

TOWN OF ACWORTH, NEW HAMPSHIRE
Selectmen
Approved Minutes for Business Meeting of September 5, 2023 at 6:30 p.m.
Town Hall, 13 Town Hall Rd, Acworth, NH 03601

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

STAFF PRESENT: Charlotte Comeau, Town Administrator; Brian Clough, Highway Crew; Collin Crosby, Road Agent; Jennifer Bland, Hwy. Admin. Assist/EMD; Bob Porter, Code Enforcer

OTHERS PRESENT: Judy Aron; Gregg Bascom; Bill Brodne; Linda Christie; David Clark; Glenn Elsesser; Mark Girard; Mark Goodwin; Bill & Mary Hildreth; Melinda Loisel; Steve & Lori Murray; Gregg Thibodeau

CALL TO ORDER: Jim called the meeting to order at 6:35 p.m.

2021 FLOOD RESPONSE:

- Jim stated that we received \$31,936.65 in FEMA reimbursement.

2023 FLOOD RESPONSE:

- Charlotte read the email from Mr. Willeke about the engineer who has been appointed to Acworth for the project development process to replace Forest Rd. Bridge. She will be in touch.

MINUTES: Meeting and NPS minutes of August 21, 2023: On a motion by Ray, seconded by Kathi; ***the Board voted to approve. Motion passed.***

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

PAYROLL MANIFEST: On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign contingent on rate adjustment that will be discussed in a NPS. Motion passed.***

HIGHWAY DEPARTMENT:

- Jim asked if the daily inspection of the equipment is something new. Collin said it was and they will be doing this going forward.
- Collin said the excavator was returned.
- They put the roads back together that the highway department could touch.
- They will now be doing more maintenance and winter prep now. The 550 needs all new brakes. Need lights on International. There is a lot to be done before going to Reeds for inspection on the 14th.
- Discussion on pre-trip inspections on the truck. They will be doing this going forward.
- Continental Paving called and said the state still may have them do River Rd. Consensus was for Continental to still do the paving.
- The 2018 Dodge 5500 is still being serviced. Both rear wheels are bent inwards and based on only what they can see, the estimate is \$9,502 and is not covered under the warranty. Consensus was there was no other choice and we need to proceed with the repair. Charlotte will check with Primex to see if this is something that can be covered under insurance.
- Gravel Crushing Quotes: Collin reached out to St Pierre for gravel crushing quotes and were told they don't have time. Fuzzy Brothers can do it at the same price as last year. The prices have gone up but Ben said they would hold the price for Acworth. Collin also stated the product they made last year was great. He reached out to KA Stevens three times and they never returned calls. On a motion by Ray, seconded by Kathi; ***the Board voted to accept Fuzzy Brothers quote for crushing. Motion passed.***
 - Jim asked how we are with the pit. Ben told Collin we still have a couple more years.
 - DMS quarry is providing material to the town for free.
- Charlestown Rd Paving: Kathi mentioned we were postponing the contract because the road had been recently damage and asked if it had been repaired and ready for paving now? Jennifer said it was except for one spot that Highway Dept. can fix. Kathi said that since the catalyst grant wasn't approved, we may have the money to do this paving. FEMA is putting all our paving into one project and we will know better once this is done what will be covered. Ray mentioned this is a main artery for Bascom and trucks and feels we should proceed with paving.
 - Jennifer said Charlestown Rd is in the last stages of review. The next step is payment.
 - Kathi asked if we can bring it back in two weeks. Jennifer will reach out to R&D and see if the price is still the same.

PUBLIC: David Clark asked whether we will fixed shoulders on the lower part of Crane Brook Rd. The school bus is coming up to Ryan Rd and the asphalt is undermined there. He also said there should be some preventive maintenance. Collin said they can't work there due to wet lands.

- Glenn asked where we stand on an RFP for an engineer. Kathi said the 3 large projects, Crane Brook, Thayer Brook and Forest Rd. Crane Brook and Thayer Brook are usable for local traffic and we have signed on with the state for the Forest Rd Bridge Project. They have appointed a project manager and they will help us secure an engineer. We will hire an engineer in 2024 and do the bridge replacement in 2025. We haven't discussed what we would do for the other 2 projects because we are waiting to hear if we will get a declaration.
- Judy said a letter was sent 8/31 from the Governor to the President requesting a declaration of disaster. Once this is made, the town could apply for interest free loans from the state.
- Kathi said we haven't approached those projects because we don't know if we will get FEMA money.
- Jennifer said for the RFP or RFQ we have to define a clear scope of work. We have had a couple of engineers come out who saw Thayer Brook, Forest Bridge and Crane Brook Rd. They advised of an on line class for writing RFP's and RFQ's so we know what we need to do but the problem is with the scope of work. Mr. Willeke from the state has offered to assist her. She said an Engineer shouldn't be writing their own RFP.
- Gregg T asked if we know how much damage was sustained. Jennifer will look into getting this information for the next meeting.
- Greg B asked if the highway dept. would be repair Putnam Rd. Collin said it is filled up to the jeep off the road so they can get that out. He was not planning on doing any more this year as there is no one that lives on that road. Greg requested that Putnam Rd be repaired before winter as they use it a lot in the spring. Brian asked if this was accessible from Charlestown. Greg said it was but a long walk if parked on the Charlestown side.

ACTION ITEMS:

- Building Permits: M Goodwin M235 L25.1. On a motion by Jim, seconded by Kathi; ***the Board voted to approve and sign. Motion passed.*** Gregg stated they may be in wetlands and would need DES permit. Mark said the building would not be in this area.
- Review MS-1 draft: Kathi asked to provide the 2022 when this comes back for signature so they can compare.
- Review MS-434 draft: Kathi mentioned this is our revised income. She reviewed the increases.
- Class VI Road improvement Application on Milliken Brook Rd: Collin said the culvert was already there. He was just doing surface work so the fire truck can get in there. On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***
- Timber Tax Abatement-Travers: On a motion by Kathi, seconded by Jim; ***the Board voted to approve the timber tax abatement recommended by Peter Rhoades. Motion passed.***

DISCUSSION:

- Review questions on Hoyle & Tanner letter re: 123A culvert repair: Consensus was to see if some of these questions can be answered by ConCom and John Tuthill. Helen Frink already responded to question 4.
- Results of Catalyst Grant for Cold Pond Rd: Gregg said we were not approved. There was little information on why. He said there were 2 other grants that may be more in line for Acworth.
- 30 Turkey Shoot Rd letter: The Mortgage holder asked if the town would buy his mortgage. Consensus was this is not something that can be done.
- Grant request for Flood Relief Funding: Judy explained this grant and stated the letter has to be sent to NHDES and/or the Governor asking them to approach the Joint Fiscal Committee for a request for an emergency appropriation for funds of \$4M. Kathi mentioned this amount would pay the loan and give us money for the state bridge project so we can start right away. After some discussion, on a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***

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 8:00 p.m. Motion passed.***

On a motion by Jim, seconded by Kathi; ***the Board voted to exit NPS and reconvened public meeting at 8:05 p.m. Motion passed.***

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 8:05 p.m. Motion passed.***

On a motion by Jim, seconded by Kathi; ***the Board voted to exit NPS and reconvened public meeting at 8:05 p.m. Motion passed.***

On a motion by Kathi, seconded Jim; ***the Board voted to adjourn at 8:35 p.m. Motion passed.***

Respectfully submitted,
Charlotte Comeau, Town Administrator