

WORKSHOP  
DRAFT 9/25/08

**PRESENT:** T. C. Tocci, Chairman; S. C. Hanson, M. J. Farinola, Selectmen; E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

**AMBULANCE SERVICES:**

T. C. Tocci reported that three bids have been received and that bid packets have been provided to Board members for review and discussion at this meeting.

<b>Bidder</b>	<b>Annual Cost/Current Contract</b>	<b>24 hour/7 day Cost</b>
American Medical Response	\$42,250	\$175,900
Hampton Falls Fire Department	No Bid	\$50,000
Care Plus	\$40,000/\$35,000/\$30,000 First/Second/Third Year	\$85,000/\$85,000/\$85,000 First/Second/Third Year

**AMR:** Paul Robidas was present. In response to S. C. Hanson, he confirmed that the proposal provides for 95% of calls to be within a 15 minute response time; the same as the current contract that will expire year end. He provided information on reporting, services provided (to include availability of equipment, personnel and tactical support), back up services available. He noted that should anyone be injured in the line of duty that no charges will apply. It was noted that AMR has a station within Hampton Falls and that that station will probably be abandoned if this contract is not awarded. M. J. Farinola inquired as to how many communities send out town emergency vehicles in addition to the ambulance requested. P. Robidas reported that most do and provided examples of towns that do and towns that don't. He also suggested that towns seek one year contracts as costs change.

**CAREPLUS:** Three representatives were present from Careplus. In response to S. C. Hanson, it was reported that the Careplus station, staffed with an intermediate ambulance, is located in Exeter approximately 12 minutes, on average, from most locations in Hampton Falls. Should another ambulance be needed, one would come from Dover, NH. Additional ambulance locations are available throughout the state and most work is transfer and urgent care. Careplus currently does not have any 911 contracts. In response to T. C. Tocci, it was reported that Careplus insurance limits are currently at \$4 million where the specs requested \$5 million. Careplus representatives indicated they could provide \$5 million if required. Careplus stresses partnering with the Town; working closely with the Fire Department and Police Department to provide service to the community. Community services, such as blood pressure screening, CPR training, are available as well. Most services provided by Careplus are to Exeter Healthcare, Riverwood and Sunbridge. The age of ambulances is less than five years. In response to M. J. Farinola, it was stated that it is necessary to continue to deploy town emergency vehicles in addition to the ambulance; the fastest to respond to provide care is important. Careplus indicated it would be willing to stand by its proposal for a one-year contract.

**FIRE DEPARTMENT:** Fire Chief J. M. Lord reviewed the Fire Department proposal to provide ambulance coverage to include personnel, hours of coverage, pay rates and payroll taxes

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and the affect on the Ambulance budget. He noted that the two positions would be part-time and not be subject to benefits. He reported that statistics of the Department since 2003 result in an average 6.25 minute response time for all times of the day. He reported that the ambulance is owned by the Town and that mutual aid is available from numerous towns; where a mass casualty plan is in place. T. C. Tocci inquired as to what would happen if the ambulance breaks down and noted his concern with daytime hours when most volunteers are working. J. M. Lord reported that a number of volunteers are available during the day and that since the ambulance has been operating, there has been no need to re-tone for additional personnel. M. J. Farinola inquired as to the time needed to process the paperwork for ambulance calls. J. M. Lord reviewed the process with the Board and indicated approximately 30 to 45 minutes are needed; paperwork is the responsibility of the lead EMT. A report is sent to the billing company at the end of each month. There is no additional cost for billing if the Department is awarded this contract. J. M. Lord added that receipts from transports are deposited to the Fire Department Vehicle Fund (balance to date \$49,000) held by the Treasurer. J. M. Lord reported that there are approximately 100 transports per year total (town and AMR) and that the Department would be covering only emergency responses, not doctor appointments or nursing homes. M. J. Farinola asked if there would be an increase in the dispatching fee. J. M. Lord reported the Town has a multi-year contract with the Town of Hampton; cost increases are based on the Boston Consumer Price Index. M. J. Farinola inquired as to the anticipated increase in costs of fuel and maintenance and was referred to the budget for 2008 where these items are budgeted. M. J. Farinola asked how long it would be before the Department asked for a new ambulance and whether the town is licensed. J. M. Lord reviewed how the ambulance was obtained, the approximate cost to purchase an ambulance new, and stated that the Department monitors availability through the Government Surplus Administration and that the town is properly licensed. He added that all EMTs are nationally certified and NH qualified (all meet the same standard of other ambulance companies). M. J. Farinola asked what the recourse would be if the Department spent more than the proposed \$50,000. J. M. Lord stated he would have to work within the Department's bottom line budget and noted that the cost of fuel is the only unknown. J. M. Lord reviewed the process with regard to sending additional emergency vehicles to ambulance calls.

T. C. Tocci thanked all for their proposals and time to answer questions. No decision was made at this time. This matter will be added to the Board's October 1 meeting agenda.

**DECISION REGARDING BIDS FOR:**

**SPREADSHEET SHOWING HIGHWAY BUDGET AND BID COSTS – SET**

**PRIORITIES:** This spreadsheet was provided to Board members for use in deciding on the following projects. T. C. Tocci commended E. N. Small for his efforts with regard to Highway projects.

**TREE REMOVAL:** The Board reviewed a spreadsheet outlining the results of bidding on tree removal. It was noted that certificates of insurance were provided by all bidders. R. B. Merrill, Jr. reported that he is familiar with the work of most of the contractors and indicated they all do good work. E. N. Small stated that additional limbs needing removal have been identified.

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Additional funds will be needed for the additional work. S. C. Hanson suggested that the tree at Route 84/Goodwin Road on the Lonergan property be added as well. E. N. Small will work with the contractor on the additional work up to \$6,500 total.

**MOTION:** To award the tree removal bid to Bartlett Tree Removal (\$4,935).

**MOTION:** T. C. TOCCI  
**SECOND:** M. J. FARINOLA  
**UNANIMOUS**

**CRACK SEALING:** S. C. Hanson noted that one bid was received for a significant cost. His proposal to do a subset of the listing of roads has been discussed in the past (8/25/08 -- S. C. Hanson suggested portions of Evergreen, Prescott, River, Surrey, Towle Farm, Victoria and Whittier for starters and added that portions of Crystal and Drinkwater need attention as well.) It was noted that approximately \$12,000 is available for this work. S. C. Hanson stated he feels there are long-term benefits to doing this work. A review of the subset of roads took place at this time.

**MOTION:** To move ahead with Sealcoating, Inc. to crack seal portions of the roads identified with the exception of Towle Farm Road.

**MOTION:** T. C. TOCCI  
**SECOND:** S. C. HANSON  
**2 IN FAVOR, 1 OPPOSED, PASSES**

**ROADSIDE MOWING:** The Board reviewed a spreadsheet outlining the results of bidding on mowing. S. C. Hanson reported that he is interested in the proposal of B&S Disposal noting that he is not sure of other bidders' available equipment. M. J. Farinola stated he would consider J. Ham Construction's price at \$600 less, however, was not familiar with available equipment. It was suggested that future bid requests include a request for listing of available equipment.

**MOTION:** To accept the proposal of B&S Disposal for roadside mowing for \$3,900.

**MOTION:** S. C. HANSON  
**SECOND:** M. J. FARINOLA  
**UNANIMOUS**

**ROADSIDE BRUSH CUTTING:** The Board reviewed a spreadsheet outlining the results of bidding on brush cutting. Given the range in bid prices, it was questioned whether roads were defined in the bid request. E. N. Small reported that a listing of roads was provided. M. J. Farinola suggested holding off on brush cutting until spring. R. B. Merrill, Jr. stated that some areas are in need of brush removal and will be problematic with plowing and limbs in windshields. Concern was raised with dangerous areas created by brush and liability. E. N. Small noted that if this work is not done, next year will have more work. He suggested working with B&S Disposal, identifying critical areas in order to get them cleared. On behalf of the Board, T. C. Tocci requested that R. B. Merrill, Jr. identify areas of concern needing brush

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removal and report to the Board. R. B. Merrill, Jr. noted that he is working on identifying and measuring areas of shoulders as well.

**ADJUSTMENT - BIDS SPECS: BUILDING SHOULDER & DITCH LINES, BASED ON ROAD AGENT'S SURVEY:** R. B. Merrill, Jr. has marked the areas of shoulder and ditch lines needing attention, however, has not yet measured all areas. R. B. Merrill, Jr. stated that Brown Road and Mill Lane areas need to be added to the list. Once R. B. Merrill, Jr. provides measurements, E. N. Small will prepare and send out requests for proposals.

Discussion of the work needed took place at this time. R. B. Merrill, Jr. stated he would identify the areas needing 24" versus 12" of material. R. B. Merrill, Jr. will work with E. N. Small on bid specifications.

**FUEL OIL FOR THE PUBLIC SAFETY BUILDING:** S. C. Hanson reported that he was unable to contact R. Berry with regard to participating in the School District's purchase of fuel gallons for the upcoming winter season. It was noted that the other daily prices obtained are no longer valid with the exception of the price with Buxton that expires September 30. S. C. Hanson stated he would contact R. Berry to determine whether the large truck used for school buildings can service the two smaller tanks at the Public Safety Building. T. C. Tocci noted that the Board does not meet again until October 1. Should this arrangement not work out, it is planned to call a meeting to decide in advance of October 1.

**MOTION:** To conditionally approve the arrangement to purchase gallons through Dennis K. Burke Oil, through the School District, if the services can be provided to accommodate the tanks at the Public Safety Building for a total of 3,500 gallons.

**MOTION:** S. C. HANSON  
**SECOND:** M. J. FARINOLA  
**UNANIMOUS**

**BETTER RATE ON ELECTRICITY – FROM WHS:** S. C. Hanson provided the Board with information obtained from R. Berry of the School District with regard to purchasing electricity through an energy broker at a savings of two to three cents per kilowatt.

**CONSERVATION SUBDIVISION:** T. C. Tocci informed Board members of an upcoming workshop being held by the Planning Board and Conservation Commission on Thursday, October 2, 5 p.m., at the training room at the Public Safety Building.

This meeting adjourned at 8:07 p.m.