

WORKSHOP LOCATIONS

SKOWHEGAN
Community Center Complex
39 Poulin Dr
Tuesday, February 25th

BUXTON
Town Office
185 Portland Road
Tuesday, March 18th

SOUTH PORTLAND
Community & Rec Center
21 Nelson Rd.
Wednesday, April 16th

BREWER
Jeffs Catering & Event Center
Industrial Park
15 Eventcenter Way
Tuesday, April 29th

PRESQUE ISLE
Northern Maine Community College
33 Edgemont Dr
Thursday, May 22nd



2025 PROGRAM AGENDA

7:30	REGISTRATION
8:00	Introduction
8:15	Highway Classification
	- Arterials, Collectors, Local
	- LRAP (Local Road Assistance Program)
	- State Urban Compact Areas
8:45	10 Commandments of a Good Road
	- Proper Road Construction Process
	- Using Best Soils Available
	- Protect Your Investment
	BREAK
	Drainage
9:45	- Surface & Subsurface
	- Ditches & Culverts
	- Erosion Control
	Gravel Roads
10:15	- Summer/Winter Maintenance
	- Material Gradation
	Pavement
	- Hot Mix / Warm Mix / Cold Mix
	- Recycled Asphalt Pavement (RAP)
10:45	LUNCH
	Traffic Control and the M.U.T.C.D.
	- Signs / Stripes / Work Zones
	Bridges
	- "Bridge Law"
	- Maintenance Responsibility
1:00	Snow and Ice Control
	- Pre-wet / Pre-treat
	- Calibrate
	BREAK
	Legal Issues
1:45	- Pothole Statute
	- Tort Claims Act
	- Roadway Safety
	Managing Your Highway Department
2:15	- Local Road Inventory
	- Road Right-of-way Widths
	- Software Programs
3:30	ADJOURN

INSTRUCTORS

Pete Coughlan, Director
Paul Brown, Road Ranger

ENROLLMENT: each workshop will be limited to **40 people**. We will make all efforts possible to involve all interested parties.

The Center will adhere to a strict "first-come, first-served" policy. Your best bet is to **CALL** the Center ASAP at 1.800.498.9133 or 592-3371, or

EMAIL REGISTRATION FORM to tammy.sobiecki@maine.gov

ROADWAY FUNDAMENTALS WORKSHOP

REGISTRATION FORM

Muni. / Organ.: _____

Please call 1-800-498-9133 or 592-3371, email tammy.sobiecki@maine.gov, or return this form by mail so that we can have it at least **ONE WEEK** prior to the workshop date to:

MAINE LOCAL ROADS CENTER
Maine Department of Transportation
16 State House Station
Augusta, Maine 04333-0016

Name	Title	Phone #	MCAPWA Id Number
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

REGISTRATION FEE: \$50 for first registrant and **\$30** for each additional person from the same municipality. **\$10 Discount for MCAPWA individual members!**

Please **circle** which class: **SKOWHEGAN** **BREWER**
SOUTH PORTLAND **BUXTON** **PRESQUE ISLE**

SORRY NO REFUNDS

WHO SHOULD ATTEND

- Newly elected / hired town officials
- Selectmen
- Town managers
- Road commissioners/foremen
- Anyone involved with local road work

If you need to understand the general principles of building and maintaining local roads, this workshop can provide you with an excellent foundation for the upkeep of local roads.

For “newcomers” to the local road business, this workshop will be especially helpful. For “experienced” local road officials, this workshop will undoubtedly provide a better understanding of some topics or refresh your understanding of other topics.

If you are working on becoming a Maine **“ROADS SCHOLAR”**, this is one of the **REQUIRED** courses.

WHAT WILL BE COVERED

These subjects will be covered in a general sense with not a lot of details.

- Road Classification
- 10 Commandments of a Good Road
- Drainage (Surface & Subsurface)
- Culverts/Bridges
- Ditching
- Gravel
- Asphalt Pavement
- Traffic Issues
- Legal Issues
- Roadway Management
- Snow & Ice Control
- Bridge Maintenance Issues
- Resources/Assistance

ROADWAY FUNDAMENTALS FOR MUNICIPAL OFFICIALS



(A **“ROADS SCHOLAR”** REQUIREMENT)

Sponsored by
MAINE LOCAL ROADS CENTER
A Cooperative Program by
-MaineDOT-
and
-Federal Highway Administration-

**SAME CLASS
AS 2024!**

