

<b>BOARD OF SELECTMEN- WORK SESSION</b>	<b>OCTOBER 10, 2018 9:30 A.M.</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

**PRESENT:** L. M. Smith, Vice Chairman, E. B. Beattie, Selectman, L. A. Ruest, Town Administrator, H. Fazzino, Secretary.

The meeting was called to order at 9:02 a.m.

Request for Proposals for Road Agent Services:

L. Ruest presented a spreadsheet with applicant equipment rate. Selectmen differentiated between core services verses an emergency, verses a planned repair verses a bid job. The meeting minutes of September 26, 2008 identify the role and responsibilities of the Road Agent.

**James Watkins, JAMCO Excavators**

L. M. Smith confirmed that the purpose of the meeting is to make sure everyone is under the same understanding.

J. Watkins reported that he has experience working with Towns, paving correctly, “a natural” in the profession. He has 20 employees. E. B. Beattie stated that it is important to live within the budget for the 8 core items.

**Dan Syvinski, Syvinski Excavation**

Reviewed Form A. D. Syvinski reported that he has 10 employees, lives in Hampton Falls, likes to be “up front and honest.” His equipment yard is in Seabrook.

**Russell Hilliard**

L. M. Smith reviewed the list of 8 core responsibilities.

L. A. Ruest confirmed that the intent is that the fee for the core responsibilities will be divided by 12 payments. Culvert costs will be prioritized over other road work.

Monthly inspection of 14 culverts. 60 catch basins, inspecting and referral for cleaning.

E. B. Beattie confirmed Mr. Hilliard’s \$50/ hr rate includes an operator.

Meetings with the Town Administrator are held weekly, billed at the hourly rate.

R. Hilliard confirmed the ability to bid on other work.

Gaylee Robinson, Brown Road, expressed concern about R. Hilliard supervising the winter road maintenance contract, when held by a relative. Having the best interest of the town is most important. She reported that it was confusing where the regular work v. emergency line was when there was a tree across the road. She stated that Dick Robinson would be happy to help with the transition, and bid on jobs.

L. A. Ruest and E. B. Beattie recommend that the new Road Agent sit down with the current Road Agent for orientation. E. B. Beattie recommends an executive session next Wednesday before the Selectman’s meeting.

Sue Vellieux, Drinkwater Road, stated that she really liked Dan Syvinski, and the manner in which he spoke with the Board. She expressed concern about the use of road salt. E. B. Beattie stated he has known R. Hilliard for many years.

**OTHER:**

L. A. Ruest reported that the MS-1 has been changed by the DRA, stating that the payment in lieu of tax program with Nextera is to be added. The Town Administrator was directed to verify that the Nextera amount is correct, and the Selectmen will sign the MS-1 for L. A. Ruest to upload to DRA.

**MOTION:** To adjourn the meeting at 11:12 a.m.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**