

**FINAL**

**PRESENT:** R. P. McDermott, Chairman; M. Kasprzak, Vice Chairwoman; C. P. Graham, Selectmen; E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant; M. S. Hill, Tax Collector

**RSMS Collected Survey Data:** P. Santoro was present to review numerous reports outlining the results of road condition data for Hampton Falls. He explained the various resulting reports and noted that prioritized roads are not identified based solely on need but rather include the best project for the dollar. P. Santoro informed the Board that the \$2,700 fee associated with this project has been waived.

He stated that maintenance of two funds is proposed; one for operational road maintenance and another for project maintenance items such as crack sealing and pot holes. He stated the plan is to come back next year to survey again and then survey once every other year. The cost for this service is anticipated to be \$1,000 per year.

P. Santoro reviewed the reports with the Board to include budget projections, condition index, status of each road and repair categories in priority order. Review and discussion took place where a number of questions and corrections were made. P. Santoro stated he would review the corrections made by the Board and incorporate the information in the data.

A review of the results for repairs needed over a six-year period took place. It was identified by the Board that some work may not be deemed necessary due to the amount of traffic of certain roads and other considerations. In these instances, the Board could then bring forward another project and address those needs within budget funds.

In closing, P. Santoro stated that the first two years are important and that by taking a look at the roads, using this information and identifying problems can assist in determining the actual needs for roads in mind. In some instances, there may only be a need to repair a portion of a road rather than the entire road.

The Board thanked P. Santoro for all his efforts and acknowledged the benefits of this planning tool.

**Winter Road Maintenance Agreement – November 15, 2011 – April 30, 2012:** Referring to this revised agreement, E. N. Small stated that changes have been made to paragraphs 27 and 29 and that Library emergency exits have been added to the Addendum relating to service areas. J. Ziolkowski acknowledged these changes and stated his acceptance. The Agreement and revised Addendum was signed by Board members and J. Ziolkowski on behalf of Environmental Landscape Management at this time. R. P. McDermott asked that J. Ziolkowski work with the Road Agent. The Board of Selectmen also signed a Winter Ban on Overnight Street Parking notice for inclusion in the Agreement and public posting.

**Town Hall Server:** Referring to a problem with the Town Hall server over the weekend, R. P. McDermott inquired as to whether Two-Way Communications has contact numbers for employees for non-office hours. E. N. Small stated that L. McIntire has his cell phone number.

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**MOTION:** To go into non-public session in accordance with RSA 91a; II. E. Negotiations at 3:12 p.m.

**MOTION:** To go out of nonpublic session and adjourn at 3:14 p.m.

**MOTION:** **R. P. MCDERMOTT**

**SECOND:** **M. KASPRZAK**

**UNANIMOUS**