

**TOWN OF ACWORTH, NEW HAMPSHIRE**  
**Selectmen**  
**Approved Minutes for Meeting of August 30, 2022 at 6:05 p.m.**  
**Town Hall, 13 Town Hall Rd, Acworth, NH 03601**

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

**STAFF PRESENT:** Charlotte Comeau, Administrative Assistant; Collin Crosby, Highway Employee; Lester Darrell, Highway Employee; Melinda Loiselle, Treasurer

**OTHERS PRESENT:** Gregg Bascom; Jennifer Bland, Health Officer; Erin Darrow, Engineer; Glenn Elsesser; Frank Emig; Alison Fino; Bri Fino Kirk Frost; Ken Gagnon; Mark Girard; Chris Goodwin; Bonnie Remick; Gregg Thibodeau; John Tuthill

**CALL TO ORDER FOR MEETING:** Jim call the meeting to order at 6:05 p.m.

**FLOOD RESPONSE:**

- Discussion on amounts spent to date and what is allocated to each project.
- Erin stated that Derry Hill Rd has complexities with the reimbursement from FEMA. They state in order to be reimbursed we will need mitigation.
- Erin suggested to reclaim Derry Hill after the ditching if there is still money left.
- Contract for project #14 &15 is on hold with most of the work being done, the amount left in these contracts is ~\$300k. Project #7 Milliken Brook, FEMA has requested additional mitigation. They asked us to do more ditching; there is water diversion from the home owner at the top of the hill that needs to be addressed; and a culvert outlet and one culvert that will need to be replaced. This extra work would be around \$30k which will leave us around \$100k left in the Milliken contract to use elsewhere.
- Kathi mentioned whether to consider the reclaim on Derry Hill as an extension of the existing contract because there is language there that talks about the road surface or put out an RFP with just the reclaim. Kathi said we did the first option when we did Charlestown Rd and people felt that it wasn't clear. After further discussion, Kathi asked if Erin could write an RFP that is specific for the reclaim so there is one ready.

**MINUTES:** Meeting minutes of August 15, 2022: on a motion by Kathi, seconded by Jim; *the Board voted to approve minutes as written. Motion passed.*

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

**PAYROLL MANIFEST:** Jim asked why there was overtime. It was stated that Ray had called a meeting on Saturday. This to be discussed another time when Ray is in attendance. On a motion by Kathi, seconded by Jim; *the Board voted to approve. Motion passed.*

**HIGHWAY DEPARTMENT REPORT:** Collin discussed work they are doing. Ditching and grading on Hilliard, Ball and Grout Hill. Rock removed on Ball Rd. Collin stated they need to add more gravel on Grout Hill. After some discussion it was noted that we have the gravel and we have money in the trucking line for this.

- Lester said she spoke to resident on Livermore regarding the ditch being so deep. He said we will need to add more stone to the ditch. Jim said make this a temporary fix as this road is on the FEMA damage list.
- Trucks are all due for inspection in September. Consensus was to bring them up one at a time.
- Jennifer said they need a spreader chain for the 5500. Kathi asked for them to get estimates and come back next meeting.
- Jim asked about the tarps. Jennifer said they have one tarp on the International. Received a quote from Osgood's for the Western Star and 5500. It would be 1967.55 for the tarp and 400-800 to install it for each truck.
- The Board asked for a list of everything that is needed so they can prioritize.
- On a motion by Jim, seconded by Kathi; *the Board voted to accept the quote to get new antenna for the Highway in the amount of \$1,350.00 Motion passed.*
- Lester said they need fittings to make hydraulic hoses. Will have more information next meeting.
- Jennifer said she needs Jim to look at a situation on Heino Rd. when he can.
- Jennifer said there was a complaint from a resident on Cobb Hill. Lester said that the neighbor to this resident has altered the road so the water doesn't go into the ditch but instead flows down the road and washes out at the neighbors. Kathi mentioned that he needed a permit to work on the road. Some discussion on sending the permit even though it is after the fact. Lester says we need to put the gravel back in the road but it is in the person's driveway. The Board asked them to put some additional gravel back.

- Reviewed the purchasing policy which is currently \$1,000 dated 2008. Discussion to increase this as things cost more now. On a motion by Jim, seconded by Kathi; **the Board voted to increase to \$2,000. Motion passed.** Due to policy, this will come before the board again in the October 3<sup>rd</sup> meeting.
- Some discussion on highway go-to person. Kathi mentioned the Board is providing guidance, Jennifer is helping out with administrative duties. In terms of filling the supervisor position this would be considered a nonpublic. Jim asked Lester and Collin if they would be willing to come before the board for an interview. They were both in agreement. Jennifer spoke on behalf of Eddie stating that he is not interested in a supervisor position.
- Charlotte asked if Ray is the go-to person. Kathi said Ray is the Board's liaison stating this a tricky line to walk. It's basically to take calls and pass them on to the board. It's not decision making or the last word but more of a conduit.
- Gregg asked if they were going to post the road agent position. Kathi said the Board is giving everyone involved a little time before we take any further steps.

**PUBLIC:** The Board acknowledged John Tuthill. John said the town of Lempster is considering a proposal for another race track. He asked if this would be a regional impact to Acworth as the existing track is already impacting East Acworth in terms of noise levels and potentially property values. Kathi will contact Meghan at Upper Valley.

#### **ACTION ITEMS:**

- Building Permit: D. Williams Map 229 L14. On a motion by Kathi, seconded by Jim; **the Board voted to approve and sign. Motion passed.**
- Review MS-1: Kathi mentioned that compared to last year our value has gone up by 2 million. When the value increases you can support an increase to the budget by the same proportion. If you increased the budget when the value decreased you would need to increase the tax rate.
- Review MS-434: Kathi said the revenues are pretty much what we voted on in March. She stated this is a tool that DRA uses to set the tax rate.
- Class V/VI road improvement permit: Coffin Hill-L LeLerc. On a motion by Jim, seconded by Kathi; **the Board voted to approve and sign the permit. Motion passed.**
- Letters to J Snitkin and P Maynard: On a motion by Kathi, seconded by Jim; **the Board voted to approve and sign both letters. Motion passed.**
- Compliance: Notice of violation: Demurro: Discussion on a reasonable extension to remove or register cars. Consensus was to give him until September 30<sup>th</sup>.

#### **DISCUSSION:**

- Review email from bank regarding loan: Kathi mentioned that the bank indicated that we could extend the maturity date for 12 months due to the fact that we hadn't started receiving any reimbursement from FEMA. There are options. If we extend the loan now the rate would be 1.5%. There was no guarantee what the rate would be if we wait until November. We want to invite the budget committee to a meeting to give them an update about this. Consensus was to invite them to the meeting on the 19<sup>th</sup>.
- 46 Keyes Hollow Rd Culvert: Mark G. went out to look at it. His understanding was the town had a culvert for a long time. The home owner asked for the town to remove it. Now, the water is coming off the hill coming across Keyes Hollow and washing out their driveway. To fix it the road would need to be ditched, move the culvert a little further down on the low spot. Jim asked the highway crew to take care of Keyes Hollow before winter.
- Kathi asked to send a letter to Mr. Magliano stating we are having the town property surveyed that abuts his property.
- Update on town border Charlestown/Acworth/Unity: The Board acknowledged Mr. Kirk Frost. Kirk gave an update on the Acworth property he owns which abuts property in Charlestown where the owner is planning on clear cutting. There is discrepancy on the town lines. He has a state forester coming tomorrow to hike the property. Tom Dombrowski is scheduled to survey the property in October. Kirk is recommending that the towns do the perambulation during this time. He is asking Acworth to initiate a letter to Charlestown stating we would like to do a perambulation with Charlestown when Tom Domrowski is executing the survey. John T stated that he has been following this situation and is quite concerned about it. He urged the board to send a letter sooner rather than later regarding the perambulation.
- Morse property: Confirmed that there was a permit to build a cabin. It was noted that there is a lot of traffic due to campers coming on to the property which is a safety concern as they have been speeding. In the winter the road is a one way road. There are about 3 or 4 campers currently there all from out of state and it's set up like a campground with stone pads. There is, what is believed to be an illegal buried holding tank for septic and gray water lines coming from the campers onto the ground. Kathi said the zoning ordinance allows a guest camper for 90 days. She recommend we send a letter citing the zoning ordinance. Gregg T said if there is speeding to contact the state police or fish and game. Jennifer will contact the state police and investigate this regarding complaint of an illegal septic as there is no septic permit with the state.

**NON-PUBLIC SESSION (NPS):** On a motion by Kathi, seconded by Jim; *the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (c) at 8:06 p.m. Motion passed unanimously.*

On a motion by Kathi, seconded by Jim; *the Board voted to exit NPS and reconvened public meeting at 8:20 p.m. 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 (a) at 8:20 p.m. Motion passed unanimously.*

On a motion by Kathi, seconded by Jim; *the Board voted to exit NPS and reconvened public meeting at 8:45 p.m. Motion passed.*

On a motion by Kathi, seconded Jim; *the Board voted to adjourn at 8:45 p.m. Motion passed.*

Respectfully submitted,



Charlotte Comeau  
Administrative Assistant