

**TOWN OF HAMPTON FALLS**

**PRESENT:** S. C. Volpone, Jr., T. C. Tocci, S. C. Hanson, Selectmen;  
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

S. C. Volpone called the meeting to order at 7:35 a.m.

**HIGHWAY DEPARTMENT:** E. N. Small reported that he obtained two responses to requests for prices for 2007/2008 winter maintenance (Environmental Landscape Management \$128,550 and Hutching Trucking, LLC \$146,000). He reviewed budget history with regard to the winter maintenance portion of the Highway Department budget with the Board in conjunction with the two fixed price proposals. Discussion took place with regard to changing from the current manner in which roads are serviced to contract issues.

S. C. Hanson stated concern with the fixed price in that equipment is not listed (to include hourly rates, etc.). Following discussion, it was determined that the risk lies with the contractor who is to provide a service in accordance with a contract.

A draft copy of a Public Works spreadsheet was provided to the Board that outlines the responsibilities of the Road Agent and whether work is performed by personnel or contract. It was determined that a Road Agent is required even with winter road maintenance being contracted. It was noted that the Town owns no equipment and that the Road Agent is responsible to make arrangements to have projects taken care of. Suggestion was made that the Town Administrator could take over this responsibility, however, it was determined that someone with road experience is needed.

The Board discussed whether it should reconsider its recent motion to seek an independent review of the Highway Department operation. E. N. Small stated it should be done in order to get a complete picture as the Town has a responsibility to keep roads safe and in good condition.

**MOTION:** To tentatively accept the proposal for winter maintenance (snow removal) from Environmental Landscape Management with the condition that a detailed contract, insurance, bond and references are submitted for final approval.

**MOTION:** T. C. TOCCI  
**SECOND:** S. C. VOLPONE, JR.

S. C. Hanson reiterated his concern with a fixed price. It was noted that entering into a contracted price will be more costly than the way in which winter maintenance has been conducted in the past. The Board agreed to consider a one-year contract and review the performance in the spring in order to determine whether a longer-term contract is appropriate.

**VOTE: UNANIMOUS**

**WEAVER PRIVATE ROAD SUBDIVISION AGREEMENT:** The Board signed the Private Road Agreement with Mary Weaver with regard to Map 7, Lot 60-3.

**MOTION TO ADJOURN THE MEETING AT 8:15 AM**

**MOTION:** S. C. HANSON  
**SECOND:** T. C. TOCCI  
**UNANIMOUS**