

**TOWN OF ACWORTH, NEW HAMPSHIRE**  
**Selectmen**  
**Approved Minutes for Meeting of July 18, 2022 at 7:00 p.m.**  
**Town Hall, 13 Town Hall Rd, Acworth, NH 03601**

**SELECT BOARD PRESENT:** Jim Jennison; Ray Leonard; Kathi Bradt

**STAFF PRESENT:** Charlotte Comeau, Administrative Assistant; Mark McIntyre, Road Agent

**OTHERS PRESENT:** Gary Baber, Fire Chief; Greg Bascom; Jennifer Bland, Health Officer; Erin Darrow, Engineer; Glenn Elsesser; Josh Perry, JP Contractor

**CALL TO ORDER:** Jim called the meeting to order at 7:00 p.m.

Jim stated that the contract from JP for Charlestown Rd was signed last week.

**MINUTES:** Meeting minutes of July 5, 2022: on a motion by Kathi, seconded by Jim; ***the Board voted to approve meeting and NPS minutes as written. Motion passed.***

**BILL MANIFEST:** On a motion by Kathi, seconded by Ray; ***the Board voted to approve. Motion passed.***

**PAYROLL MANIFEST:** On a motion by Kathi, seconded by Ray; ***the Board voted to approve. Motion passed.***

**FLOOD RESPONSE:**

- Kathi will reach out to Melinda to check with the bank to get an update on the loan.
- Erin stated that Crane Brook Rd is finished and they are working on Charlestown Rd. She mentioned that a resident had been on the construction site on Charlestown Rd. and told a flagger they weren't supposed to be doing the work. Erin said this is not appropriate and a dangerous situation for the workers to have someone they don't know yelling at them and representing themself as someone from the town. Josh said a flagger told him they represented themself as a Selectman.
- Crane Brook Rd was opened on July 12<sup>th</sup> which means the Category B work is complete and we can be reimbursed. Category B is the initial response in reopening the road. Category C is to bring the roads back to pre-disaster. FEMA reimburses based on the separate categories.
- For Charlestown Rd. they are working on category B and C. Josh is working under a contract with a cap of up to \$200k. There is enough money to complete both categories. Part of the issue on Charlestown Rd is due to closure of Crane Brook Rd. which increased heavy truck traffic on Charlestown Rd. While the damages on this part of the road weren't initially that bad, there was broken asphalt and with heavy truck traffic it made it worse. FEMA has agreed that the portion of the road that was damaged due to increase traffic while the other part of the road was closed, is part of what will be reimbursed.
- Jim said that Brenda and Conan couldn't be there but had the following questions:
  1. Who authorized the reclaim on Charlestown Rd.? Kathi stated it was part of the RFP.
  2. How is it going to be paid for? Erin said it is within the budget of the contract and FEMA will reimburse up to 90%.
  3. Is it going to be paved this fall? This still needs to be discussed.
- Jim said he was receiving a lot of complaints about Charlestown Rd being closed. Mark said we never closed the road. Charlestown closed their end of it. It was posted on both Facebook and town website.
- Discussion on continuing with repairs once FEMA \$ starts coming in. Kathi mentioned that the \$ from FEMA will be to repay the loan. We can only use what we have left in the loan and any additional costs would need to wait until next year.
- Erin said in order for FEMA to reimburse, the work needs to be completed and paid for. They won't grant an extension due to lack of funds. We should look into a way of cycling the money to get the roads done.
- Erin presented an RFP for the first phase on Derry Hill Rd. On a motion by Kathi, seconded by Ray; ***the Board voted to release the RFP with a change in due date to July 28. Motion passed.***
- Discussion on emergency lane on Holden Hill. On a motion by Kathi, seconded by Ray; ***the Board voted to remove the emergency lane status on Holden Hill Rd. due to Crane Brook Rd being opened on July 12<sup>th</sup>. Motion passed.***
- Gregg asked about paying St. Pierre invoice for graveling on Holden Hill. It was noted that we were waiting to see if it would be covered by FEMA. Gregg mentioned that FEMA wouldn't reimburse unless it was paid and St. Pierre needs to be paid regardless. The agreement for the emergency lane was that the town would pay the invoice, Bruce would reimburse the town and the town would reimburse Bruce when FEMA funds were received.
- Charlotte will reach out to Primex for verbiage they may have regarding liability on construction sites that we can post.

## HIGHWAY DEPARTMENT REPORT:

- Mark said they have been ditching and grading Black North Rd and Quaker City and cleaning culverts on Heino Rd.
- Discussed fire department helping flush out culverts. Gary is fine with this but right now water is too low.
- Kathi stated that the employee evaluations should be done and presented to the board by Nov 1.
- Mark questioned where to dispose of plastic culverts. Jim recommended to check with Ruggiero.

**PUBLIC:** Gary asked the Board about the letter from the school that wants him and the Emergency Director to sign in order to get the grant for public school infrastructure funding. They were not notified in advance about it and its due Wednesday. He wanted the Selectmen's input. Kathi didn't think there is any liability in signing this. Jennifer said they should have been kept in the loop about this. On a motion by Kathi, seconded by Ray; ***so the district doesn't lose the grant money, the board supported this knowing we weren't given any notice. Motion passed.*** Charlotte will notify the school to let them know in the future we would need to be given further notification in order for any signatures.

## ACTION ITEMS:

- Building permits: T. Tassinari M201 L11. On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***
- Forest Fire Warden Appointment: Appointing Gary Baber as Fire Warden. On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***
- Thank you letter to AVFR: On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign letter. Motion passed.***
- Bazin Brothers Contract to Pave Cold Pond Rd: It was noted that there was an increase amount of \$5289 for liquid asphalt. On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign the contract. Motion passed.***
- Compliance:
  - Notice of violation: Tallman; Demuro; Bell; Bishop; Simmons
    - Everything is all set with Tallman's
    - Mark said he spoke with Bell who said he doesn't get here that often and just received the letter. He wanted to know if he could get an extension. He is working on cleaning things up. Kathi suggested to ask Bell how much time he needs. Mark will leave him a note asking him to call the office.
    - Bishop-ADU resend letter
    - Demuro-Jennifer will go out again before the next meeting.
    - Simmons-Gary said he went there and discovered there were large beams that could possibly be used by a neighbor and that he could do a contained burn on the rest but wouldn't be until the fall or first snow. He spoke with Simmons and she was in agreement with this.

## DISCUSSION:

- Auctioned property that did not sell: On a motion by Jim, seconded by Kathi; ***the Board voted to put the property back on for the next auction. Motion passed***

**NON-PUBLIC SESSION (NPS):** On a motion by Jim seconded by Kathi; ***the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (c) at 9:05 p.m. Motion passed.***

On a motion by Kathi, seconded by Jim; ***the Board voted to exit NPS and reconvened public meeting at 9:45 p.m. Motion passed.***

On a motion by Kathi, seconded Jim; ***the Board voted to adjourn at 9:45 p.m. Motion passed.***

Respectfully submitted,



Charlotte Comeau  
Administrative Assistant

**The next Selectmen meeting is scheduled for Monday, August 1, 2022, 7:00 at the Town Hall**