

# MEMORANDUM



**To:** Certified Culvert Training Attendees  
UNH Business Services

**Date:** 3/26/2014

**Re:** In Class Questions

To Whom It May Concern,

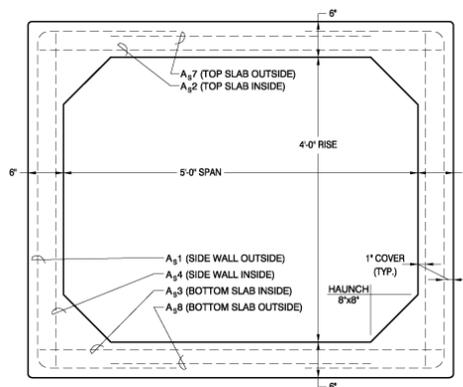
The following questions were raised at the Certified Culvert Maintainer Training Course held on 3/4/2014. These issues have been discussed with DES and responses are provided below.

**Q: If Multiple individuals are certified in a Town or DOT Maintenance District do they each have to submit a report if they worked on the same culverts?**

**A:** No One report per town or maintenance district will be sufficient. The report should be originated from the person who is responsible for the culvert maintenance. It should include the names of all certified persons in the town who in order to meet their quarterly reporting requirements. The quarterly report template will be modified to allow listing of other certified individuals.

**Q: What is the maximum size for box culverts under this certification?**

**A:** This certification applies to 48" diameter culverts or their hydraulic equivalent. For box culverts the equivalent cross sectional area ( $1810 \text{ in}^2$ ) may be used. Certified individuals should be clear that cross sectional area should be calculated using interior dimensions. In the image below the "span" should be multiplied by the "rise"



Examples of maximum acceptable dimensions are provided below:

<b>Dimensions</b>	<b>Thickness</b>	<b>Interior Area</b>
<i>Ft</i>	<i>In</i>	<i>In<sup>2</sup></i>
3 x 2	4	448
3 x 3	4	784
4 x 2	5	532
4 x 3	5	988
4 x 4	5	1444
5 x 3	6	1152
5 x 4	6	1728
6 x 3	7	1276

**Q: Can two 12” diameter culverts be replaced with a 48” culvert?**

**A:** No, this is not acceptable under the certification program. Any scenario which involves multiple culverts should use the Standard Routine Roadway Notification process and employ the services of a licensed engineer.

**Q: Can the quarterly report be filled electronically?**

**A:** Yes. It may be filed to Liz Knowland at: [Elizabeth.knowland@des.nh.gov](mailto:Elizabeth.knowland@des.nh.gov)  
Correct

**Q: Where should paper filings be made?**

**A:** Attn: Culvert Certification  
Wetlands Bureau  
29 Hazen Drive; PO Box 95  
Concord, NH 03302-0095

**Q: Are there project numbering requirements?**

**A:** No, projects need not be numbered however; reports should contain field monuments sufficient to locate the culvert in the field.



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**Q: What is the basis for the 10' culvert extension limit?**

**A:** This is part of the existing Routine Roadway Maintenance rules. Extending culverts beyond 10' can present significant new impacts to upstream and downstream channels. Extensions beyond 10' should use the Routine Roadway Maintenance permit and consult a licensed engineer.

**Q: Who is the contact person at DES for technical culvert certifications questions?**

**A:** Collis Adams, Wetlands Bureau Administrator will be the contact person for the program launch. A permanent contact person will be assigned and their contact information will be posted to the DES website. Email inquiries are preferred; Collis may be contacted at: (603) 271-4054 or [Collis.Adams@des.nh.gov](mailto:Collis.Adams@des.nh.gov)

**Q: Can slip-linings be used under this program?**

**A:** No, slip-linings may not be used under the certification program. Slip-lining should use the Routine Roadway Maintenance permit and consult a licensed engineer.

**Q: Where can I Obtain Information about the program?**

**A:** Information is currently available at [t2.unh.edu](http://t2.unh.edu) under the culvert certification section. DES has a link to this information on their website as well.

Thank you for participating in the culvert maintainer certification program and your continued commitment to New Hampshire's transportation infrastructure and environment.

Very Best Regards,

Patrick Santoso

Director of Operations  
UNH Technology Transfer Center



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