

**TOWN OF ACWORTH, NEW HAMPSHIRE**  
**Selectmen**  
**Approved Minutes for Business Meeting of June 3, 2024 at 6:30 p.m.**  
**Town Hall, 13 Town Hall Rd, Acworth, NH 03601**

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

**STAFF PRESENT:** Charlotte Comeau, Town Administrator; Collin Crosby, Road Agent; Jennifer Bland, Hwy Admin. Assist. /EMD; Melinda Loiselle, Treasurer

**OTHERS PRESENT:** Steve & Lori Murray; Mike Farias

**CALL TO ORDER:** Jim called the meeting to order at 6:30 p.m.

**2021 FLOOD RESPONSE:**

- Discussion on the 5% from the state we were told we would receive. The most recent information was they were dealing with their legal dept on how to proceed with this. Steve asked if we could send a letter to the Governor.

**2023 FLOOD RESPONSE:**

- There is a new 2023 project in the portal for Jennifer to review for \$28k and then it will be obligated.
- Bowers Brook
  - There was a mid-level on site meeting with DES. There was discussion on the possibility that DES may allow 5- year permitting in the future.
  - DES suggested this go into the Master Plan, which they called: Water Shed Planning. This would allow us to be eligible for grant funding.
  - They also suggested the Town have a flood management line in the budget.

**MINUTES:** Meeting and NPS of 5/20/24: On a motion by Ryanne, seconded by Kathi; *the Board voted to approve. Motion passed.*

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

**PAYROLL MANIFEST:** 5/22/24: On a motion by Ryanne, seconded by Jim; *the Board voted to approve and sign. Motion passed.*

**HIGHWAY DEPARTMENT:**

- They were at Crescent Lake today for the ditch across from house #195. It's 95% done will be doing the rest tomorrow.
- They have done most roads in town with the grader and are now ditching.
- The Int'l is still at Reeds. It should be ready first thing tomorrow morning.

**PLANNING BOARD UPDATE:** Kathi

- Finished with the Bascom subdivision.
- Had the spring joint boards meeting with the following outcomes:
  - Discussion on the Master Plan and whether there would be enough items to have an amendment to the zoning ordinance.
  - Anticipating working on the Capital Improvement Plan later on this summer.
  - In terms of zoning ordinance, there was discussion on the need for consolidating and refining the definition of a dwelling which would be a zoning ordinance amendment. If this were the case there would be a public hearing over the winter.
  - Gregg Thibodeau attended and mentioned the response in the master plan questionnaire was in support of conservation and water quality. There was some conversation that this would be updated in the master plan.
  - Judy A spoke at the end of the joint board meeting about budget challenges at the County level which will filter down to us.

**CONSERVATION COMMISSION UPDATE:** None

**PUBLIC:** Michael Farris, 314 Charlestown Rd, asked if the demo permit be revised to include the main part of the house as well. He wants the building permit to be amended and will have new plans. He asked if the amended demo permit could be

approved tonight. **On a motion by Kathi, seconded by Jim, the Board voted to extend the demo permit to include the other part of the house contingent on working out the details with Charlotte. Motion passed.**

#### **ACTION ITEMS:**

##### Intents to Cut:

- N Jennison M233 L20&21: On a motion by Kathi, seconded by Ryanne; **the Board voted to approve and sign with Jim abstaining. Motion passed.**
- O Bassinne M236 Lot 5, 6 & 8: On a motion by Jim, seconded by Kathi; **the Board voted to approved and sign. Motion passed.**
- Property Tax Warrant: On a motion by Kathi, seconded by Ryanne; **the Board voted to approve and sign. Motion passed.**
- Timber Tax Warrant: On a motion by Kathi, seconded by Ryanne; **the Board voted to approve and sign. Motion passed.**
- Land Use Change Tax Warrant: On a motion by Kathi, seconded by Ryanne; **the Board voted to approve and sign. Motion passed.**
- Trustee of Trust Funds Letter to deposit \$2,500 in re: WA #10 voted at town meeting: On a motion by Ryanne, seconded by Kathi; **the Board voted to approve and sign. Motion passed.**
- Accept Chief Connors recommendations: On a motion by Jim, seconded by Ryanne; **the Board voted to approve and sign. Motion passed.** Kathi asked if this was protected info. Ryanne said she could find out.
- Recommendation for Deputy Treasurer: Kathi asked if this was posted. Melinda read RSA 41:29-a stating the position is appointed by the Treasurer, with approval of the Board. Kathi said one of the things that came back from the Master Plan questionnaire on the question “how can our government be better” was that we not just hire people we know and stating how can you grow a government if you don’t let people know what you’re doing. In the past, there were times a recommendation would come before the board and they would wait until the next meeting to accept it. After much discussion between the Board and Treasurer, consensus was to post the position on the website, at the post office and store first. Melinda was in agreement with this.

#### **DISCUSSION:**

- Community Action Report from DRA: Kath said our assessments are supposed to reflect 100% market value. We are at 68%. This is happening with a lot of towns due the real estate market since COVID. We are on a 5-year revaluation cycle and all this has happened in between. Our next reval is scheduled in 2026. What DRA is suggesting that instead of waiting 2 more years we try and have a reval next year. Kathi said this would be a good thing and we have accumulated money in our capital reserve. Charlotte is working on getting a quote from MRI and should have it for the next meeting.
- Charlotte asked the Board if they would agree to get cameras for the TS. She felt it would be safer for the attendants as there have been issues recently that may have been circumvented if there were cameras. Both Kathi and Ryanne thought it would be a good idea to install cameras at the office as well at some point. Charlotte mentioned that our insurance company had sent someone out recently to inspect the town buildings and that was a question they asked. Consensus was for Charlotte to look into this.
- Additional info from DES and ZBA regarding septic and grey water requirements: Kathi said DES was quite clear, the folks on Turkey Shoot can’t do what they are trying to do. Jennifer said that per DES, there is no such thing as non-pressurized water and that any time water is plumbed into a building, a septic system is required. Consensus was to send a follow up letter. Jim asked if the building permit needs to be changed. Charlotte confirmed this would avoid confusion going forward and will have it ready for review at the next meeting.
- Draft Policy for public participation during Selectmen meetings: Kathi mentioned she likes that it stipulates in various places the “chair may” which gives the chair some flexibility. On a motion by Kathi, seconded by Ryanne **the Board voted to approve and bring it back in 30 days to adopt as policy. Motion passed.**
- Compliance: Kelin update: Consensus was to send an email to tell him he has until the end of June for the septic approval.

**NON-PUBLIC SESSION:** 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 7:27 p.m. Motion passed.**

On a motion by Jim, seconded by Kathi; **the Board voted to exit NPS and reconvened public meeting at 7:45 p.m. Motion passed.**

On a motion by Ryanne and seconded by Kathi; **the Board voted to adjourn at 7.46 p.m. Motion passed.**

Respectfully submitted,  
Charlotte Comeau  
Town Administrator