



Town of New Boston  
7 Meetinghouse Hill Road  
PO Box 250  
New Boston, NH 03070

### **Job Opening: Highway Department Road Agent**

The Town of New Boston, NH (population 6,100), is seeking to appoint a Highway Department Road Agent. This is an appointed position pursuant to RSA 231:62 for a three-year term. The Road Agent is responsible for preparing and managing the \$1,500,000 highway budget, supervising six full-time highway employees, one part-time administrative assistant, and seasonal contract workers. The Road Agent is also responsible for managing all municipal roads, service contracts, sidewalks, bridges, stormwater system and highway equipment and facilities. The preferred applicant will have at minimum a two-year associates degree related to the occupational field, possess five years of supervisory and management experience in road construction, facility maintenance, vehicle and equipment maintenance. The Road Agent should also have experience with annual operating budget development and familiarity with grant acquisition and management of projects along with engineering support. Residence shall be within a reasonable response time of no more than 30 minutes to the Town of New Boston. The salary is commensurate with qualifications and experience. Position is eligible for all our full-time employee benefits including health/dental insurance, short-term, long-term and life insurance as well as a 457 retirement plan with Town match.

Please send resume, cover letter and references to: Paul Branscombe, Town Administrator, Town of New Boston, PO Box 250, New Boston, NH 03070 or via email at [p.branscombe@newbostonnh.gov](mailto:p.branscombe@newbostonnh.gov).

