

TOWN OF ACWORTH, NEW HAMPSHIRE
Selectmen
Approved Minutes for Business Meeting of May 15, 2023 at 6:00 p.m.
Town Hall, 13 Town Hall Rd, Acworth, NH 03601

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

STAFF PRESENT: Charlotte Comeau, Town Administrator; Collin Crosby, Road Agent

OTHERS PRESENT: Greg Bascom; Linda Christie; Brian Clough; Erin Darrow; Glenn Elsesser; Frank Emig; Steve & Lori Murray; Bill & Mary Hildreth; Gregg Thibodeau; Robin Ungeheuer; Carole Wallace

CALL TO ORDER: Jim called the meeting to order at 6:00 p.m.

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 (b) at 6:00 p.m. Motion passed.***

On a motion by Kathi, seconded by Jim; ***the Board voted to exit NPS and reconvened public meeting at 6:25 p.m. Motion passed.***

FLOOD RESPONSE:

- Review of list of open contracts of projects which are complete. Erin will coordinated with Charlotte on preparing a letter to the contractor.
- Discussion on the culvert on Milliken Brook on whether there needs to be a correction on the drainage. Erin said the old culvert was filled in and a 18" pipe was damaged. They maintained the same location but the difference is, the old culvert was filled in which made it not function properly. Now that the pipe is open, there is an increase of water flow.
- On a motion by Kathi, seconded by Ray; ***the Board voted to accept Erin's recommendation to send a letter to the contractor to close out the open contracts. Motion passed.***
- Reviewed the amendment to the Engineers contract. Erin said she can't sign it. In order to be the Town Engineer she has to be the Project Manager. She said she understands the financial restrictions and will work with Charlotte and Collin to delegate some work.
 - Kathi asked if she could come back with something different. At first Erin said no and Kathi stated that maybe we couldn't come together on this. Erin said she is willing to delegate but maybe we will have to speak with each of our attorney's and come back in a nonpublic session. She has to put her professional certification on the work done.
 - Erin said she is happy to delegate. But it is possible we can't continue to work together and that's probably what will happen. She stated that maybe we could better define what project management is. She needs to be the manager of the work.
 - Kathi asked if we get more description on the project manager piece. Erin will talk to her attorney and see if there is a way she can address the Town's concerns.
 - Kathi said if she could put some language around the description of project manager along about the types of work that could be delegated and not jeopardize her license. Erin will take that into consideration.
 - Kathi asked Erin about the H&H study that FEMA has asked for about six months and how it got backed up. Erin said she had the details and it was only recently that FEMA and HSEM requested the study.

MINUTES: Meeting minutes and NPS of 5/1 & 5/10: on a motion by Kathi, seconded by Ray; ***the Board voted to approve minutes. Motion passed.***

BILL MANIFEST: On a motion by Kathi, seconded by Ray, after some questions; ***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:

- Filled potholes on Forest Rd, Cold Pond Rd, some on River Rd, Crescent Lake Rd.
- Going to start ditching.
- Problems with the grader.
- Collin met with Jeff at Continental paving regarding paving the town portion of River Rd. Collin received a quote for up to the town line. He said the road is so far gone, they wouldn't guarantee it. To do it right it would be \$200k to the town. Kathi felt that anything would be better than nothing and Collin agreed. Kathi stated we would be using the extra state money we received and thought we should take advantage of it.

- Collin is still waiting for a quote just to go up to the bridge.
- Jim asked how long it would take for filling holes and sweeping. Collin said a couple of days.
- Discussion on reclaiming River Rd and leaving like that for a while.
- After much more discussion it was left that Collin will get a quote on reclamation on River Rd and Forest Rd as well as a quote from Continental to pave River Rd from the state line up to the bridge. Gregg T will look into the environmental impact to the river using calcium chloride.

PUBLIC:

ACTION ITEMS:

- Building Permits: None
- Intent to Cut: J Burdick M208 L6. On a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign. Motion passed.***
- Report of Cuts: J Morales M252 L13; D Hoagland M233/L5&6; B Richards M229 L71. On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign all cuts. Motion passed.***
- Notice of Town's ownership: S&D Hood M223 L11. On a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign. Motion passed.***
- ZBA Appointment: L. Christie as full member to satisfy Lisa Earl's term until 2024. On a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign.***

DISCUSSION:

- Response from bank regarding paying interest sooner: After some discussion, Kathi gave the email from the bank to Glenn for his review.
- Building permit expiration clarification for application: After some discussion, on a motion by Kathi, seconded by Jim; the Board voted that ***construction must begin within one year of approval date. If construction hasn't started within one year, a new permit is required. Motion passed.***
- Catalyst Grant: Gregg said we were invited to submit an application which has to be submitted by June 2. Gregg stated there is a resolution. Kathi said we need an authorized official and the primary contact be Gregg. The authorized official could be a Selectmen. On a motion by Kathi, seconded by Jim; ***the Board voted for Jim to be the authorized official and Gregg to be the point of contact and sign the resolution. Motion passed.***
- Gregg said there was a perambulation on Acworth/Unity/Charlestown marker. It's the same one as the previous perambulation.
- Gregg said they had to cancel the small roads meeting tomorrow due to scheduling conflicts.

Charlotte asked about the property that didn't sell at the auction last year. Jim said the person originally rejected the property as a second bidder. Charlotte wasn't sure if it was the same person. She will look in to this and get back with the board at the next meeting. Frank asked about whether abutters could purchase. It was mentioned that legal had advised against this.

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 8:30 p.m. Motion passed.***

On a motion by Kathi, seconded by Jim; ***the Board voted to exit NPS and reconvened public meeting at 8:40 p.m. Motion passed.***

On a motion by Kathi, seconded Ray; ***the Board voted to adjourn at 8:40 p.m. Motion passed.***

Respectfully submitted,



Charlotte Comeau
Town Administrator