

TOWN OF ACWORTH, NEW HAMPSHIRE
Selectmen
Approved Minutes for Business Meeting of August 21, 2023 at 6:40 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; Collin Crosby, Road Agent; Jennifer Bland, Hwy. Admin. Assist/EMD

OTHERS PRESENT: Michael & Judy Aron; Gregg Bascom; Sandra Binion; Conan Cook; Linda Christie; David Clark; Glenn Elsesser; Mark Girard; Mark Goodwin; Allison Hackman; Bill & Mary Hildreth; Claudia Istel; Mike & Lillie LeBlanc; Melinda Losielle; Mike & Ann Kosa; Brenda Melius; Susan Metsack; Daniel McShane; Steve & Lori Murray; Nick Nash; Chris Noonan; Jack Rieck; Chris Robbins; Gregg Thibodeau; Rob Traver; John Tuthill; Robin Ungeheuer

CALL TO ORDER: Jim called the meeting to order at 6:40 p.m.

2021 FLOOD RESPONSE:

- Kathi mentioned the following on Forest Rd Bridge:
 - Last meeting we discussed consideration on working with the state for help with Forest Rd Bridge. The state said they would accelerate the process so we would have a bridge in 2025. The first year would be engineering, the second year will be construction. As soon as we accept, they will assign a project manager and they will walk us through the process of obtaining an engineering for an RFP or RFQ process. We would go to town meeting in 2024 to request the engineering funds and in 2025 would be the construction funds.
 - Alstead is working with the state on a bridge in that town and they are satisfied with the process. Alstead has a meeting Wednesday night where they will have a report from the engineers and any one can go.
 - We don't incur any expense with a project manager that the state assigns. If we decide we can't come up with money for an engineer or any other reason, we can withdraw.
 - One advantage of having a state oversight is we would have a state endorsed bridge. The bridge we put in a couple years ago was never removed from the red list as it was temporary. This would not be the case with a state bridge replacement.
- Jennifer said we would need to apply for an RFQ for the state bridge aid which is a request for quote and DOT will oversee the engineering costs to be sure we are not being over charged.
- On a motion by Kathi, seconded by Jim and after further discussion ***the Board voted to reach out to Mr. Willeke at the state to let him know we want to participate in the state aid bridge program. Motion passed.***

2023 FLOOD RESPONSE:

- Judy mentioned Governor Sununu is sending a request to the President asking him for an emergency declaration so we will qualify for FEMA reimbursement.
- Jennifer and Collin are working on determining a small project that could be considered for the NRCS grant funding.
- Kathi pointed out we currently have spent approximately \$50k so far for the 2023 flood.

MINUTES: Meeting of August 7, 2023: On a motion by Kathi, seconded by Ray; ***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. Motion passed.***

HIGHWAY DEPARTMENT:

- Finished washouts on Derry Hill, Lynn Hill Rd, Cold Pond Rd, Black North Rd, Turkey Shoot Rd and Charlestown Rd.
- Will be starting Thayer Brook Rd.
- Fleet inspections are due in September and tires are needed for all the equipment. They are trying to get recaps in order to save money. The estimate now is \$11k but could be less if they are able to get recaps. Consensus was to get the tires that are needed.
- David Clark asked about the load of gravel for the end of Crane Brook Rd. Collin said he would bring it down in the morning.
- Judy asked if there could be some additional road closed signage on Forest Rd to prevent people from using it.
- Ray asked if Gary is planning to help flush culverts. Collin said he was told they don't have enough manpower.

- Kathi asked about the Class V/VI road improvement application submitted by Stephen Mingils which asked to do a culvert replacement. She stated if he is replacing a culvert he needs to be a certified culvert maintainer. Jennifer said he works for an excavation company that is doing the work. Consensus was we need to see their certification before approving.
- Jim asked about the gravel crushing. Collin talked to Ben. We have no material in our pit to make good gravel. He reached out to DMS quarry to see if they can sell us some stone.
- Jim asked if we were going to put gravel crushing out to bid. Kathi said there are only two companies that can do it and last year one company wouldn't work with the materials we have so we were limited to one company. Ray felt we should still put it out to bid. Kathi asked Collin if we can ask for a second price. Collin will call St Pierre's tomorrow. Jim thinks United in Newport does crushing.

PUBLIC:

- There was a question on whether we heard anything on the catalyst grant. Gregg will reach out this week.
- Claudia said there is an article that will be broadcasted tomorrow on NHPR regarding the 2023 flooding.
- Linda asked how much the interest is we've paid on the loan. Charlotte said we haven't paid anything and it will be about \$40k due in November which we have budgeted for.

ACTION ITEMS:

- Building Permits:
 - McShane/Hackman M229 L5. The Board acknowledged Allison Hackman/Daniel McShane. They have recently submitted a building permit application which has previously been denied due to not having a state septic approval. Allison stated they don't need a traditional septic because they have a gravity fed system with a water tower outside the structure and therefore it's considered "no pressurized water in". After some discussion, Kathi read a portion of the zoning ordinance which states "occupancy of the building with running water connected shall not commence until an approved sanitary system is completed". Kathi said these are the constraints the board has to work with. Allison said the water inside the building will be gravity fed and not pressurized. Kathi asked Brenda if this becomes a ZBA issue. Brenda said that if the Board denies the permit then the owners could apply for a variance with ZBA. On a motion by Kathi, seconded by Jim; ***the Board voted to deny the permit. Motion passed.***
 - M&A Kosa M246 L18. The Board acknowledged Mike and Ann Kosa. Ann spoke on the permit which attempts to move the community aid building and attach to the back of their house. They are working with DES for permitting. Kathi said the permit is in order except they would need DES approval. Ann doesn't think there will be an issue with DES. Kathi motioned to approve and sign the permit contingent on information from DES that it meets shore land protection criteria, seconded by Ray; ***the Board voted to approve and sign contingent on DES approval. Motion passed.***
 - N. Nash M221 L6. The Board acknowledged Nick Nash. Kathi said it looks like everything is in order except the state septic approval. Kathi motioned to approve and sign contingent on getting the septic approval, seconded by Ray; Nick asked if this could be approved sooner as he has scheduled the concrete for the foundation to be poured mid-September and he needs to have a roof over his head before winter. He said the septic person is still working on the design. After further discussion; ***the Board voted to approve and sign contingent on getting septic approval before any other work is done. Motion passed.***
- Letter to Commissioners: Follow up from last meeting where there was a request for the Board to send a letter regarding the situation at Bowers Brook and the bridge. On a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign. Motion passed.***
- Appoint new ConCom member: Gregg said Rob Traver wants to join and this would put them to the required 7 members and gave some of Rob's background. They have 1 alternate, still short 2 alternates. On a motion by Kathi, seconded by Jim; ***the Board voted to approve appointment and sign. Motion passed.***
- Class VI Road improvement Application on Milliken Brook Rd: Jennifer will check into this further on whether there will be a certified culvert installing the culvert and let the Board know before approving the application.

DISCUSSION:

Hazard Mitigation and EOP Plan Update: Jennifer said Upper Valley is going to help with our Hazard Mitigation Plan. They are waiting for confirmation from the state on a grant request through FEMA which will help cover the cost. Jim asked if the team is in place but Jennifer said they are not at that point yet.

Jim ask Jennifer about the Gove Rd property with unapproved driveway permits. She stated there are two driveways and a camper on the property.

On a motion by Kathi, seconded Ray; ***the Board voted to adjourn at 7:50 p.m. Motion passed.***

Respectfully submitted,
Charlotte Comeau, Town Administrator