

**TOWN OF ACWORTH, NEW HAMPSHIRE**  
**Selectmen**  
**Approved Minutes for Business Meeting of October 2, 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; Jennifer Bland, Hwy Admin. Assist.

**OTHERS PRESENT:** Greg Bascom; Linda Christie; Glenn Elsesser; Mark Goodwin; Bill & Mary Hildreth; Melinda Loiselle; Steve Murray; Gregg Thibodeau

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

On a motion by Jim seconded by Ray; ***the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (c) at 6:00 p.m. Motion passed.***

On a motion by Ray, seconded by Kathi; ***the Board voted to exit NPS and reconvened public meeting at 6:30 p.m. Motion passed.***

**2021 FLOOD RESPONSE:**

- Charlestown Rd-R&D Paving: Collin said there are a few things R&D won't be doing which they both agreed on. One is the prior Engineer wanted them to do shoulders on the side by the s curve. The other is across the street from Black North Rd going out 8 feet. He is going to get thicker with the shimming where the washout was. Will be topping with 3/8" instead of 1/2" since there is so much traffic, there is no price difference. They will be trying to get it scheduled for this year but very busy. If not this year they will do it next year and the only price difference will be asphalt liquid content, if that goes up we would have to pay the difference. Kathi noted that if we can't get it done this year, we would want to encumber the funds since we have a contract.
- Loan re-payment: Melinda has started talking with the bank. They said if we are still expecting more money from FEMA and in a timely fashion they may be able to extend the loan again instead of rolling into a term loan. If we did go with a term loan there is no prepayment penalty. Melinda will ask what they consider a timely fashion and what the interest rate would be.

**2023 FLOOD RESPONSE:**

- Email from Judy re: wood removal from stream: Jen will call the DOT bridge people and confirm with them this is okay to do.

**MINUTES:** Meeting and NPS minutes of 9/18 and 9/28: On a motion by Kathi, seconded by Ray; ***the Board voted to approve the minutes. Motion passed.***

**BILL MANIFEST:** On a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign with the addition of a bill to the Library for \$5,000. Motion passed.***

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

**HIGHWAY DEPARTMENT:**

- Work report/work plan: Going out to Crane Brook Rd tomorrow; touch up Bascom Farm Rd; finish off Hilliard; then to the bottom of Crane Brook Rd to widen that for winter. Then bring the excavator to Sam Putnam.
- Salt Contract: Kathi asked if they will be getting all the salt with Morton. In the past they had Eastern Mineral line up but Collin said they didn't have any problem last year with using just Morton and they have increased the tonnage needed to 352 tons. On a motion by Jim, seconded by Kathi; ***the Board voted to approve and sign the salt contract. Motion passed.***
- Jim asked if they could cut some of the brush on Bascom Farm Rd by the emergency lane. After explanation of the exact location it was determined this was Langdon.
- Glenn asked about the deep ditches on Crane Brook Rd. which could be a problem when plowing. Collin is aware of this and has ordered delineators.
- Glenn asked if there was going to be any paving on Luther Hill. Collin said he had been talking with Pelow about this. Collin will be getting a price on this.
- Gregg T as if we used salt on all the roads. Collin said they did. Gregg stated they will be doing a water quality assessment at Crescent Lake next year and may have to make some changes.

- Kathi mentioned that due to the fact that this will be the last time the 550 will pass inspection, the planning board is trying to plan for a replacement in the CIP. Collin said if we had another 10 wheeler we wouldn't be spending so much money on JP hauling for us. Consensus was for them to get some ball park figures.
- Jim asked if the 550 is still in Keene. Collin said it was and told them they wanted all the old part returned.

#### **PUBLIC:**

- Glenn asked about the reimbursement for Charlestown Rd. Kathi said we are expecting a little over \$500k and the paving part will be in a separate project.
- Glenn thinks we need to start looking for an Engineer for certain roads. Jennifer said we talked about putting together an RFP last week at the FEMA meeting. FEMA came out last Tuesday to walk Charlestown Rd, Forest Rd. The paving that was done already on Charlestown Rd has been included in reimbursement.
- Greg B asked if we know yet how to word the scope of work for the RFP. Jennifer said she has been working on this with FEMA, going to classes and studying up on it. They want us to put an RFP out for Crane Brook Rd paving. Although the work won't get done right away, they want us to get Contractors and bids in order to move on to the next phase with FEMA.

#### **ACTION ITEMS:**

- Building Permit: Kathi asked Charlotte if she is taking care of getting in touch with the owners on Grange Hall Rd regarding their building permit and the potential need for a DES permit. Charlotte said she would reach out to them.
- Report of Cuts/Timber Warrant: D Hoagland M233 L5&6: On a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign. Motion passed.***
- State Bridge Aid Project Agreement: After some discussion, on a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign. Motion passed.***
- Request for Qualifications (RFQ) for Forest Rd Bridge: Kathi said this was recommended by Julie (State Project Manager) that we put this out and we are working with a state list of qualified engineers. On a motion by Kathi, seconded by Jim; ***the Board voted to release the RFQ so we have results back in November in order to interview engineers. Motion passed.***
- Appointment for Deputy Emergency Management Director: After some discussion, on a motion by Kathi, seconded by Ray; ***the Board voted to appoint Collin Crosby as the Deputy EMD. Motion passed.***
- Local Emergency Operating Plan (LEOP): After some discussion, on a motion by Kathi, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***
- Approve to include Planning Board survey in next tax bill: Kathi mentioned this is a Master Plan questioner. Kathi said they have spoken to Marianne, the Tax Collector and she was amendable to include this in the tax bills as has been done in the past. On a motion by Kathi, seconded by Ray; ***the Board voted to approve sending the questioner in the next tax bill. Motion passed.***

#### **DISCUSSION:**

Dodge Hollow parking & gate recreation plan: Gregg reviewed the plan that was given to the Board. The plan is to go to the abutters and discuss this, however, the town is not authorized to work on Class VI roads. Kathi didn't think this is road improvement. The parking would be on the town right of way. Jim said that originally the Dimarzio's were going to present a gate design to the Board. Kathi said that if the Dimarzio's didn't want to put in the gate, perhaps another abutter would. Charlotte mentioned that it has to be a landowner that would put in a gate, not the town. Gregg said the Dimarzio's had outlined where they wanted the gate and it was at the entrance of River Rd which would force people to park on River Rd which is not something which should be encouraged. Consensus was to talk with all the abutters to see if any are willing to collaborate with this plan. Gregg will do that.

On a motion by Kathi and seconded by Ray; ***the Board voted to adjourn at 7:34 p.m. Motion passed.***

Respectfully submitted,  
Charlotte Comeau, Town Administrator