cut form at the town office. The town acknowledges the intent by signing it within thirty days if the following criteria have been met:

1. All owners of record have signed the Intent to Cut form
2. The land is not under the Current Use, “unproductive category”
3. The Intent to Cut form is complete and accurate
4. Any required timber tax bond has been received

The DRA Intent to Cut cannot be held up by town officials for more than thirty days for a road bond if the four criteria mentioned above have been satisfied.

It is important to contact the town office in which the timber harvest is planned to find out what permits and restrictions may apply. A directory of municipal offices is located in Appendix I - New Hampshire City and Town Clerk Offices of this manual.

In addition, many New Hampshire municipalities have further requirements that impact logging operations unrelated to the DRA Intent to Cut. For example, a road bond may be required.

Successful timber harvests require frequent communication between landowner, forester, logger, trucker and sawmill. Communication with town officials, particularly road agents or NHDOT District Engineers for State roads, is also critical to ensure safe and efficient transportation. Road agents have intimate knowledge of local road conditions, traffic patterns and hazards which could be of concern to those trucking wood products. It may be important for the road agent to know the intended hours of operation and/or trucking on a logging operation to coordinate with other town activity. For example, the town may be planning to mow or pave along a roadway which will be used during a timber harvest. The activity may be delayed or rescheduled. In any event, communication between the timber harvester and the municipality could prevent misunderstanding and inconvenience. See Appendix II -

Communications Case Study for a case study and discussion points surrounding communication during a timber harvest.

For a copy of “Guide to New Hampshire Timber Harvesting Laws,” contact UNH Cooperative Extension, Forestry Information Center (800) 444-8978 or the NH Timberland Owners Association (603) 224-9699. This document can also be downloaded from the UNH Cooperative Extension publications website at:

[http://extension.unh.edu/resources/files/resource000253\\_rep274.pdf](http://extension.unh.edu/resources/files/resource000253_rep274.pdf).

**Recommendations:**

- **Early in the process, meet with the road agent to discuss where to enter the property and ask about potential issues.**
- **Ask road agent and/or DOT district engineer about the appropriate permit(s) to file, including bonding, based on road classification and ownership.**



*Tornado Salvage operated by Garland Lumber. Photo courtesy of H. Carbee, North Country Procurement*



# Road Access

## The NH Highway Classification System

The New Hampshire public highway classification system is outlined in RSA 229:5. The following is a summary of each level of classification. Each classification description outlines what authority (federal, state, local, or private) is responsible for construction, reconstruction, and maintenance of the road. It is important for the reader to understand the differences among the road designations and to identify where there may be confusion and where a quick phone call to the town office or the state district engineer could avoid a misunderstanding. For more information on the state highway system, a copy of "A Hard Road to Travel" can be obtained from the New Hampshire Municipal Association at (603) 224-7447.

### Class I - Primary State System

Class I roads include existing or proposed highways of the primary state highway system except those portions inside New Hampshire Department of Transportation (NH DOT) designated urban compact sections of cities and towns, as listed in RSA 229:5, V. However, within the urban compact areas, turnpikes and interstate highways are Class I highways. The State has full control of these Class I highways and pays the costs of construction, reconstruction and maintenance, including bridges.

### Class II - Secondary State System

Class II roads are the secondary state highways except for those portions located inside designated urban compact sections of cities and towns (RSA 229:5, II). The State assumes the costs of reconstruction and maintenance of all Class II highways that have been improved to the satisfaction of the New Hampshire Department of Transportation. Other Class II highways, those not improved to the NH DOT standards, are maintained by the city or town in which they are located. Towns and cities are eligible to use state aid funds, when available, to improve Class II roads.

### Class III - State Recreational Roads

Roads within and leading to state-owned reservations (such as campgrounds and parks) are designated by the legislature as Class III State Recreational Roads (RSA 229: III). The NH DOT is responsible for reconstructing and maintaining these roads once they are designated by the Commissioners of the NH Department of Resources and Economic Development as well as the NH DOT (RSA 233:8.) In addition, when authorized by the legislature and approved by governor and council, the Commissioner of Transportation may lay out and construct a public road to a private recreational area. Any class III public road that leads primarily to a private recreational area is maintained by the owner or operator unless other arrangements are made. Class III highways can be regulated by the Commissioner of the Department of Resources and Economic Development.

## **Class IV - Urban Compact Section Highways**

Class IV roads are all highways within the urban compact section of the cities and towns listed in the statute as designated by the NH DOT. The compact section is described as the area of the city or town where the frontage on any highway is primarily occupied by dwellings or buildings in which people live or business is conducted, throughout the year. Occasionally, these boundaries are marked with “Urban Compact” signs along the highway.

## **Class V - Town or City Roads and Streets**

Class V roads consist of all other traveled highways that the town or city has a duty to maintain regularly. If a town or city spends money on a highway, it generally is a Class V highway. The only exception is an emergency lane. A Class V highway can be anything from a one-lane dirt track to a 6-lane boulevard. Occasionally the term “Class V road standards” is used. A town or city may create road standards for Class V roads. There is no set statewide standard for Class V roads; however, there are recommended minimum standards:

<http://www.nh.gov/dot/org/projectdevelopment/planning/documents/SuggestedMinimumDesignStandardsforRuralSubdivisionStreets.pdf>

## **Class VI**

Class VI roads are defined as all other existing public ways which are either discontinued subject to gates and bars or not maintained by the town in suitable condition for travel for a period of at least five successive years. Class VI highways are full public highways in every sense except maintenance. Towns have no duty to maintain Class VI roads. (RSA 229:5, VI.) In fact, RSA 231:59 limits town highway expenditures to Class IV and V roads with an exception for an emergency lane (RSA 231:59-a). Even though they may be “subject to gates and bars,” Class VI roads remain a public way and any gates or bars installed may not interfere with public travel (i.e. cannot be locked and easily opened).

There are two ways for a Class V road to become a Class VI road:

1. The road is discontinued subject to gates and bars (RSA 231:45 & 229:5, VII):
  - Requires a vote by the legislative body (town meeting or city council)
  - The warrant article should describe location and that road will be “subject to gates and bars.”
2. Not maintained for a period of at least five successive years (RSA 229:5 & 231:45-a):
  - Most Class VI roads are a result of this provision.
  - Roads that were reclassified by default due to this provision can revert to Class V roads if they are maintained for at least 5 consecutive years (RSA 229:5, VI).



It is important to be aware of all New Hampshire timber harvesting laws that apply to roadside zones. For a copy of “NH Timber Harvesting Laws” contact NH Timberland Owners Association (603)224-9699 or UNH Cooperative Extension Forestry Information Center (800) 444-8978. The document may also be viewed on-line at: [http://extension.unh.edu/resources/files/resource000253\\_rep274.pdf](http://extension.unh.edu/resources/files/resource000253_rep274.pdf)

### **Can a private party maintain or repair a Class VI road?**

Yes, with permission of the municipality (RSA 236:9). This provision prohibits excavating or disturbing ditches, embankments or the traveled surface without prior written permission of the municipality’s governing body or the road agent. The municipality may also regulate the work and require a bond assuring the road is returned to a condition acceptable to the local authority (RSA 236:10 & RSA 236:11).

This authority extends to vegetation as well. Vegetation may be cut along a public highway but only with permission of the town regulatory authority (231:21-a); in such circumstances, abutters must be notified.

### **Discontinued Roads**

A Class VI road which is discontinued subject to gates and bars is not the same as a road completely discontinued. A completely discontinued road results in the dissolution of the public right of way. The land is then returned to the control of the relevant land owners (usually the abutters). Private easements, such as utility lines, that follow a public way remain intact.

The complete discontinuance of a local highway (Class IV, V or VI) requires a vote of the legislative body (RSA 231:43).

There are two important points to remember concerning discontinued roads:

- 1) Public highways cannot be lost by adverse possession unlike an owner of private property, who can lose ownership after 20 years of adverse possession by others (sometimes called “squatters’ rights”). This provision does not apply to public property, including highways. So if a house is 100 years old and sits where a highway once ran, and that highway was never discontinued, the road cannot be barricaded. It is still a legal public highway.
- 2) Non-use of a road does not necessarily mean discontinuance, and even though a highway has been physically abandoned it may continue to be a public right of way. The complete discontinuance of a local highway takes a vote of the legislative body (RSA 231:43). Action by the selectmen is not enough. The best evidence of a past discontinuance is a vote recorded by the clerk in the town report.

## Scenic Roads

New Hampshire's RSA 231:157 and 158 allow the establishment of scenic roads by a municipality. Scenic roads are local town designations and are not specifically part of the statewide system. Class I or II roads cannot be designated scenic roads.

The statute states that any road in a town, other than a class I or class II highway, may be designated as a scenic road upon petition of 10 persons who are either voters of the town or who own land that abuts a road mentioned in the petition. All abutters of the road must be notified within 10 days of the filing of a scenic road petition. The voters of the town may designate the road as a scenic road at any annual or special town meeting. Similarly, scenic road designation may also be rescinded at any annual or special town meeting.

The scenic road designation means that town repair, maintenance, and reconstruction of the road and utility company maintenance of equipment in the right-of-way may not involve cutting or removal of trees (defined as 15 inches in circumference or more measured at 4 ½ feet above the ground), or destruction of stone walls without a prior public hearing and written consent of the planning board or board responsible for the local scenic roads program. There are exemptions for the prompt restoration of utility service and for trees that pose an "imminent threat" to the traveling public. Scenic road designation does not affect the rights of any abutting landowners to cut trees or remove stone walls on their own property. Scenic road designation does not affect the eligibility of the town to receive construction, maintenance or reconstruction aid. In addition, the law allows towns to impose additional or different provisions relating to a scenic road designation (231:158).

Towns are required to keep a list of all scenic roads in the town, updated at least annually. Check with the town office for more information on scenic roads.

## Municipal Trails

Class A and Class B Trails (RSA 231-A:1)

A Class A Trail is a public right-of-way subject to public trail use restrictions. The Class A Trail is not a publicly approved street and cannot be used for vehicular access to any new building or structure or for increased use of any existing building or structure. Class A Trails may be used by abutters for non-development uses such as forestry, agriculture or to access an existing structure. These owners are not subject to the public trail use restrictions except for time limits or seasonal restrictions imposed by the local governing body. The municipality has no responsibility to maintain a Class A trail for use by abutters. The abutting owners must obtain permission from the municipality prior to excavation, construction or disturbance to a Class A Trail.

A Class B Trail is more restrictive than a Class A Trail. A Class B trail cannot be used for vehicular access to any new or existing building or structure. In addition, a Class B Trail

cannot be used by the owners of land served by or abutting the trail in any manner inconsistent with the public trail use restrictions.

Municipalities have the authority under RSA Chapter 231-A to reclassify local highways as Class A or Class B municipal trails although such actions may require payment of damages for the reclassifications. Once reclassified, these trails retain public rights-of-way subject to trail use restrictions. Municipal trails are not subject to the Basal Area Law (RSA 227-J:9). A town meeting vote is required to reclassify Class V and Class VI roads as municipal trails. However, a road that is the sole access to a property cannot be reclassified as a Class B trail without written consent of the landowner.

Trail use restrictions can be imposed by a landowner as a condition of granting a trail easement to the municipality, or can be imposed by the municipality either by a vote of town meeting or adoption by the board of selectmen. Trail use restrictions can include a prohibition of motor vehicles.

# Temporary Driveway Permits

## State Highways

(Office of the Commissioner, Declaratory Ruling No. 2000-01)

All access from a state highway for timber harvesting requires a temporary driveway permit and a bond unless access is granted through an existing permitted driveway that can safely handle the trucking. Bonding may be waived if the applicant has consistently conformed to previous permitting requirements. The Temporary Driveway Permit must also stipulate a time limit therefore a previously used entrance is not valid unless a new permit has been obtained from the NH DOT district engineer. Permission for a temporary driveway permit will not be granted on limited or controlled access highways unless under unusual circumstance or hardship.

A 36" by 36" sign with black letters on an orange background warning "Trucks Entering" must be placed if the drive sight distance is less than 500 feet or under special circumstances like a sharp curve. Specifications for signs are provided with the driveway application.



### **A Temporary Driveway Permit is required from the State of New Hampshire to assure:**

- Sight distance (for safety).
- Drainage both along the edge of the highway and from the access.
- Protection of the edge of pavement – both for potential breakup of the pavement and tracking of mud and snow or other debris onto the pavement surface.
- Restoration of the ditch line, pavement, and drainage from the site at the end of timber cutting.

### **When planning a timber harvest it is important to remember that:**

- The entire logging operation must be conducted outside of the highway right-of-way.
- The log landing and all loading or chipping operations must not occur on the pavement or shoulder of the highway, or adjacent to the pavement within the right-of-way.
- The minimum requirement for an all-season sight distance is 400'. If 400' is not possible, choose a location that provides the best sight distance.
- The best driveway location for safe sight distances may not be the easiest or most economical location to construct an entrance.
- Compliance expectations may vary between NH DOT districts. The district engineer can provide assistance with the permitting process as well as make suggestions about the most appropriate access location and construction techniques to use.

Application forms may be obtained by visiting or calling the NH Department of Transportation, Highway District Office. A listing of the district offices is located in Appendix I - New Hampshire City and Town Clerk Offices.

## Town Temporary Driveway Permits

Most municipalities require driveway permits to access public highways from private property. The purpose, similar to the state's, is to prevent erosion, preserve highway drainage, and ensure adequate lines of sight. Some towns may require a temporary driveway permit to access timberlands for a logging operation. The process and standards vary depending on the municipality. Therefore, when preparing a timber sale, forestry professionals should call the town office to determine if a temporary driveway permit is needed (see town listing in Appendix I - New Hampshire City and Town Clerk Offices).

Even if a temporary driveway permit is not needed, forestry professionals should:

- Make sure there is adequate sight distance for oncoming traffic and trucks to safely see the approach.
- For safety and to protect against liability, place "Trucks Entering" signs that are easily seen from each side of the approach if needed. Although each situation is different, well-placed signs at the best possible locations have protected truckers and ensured coverage from their insurers.
- Before "Trucks Entering" signs are placed, receive written permission from the road agent or appropriate authority.
- Place an apron of crushed stone or wood chips to protect the pavement or road surface of the town highway.
- Install culverts where needed. Remember that these need to be included on a wetlands application if jurisdictional wetlands are being crossed. That permission is required from the town before culverts are placed in the town right-of-way or road surface.
- When the timber operation is complete, pull culverts (if not permanent), clean out ditch lines, seed and return the access to its original condition.



*A crushed stone and gravel apron onto NH Route 11 in Wilmot. Photo by H. Johnson, NHTOA*

## Additional Signage Considerations

Some additional signage considerations include:

- Liability considerations – The first element of negligence is a breach of legal duty of care. Someone who undertakes an activity that could reasonably harm another must take proper care to avoid causing injury. For safety and to reduce the chance of liability, at minimum, place “Trucks Entering” signs that are easily seen from each side of the approach, if needed.
- In situations where the condition or activity is seasonal or temporary, the warning sign should be removed or covered when the condition or activity does not exist.
- OSHA, DOT and/or Federal Highway Administration Regulations control signage and work zone controls and procedures. When the normal function of a roadway is suspended (including private roads open to public travel) or impacted, including but not limited to, constructing driveway cuts or work within highway shoulders, additional controls or precautions may be necessary.
- Consider signage, or other traffic control (such as advance warning signs, flashing vehicle lights, and flags), when working outside the shoulder. Specifically, if any of the following conditions occur.
  - Work will be performed immediately adjacent to the shoulder at certain stages of the activity.
  - Equipment may be moved along or across the highway.
  - Motorists may be distracted by the work activity.
- Manned traffic control should be used only when it is absolutely necessary, due to the high cost, and it is not typically budgeted into timber sale costs; alternative traffic control measures should be employed if it does not compromise public safety.
- Further specifications on signs, sign installation and procedures can be found in the Manual for Uniform Traffic Control Devices:

[http://mutcd.fhwa.dot.gov/kno\\_2009.htm](http://mutcd.fhwa.dot.gov/kno_2009.htm)(current version)

[https://www.osha.gov/doc/highway\\_workzones/mutcd/index.html](https://www.osha.gov/doc/highway_workzones/mutcd/index.html) (1998 Edition used by OSHA)



## Road Bonds

Municipalities spend a hefty portion of the town's budget on road construction and maintenance. Therefore, it is in the town's best interest to protect roads from unnecessary wear and tear. Careless hauling with heavy trucks, particularly during certain times of year, can cause significant damage. As a result, towns may require that a bond be posted before trucking can begin. These bonds are authorized: a) under RSA 236:9 - 236:12 when permission is sought to disturb the ditches, shoulders, embankments or improved surface of a town road; and b) under RSA 231:190 and 231:191 when permission is requested to exceed weight limits placed on the road.

A bond is a form of insurance that protects the town from unnecessary damage which may occur to the public highway. While the law authorizes the town official to require road bonds, these statutes do not include criteria or standards for determining reasonable bond amounts. This may create inconsistency from town to town regarding both the bond amount and how the bond is applied. Bond amounts depend largely upon the particular circumstances of each road. One size does not fit all. However, bonds must be equitably applied to all industries based on the vehicle's potential to impact a road; the commodity should not dictate whether a bond is required (i.e. a 25-ton truck carrying logs should be required to post the same bond as a 25-ton truck carrying gravel or fuel, etc.). The UNH Technology Transfer Center is available to assist municipalities with road maintenance and repair questions. The center can be reached at 1-800-423-0060 or by email [t2.center@unh.edu](mailto:t2.center@unh.edu). You can also visit their web site at <http://www.t2.unh.edu>.

### **Within recent years, RSA 236:10 and RSA 236:11 have been amended to clarify these issues:**

RSA 236:10 now reads, "The bond requirements shall be equitably and reasonably applied to other bonded vehicles using the highway. The type of commodity being transported shall not be the determining factor for requiring a bond or the dollar amount of the bond. The person or entity providing the bond shall determine the type of bond furnished and it may be in the form of cash, letter of credit from a bank or lending institution licensed in New Hampshire and acceptable to the person giving written permission, or a bond furnished by an insurance company. The person or entity granting permission shall not arbitrarily withhold funds from any cash bond or letter of credit, but shall first make a good faith effort to resolve any differences with the contractor doing the excavation or restoration."

In addition, RSA 236:11 requires that the road (shoulders, ditches, embankments, or surface) be restored to a condition at least equal to the condition that was present before the excavation or disturbance occurred.

Municipal officials should establish clear conditions under which the town will hold and release a road bond. For example, the road bond might be held in escrow and an inspection of the road condition required before the bond is released. Photographs, videotape or other documentation of road conditions before and after a logging operation may be helpful. This will also sort out damage caused by other vehicles. Communication is most important; through good communication and "relationship building," potential issues can be addressed before they escalate (e.g. small repairs can be made before a bond is pulled, etc.).

## Weight Limits

Mud season is familiar to any trucker in the northeast. From the middle of March until the end of April, while the frost moves out of the ground, trucking is curtailed to protect road surfaces. An unreasonable barrier to commerce may occur if road bans are posted on a set schedule regardless of actual road conditions.

During a road ban, heavy trucks cannot travel on roads within the town unless the driver receives permission to exceed the posted weight limit as described below (RSA 231:190 and 231:191). Towns may establish maximum weight limits, seasonal or otherwise, that are more restrictive than the weight limits established in RSA 226:17-26. Similarly, the NH Department of Transportation may place weight limits on hundreds of miles of State-maintained secondary roads. The state statute requires that weight limit posting must be done “in accordance with currently acceptable practices and technology.” Signs must be posted at all entrances to the restricted road.

It is against the law for any person to drive a vehicle in violation of maximum weight limits without permission from the board of selectmen, road agent, or appropriate NHDOT authority. Reasonable accommodation may be reached for those seeking permission to exceed the maximum weight limit. Municipal or state officials may establish “reasonable regulations for bonding and restoring the highway.” The bonding requirement guarantees that damage done to the road will be repaired. A municipality has authority to require restoration of the road if town officials believe the damage or disturbance is attributable to vehicles or activities under such person’s control or responsibility. Upon request, the municipality must provide the reasons, including any inspection reports. If you are seeking permission to haul on a state secondary road that has a seasonal weight restriction, please contact either the DOT District Engineer or the District Maintenance Supervisor for permission.

No vehicle or business is exempt from the maximum weight limits simply because of prior use of the road. However, property owners or commercial enterprises who can demonstrate that the weight limits would entail practical difficulty or unnecessary hardship, and who comply with all conditions and regulations concerning bonding and restoration, can be granted an exemption unless the exemption would be detrimental to public safety. Unnecessary hardship includes weight limits that significantly interfere with a commercial enterprise or land use which existed prior to the weight limit posting. A business impacted by road weight restrictions may request a public hearing.

Often municipal road bonding decisions are made in consultation with the road agent. The road agent’s experience and knowledge is important in determining when roads are in need of posting to prevent unreasonable damage or extraordinary expense. The road agent may recommend that trucks haul until mid-morning during the coldest part of the day (until the sun warms the pavement) and then wait until early the next day. This accommodation allows commerce to continue while protecting the local road from damage.

NH Department of Transportation will post weight limit signs on State secondary roads when they deem there is a risk to the road; specifically, the road will be posted if it is not “solidly

frozen.” An overnight period of 28-degree temperatures usually does not result in a roadbed that is “solidly frozen.” While there is a period early in mud season when daily melting to a few inches below the pavement will solidly refreeze on a cold night, there comes a point in the season where it may only freeze a slim layer along the top surface; water below this layer remains unfrozen and tires driving across the pavement can pump the water up through the pavement cracks. This is when the most damage is occurring.



The University of New Hampshire, Technology Transfer Center developed a scientific method for assessing road conditions. To summarize, municipalities should consider the following factors when considering road restrictions:

- Surface thickness, if pavement is thinner than 2”.
- Type of subgrade – fine-grained substrates (like silt and clay found in New Hampshire) are candidates for load restrictions.
- Local experience – site drainage, road behavior, age, location are all factors which local road agents have observed over many years.
- Surface deflections – if surface of road section deflects more than 40% from summer conditions.

To obtain a copy of “Guidelines for Spring Road Use Restrictions” contact the University of New Hampshire, Technology Transfer Center at (603) 862-2826 or on line at [www.t2unh.edu](http://www.t2unh.edu).

## Conclusion

New Hampshire's road system is critical to the viability of the state's forest products industry. Logs, pulpwood, lumber, chips and bark mulch travel the network of roads from the woods to manufacturing facilities and ultimately, to customers. Safe and efficient highways are in the best interest of all users. Therefore, the laws, restrictions and permitting procedures summarized in this document are important to understand in order to protect and extend the life of our roads. Communication between all parties is important to a successful logging operation that contributes to the local and state economy.

For municipal officials:

1. Use care and reason when assessing road impacts from forestry operations.
2. Consult the road agent or a professional engineer about potential road impacts.
3. Consider all road impact equitably. From RSA 236:10, "the type of commodity being transported shall not be the determining factor for requiring a bond or the dollar amount of the bond."

For landowners, foresters, loggers and truckers:

1. Call the town offices and set up a meeting with the road agent if possible.
2. Find out the road classification.
3. Find out what other permits may be required before beginning your timber harvest.
4. Continue communications with the road agent as your operation takes place.
5. Work with the road agent to document the condition of the road prior to work and the appropriate condition of the road after work is completed.
6. Complete your operation by leaving the access and road conditions in the original condition or better if possible.

The forest products industry is important to the state's economy. We hope the information and suggestions provided in this publication are useful for both truckers and municipal officials. Our goal is to improve the communication between both groups and to assure the investment in and safety of New Hampshire's roadways.

# Appendix I - New Hampshire City and Town Clerk Offices

All number are area code 603

Acworth	835-6879		Concord	225-8500
Albany	447-2877		Conway	447-3822
Alexandria	744-3288		Cornish	675-5207
Allenstown	485-4276		Croydon	863-7830
Alstead	835-2242		Dalton	837-2092
Alton	875-2101		Danbury	768-5448
Amherst	673-0474		Danville	382-8253
Andover	735-5332		Deerfield	463-8811
Antrim	588-6785		Deering	464-3224
Ashland	968-4432		Derry	432-6105
Atkinson	362-4920		Dixville Notch	255-3791
Auburn	483-2281		Dorchester	786-9476
Barnstead	269-4631		Dover	786-9431
Barrington	664-5476		Dublin	563-8859
Bartlett	356-2300		Dummer	449-3048
Bath	747-2454		Dunbarton	774-3547
Bedford	472-3550		Durham	868-5577
Belmont	267-8302		East Kingston	642-8794
Bennington	588-2189		Easton	823-8017
Benton	787-6541		Eaton	447-2840
Berlin	752-2340		Effingham	539-7551
Bethlehem	869-2293		Ellsworth	726-3551
Boscawen	753-9288		Enfield	632-5001
Bow	225-2683		Epping	679-8288
Bradford	938-2288		Epsom	736-4825
Brentwood	642-6400		Errol	482-3351
Bridgewater	968-7911		Exeter	778-0591
Bristol	744-8478		Farmington	755-3657
Brookfield	522-3688		Fitzwilliam	585-7791
Brookline	673-8855		Francestown	547-6251
Campton	726-3223		Franconia	823-5237
Canaan	523-7106		Franklin	934-3109
Candia	483-5573		Freedom	539-8269
Canterbury	783-0153		Fremont	895-8693
Carroll	846-5494		Gilford	527-4713
Center Harbor	253-4561		Gilmanton	267-6726
Charlestown	826-5821		Gilsum	357-0320
Chatham	694-2043		Goffstown	497-8990
Chester	887-3636		Gorham	466-2744
Chesterfield	363-8071		Goshen	863-5655
Chichester	798-5808		Grafton	523-7270
Claremont	542-7003		Grantham	863-5608
Clarksville	246-7751		Greenfield	547-2782
Colebrook	237-5200		Greenland	431-7111
Columbia	237-5255		Greenville	878-4155

Groton	744-8849		Middleton	473-2134
Hamstead	329-4100		Milan	449-3461
Hampton	926-0406		Milford	673-3403
Hampton Falls	926-4618		Millsfield	482-7777
Hancock	525-4441		Milton	652-9414
Hanover	643-0701		Monroe	638-2644
Harrisville	827-5546		Mont Vernon	673-9126
Harts Location	374-2436		Moultonborough	476-2347
No. Haverhill	787-6200		Nashua	589-3010
Hebron	744-7999		Nelson	847-9043
Henniker	428-3240		New Boston	487-5571
Hill	934-3951		New Castle	431-6710
Hillsborough	464-5571		New Durham	859-0205
Hinsdale	336-5719		New Hampton	744-8454
Holderness	968-7536		New Ipswich	878-3567
Hollis	465-2064		New London	526-4821
Hooksett	485-9534		Newbury	763-5326
Hopkinton	746-3180		Newfields	772-5070
Hudson	886-6003		Newington	436-7640
Jackson	383-6248		Newmarket	659-3073
Jaffrey	532-7861		Newport	863-2224
Jefferson	586-4553		Newton	382-4096
Keene	352-0133		North Hampton	964-6029
Kensington	772-5423		Northfield	286-4482
Kingston	642-3112		Northumberland	636-1450
Laconia	527-1265		Northwood	942-5586
Lancaster	788-2306		Nottingham	679-9598
Landaff	838-6220		Orange	523-7054
Langdon	835-2389		Orford	353-4404
Lebanon	448-3054		Ossipee	539-2008
Lee	659-2964		Pelham	635-2040
Lempster	863-3213		Pembroke	485-4747
Lincoln	745-8971		Peterborough	924-8000
Lisbon	838-2862		Piermont	272-4840
Litchfield	424-4045		Pittsburg	538-6699
Littleton	444-3995		Pittsfield	435-6773
Londonderry	432-1100		Meriden	469-3201
Loudon	798-4542		Plaistow	382-8129
Lyman	838-6113		Plymouth	536-1732
Lyme	795-2535		Portsmouth	431-2000
Lyndeborough	654-9653		Randolph	466-5771
Madbury	742-5131		Raymond	895-4735
Madison	367-9931		Richmond	239-6202
Manchester	624-6455		Rindge	899-5181
Marlborough	876-4529		Rochester	332-7509
Marlow	446-2245		Rollinsford	742-2510
Mason	878-2070		Roxbury	352-4903
Meredith	279-4538		Rumney	786-2237
Merrimack	424-3651		Rye	964-8562



Salem	890-2116		Temple	878-3873
Salisbury	648-2473		Thornton	726-4232
Sanbornton	286-4034		Tilton	286-4425
Sandown	887-4870		Troy	242-3845
Sandwich	284-7113		Tuftonboro	569-4539
Seabrook	474-3152		Unity	542-9665
Sharon	924-9250		Wakefield	522-6205
Shelburne	466-3831		Walpole	756-3514
Somersworth	692-9511		Warner	456-2298
South Hampton	394-7696		Warren	764-5780
Springfield	763-4805		Washington	495-3667
			Waterville	
Stark	636-2118		Valley	236-4730
Stewartstown	246-3329		Weare	529-7575
Stoddard	446-2203		Webster	648-2538
Strafford	664-2192		Wentworth	764-5244
Stratford	922-5598		Westmorland	399-7211
Stratham	772-4741		Whitefield	837-9871
Sugar Hill	823-8516		Wilmot	526-9639
Sullivan	352-1495		Wilton	654-9451
Sunapee	763-2449		Winchester	239-6233
Surry	352-3075		Windham	434-5075
Sutton	927-4575		Windsor	478-3292
Swanzy	352-7411		Wolfboro	569-5328
Tamworth	323-7971		Woodstock	745-8752

## Appendix II - Communications Case Study

### Forestboro, N.H.

#### Landowner 1

September – Mr. and Mrs. Stock, who live on a class V road in Forestboro, NH , has a logging contractor clear 3 acres for barn (40' x 60') and horse pasture. Logs are hauled in September and a bond is not required to use the class V road.

May 1<sup>st</sup>, following spring – After securing a building permit, the Stocks are beginning to do the site work and pour concrete for barn. Gravel and concrete trucks delivering to the barn construction project are not being required to post a bond for their deliveries.

#### Landowner 2

November – Mr. Johnson, an absentee landowner who has a property on the class VI road which connects to the same class V road that the Stocks live on, likes the land clearing work and seeks to have his 100 acre woodlot harvested. Mr. Johnson contacts the same logging contractor the Stocks used and signs a contract to have 75 of his 100 acres harvested.

That month the logger goes before the Selectboard seeking permission to upgrade 400 feet of class VI road used to access Mr. Johnson's woodlot with a stable surface and ditching. Permission is granted. No bond to haul the timber across the class VI or class V road is required.

Before the snow falls and the ground becomes frozen, the logging contractor upgrades the road, and takes pictures of the road improvements to document the condition of both the class 6 VI and class V road.

February in to early March – Logger conducts the timber harvest.

March 2<sup>nd</sup> – Road agent posts a weight restriction on the class V and class VI road. Road agent allows the logger to haul timber on the posted roads on frozen mornings as the logger is attempting to finish up their logging project on Mr. Johnson's property. Road agent and logger meet and agree a bond is not necessary as long as the logger checks in regularly with the road agent during this period.

May 1<sup>st</sup> – The days are getting warmer and the logger has 4 loads remaining on the log landing prior to the onset of staining in late May. Logger contacts road agent seeking permission to remove the last 4 loads of logs. The road agent seeks a \$1,000 insurance bond from the logger to use the road.

#### Discussion points:

- There is good communication between logger, landowners, and road agent.
- The logger documents road conditions before he began hauling the wood coming off Mr. Johnson's property.
- The requirement to have the logger post a bond to remove the final 4 loads of logs goes against RSA 236:10 due to the fact that the commercial trucks delivering building materials and gravel to the Stocks for their barn building project are not being required to post a bond.

# Appendix III - NH Highway Districts and Helpful Contacts

**District 1:**

District Engineer  
641 Main Street  
Lancaster, NH 03584  
Tel: (603) 788-4641  
Loc: Rte 3, Lancaster, NH

**District 2:**

District Engineer  
P.O. Box 232  
Lebanon, NH 03766  
Tel: (603) 448-2654  
Loc: I-89, Exit 16, Enfield, NH

**District 3:**

District Engineer  
2 Sawmill Road  
Gilford, NH 03246  
Tel: (603) 524-6667  
Loc: 2 Sawmill Rd., Gilford, NH

**District 4:**

District Engineer  
19 Base Hill Rd.  
Swanzey, NH 03446  
Tel: (603) 352-2302  
Loc: 19 Base Hill Rd. Swanzey, NH

**District 5:**

District Engineer  
16 East Point Drive  
Bedford, NH 03110  
Tel: (603) 666-3336  
Loc: 16 East Point Drive, Bedford NH

**District 6:**

District Engineer  
P.O. Box 740  
Durham, NH 03824  
Tel: (603) 868-1133  
Loc: 271 Main Street, Durham, NH

**Turnpikes:**

Turnpike Administrator  
P.O. Box 16418  
Hooksett, NH 03016  
Tel: (603) 485-3806  
Loc: I-93, Exit 11, Hooksett, NH

**New Hampshire Municipal Association**

603-224-7447  
<http://www.nhmunicipal.org/>

**New Hampshire Timberland Owners Association**

603-224-9699  
<http://www.nhtoa.org/>

**UNH Cooperative Extension, Natural Resources Team**

Field Specialists in Natural Resources are available statewide and in each county.  
1-800-444-8978  
<http://www.nhwoods.org>



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