

Minutes must be kept of all public meetings and must be available to the public upon request not more than five business days after the public meeting. A business day means the hours of 8 am to 5 pm on Monday through Friday, excluding national and state holidays. The minimum content of meeting minutes includes: (1) names of members present; (2) other people participating (it is not necessary to list everyone present, however); (3) a brief summary of subject matter discussed; and (4) any final decisions reached or action taken. There is no legal requirement to accept or approve the minutes. Even if minutes have not yet been approved, they still must be made available not more than five business days after the public meeting. When the five business day deadline is reached before the minutes are approved, they can be made available to the public with a notation that they are a draft version.

Taken from “*Knowing the Territory*,” a publication from the New Hampshire Municipal Association.

**Selectmen’s Meeting  
Minutes  
Albany, NH  
August 23, 2017**

**Call to Order:** At 5:00 p.m., Chairman Hiland called the Selectmen’s meeting to order.

**Pledge of Allegiance:**

**Attendance:**

Members present: Rick Hiland, Cathy Ryan and Joe Ferris

Town Administrator: Kathy Golding

Public: Dorothy Solomon and Steve Knox

**New Business:**

- **Approve the updated Hazard Mitigation Plan:** Selectman Ferris made a motion to approve the updated Hazard Mitigation Plan and Resolution, Selectperson Ryan seconded the motion and all were in favor.
- **Approval of the August 9 and August 16 minutes:** Selectman Ferris made a motion to approve the August 9 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor. Selectman Ferris made a motion to table the August 16 minutes, Selectperson Ryan seconded the motion and all were in favor.
- **Approval of consent file:** Selectman Ferris made a motion to approve the consent file as presented, Selectperson Ryan seconded the motion and all were in favor.

<b>Signed checks</b>	<b>\$4,079.19</b>
<b>Approved timber warrant and certification</b>	<b>Map 9 Lots 92 &amp; 131</b>
<b>Approved amended septic design</b>	<b>Map 6 Lot 73</b>
<b>Signed the Hazard Mitigation</b>	

<b>Update Resolution</b>	
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- **Review tax deed list/sign waivers:** Selectman Ferris made a motion to waive the Tax Collector's deed for: 12 Octa Lane, 120 Golden Oaks Rd., 7 Bear Dr., 147 Golden Oaks Rd., 86 Golden Oaks Rd. and 59 Golden Oaks Rd., Selectperson Ryan seconded the motion and all were in favor.
- **Discuss support for the expansion of CVFD boundaries to include Almost There Restaurant hooking up to their water/septic system:** Chairman Hiland and Selectperson Ryan attended a Commissioners meeting of the CVFD to support Scott Whigham and Almost There Restaurant to petition the District to expand their boundaries to include Almost There so that Scott may connect to the District's sewer system. The Commissioners seemed supportive but were missing one Commissioner. They decided to wait until the third Commissioner was present before voting in support of the petition. Chairman Hiland made a motion to support Almost There Restaurant in order to move forward to find out what is involved to expand the boundary of the CVFD and connect to their sewer system, Selectman Ferris seconded the motion and all were in favor. A letter of the vote will be written with a copy sent to the CVFD Commissioners and Scott Whigham.

**Town Administrator's Report:**

The Town credit card has been approved and received.

Alton Burnell inquired as to the status of his driveway repair by the Road Agent. The Town Administrator asked Alton if he had a driveway permit for the second driveway on his property. He replied the driveway was there when he bought the property 30 years ago. He has enhanced it over the years. Chairman Hiland will visit the property along with the Road Agent to see what can be done.

The Selectmen meeting in Wonalancet will be held on September 20 at 5:00 p.m. at the Wonalancet Chapel. They would like to discuss parking issues along Ferncroft Rd.

The auditor will be passing along the management discussion and analysis file. The only thing left will be the partner final review of the engagement and report.

The Revised Revenue report (MS-4) will be uploaded to the tax rate setting portal next week. Steve Knox asked if the assessing report will be ready. The assessor is still entering data but said he is on schedule.

The Department of Safety will perform its annual audit of the Town Clerk's motor vehicle records and inventory next Wednesday.

Tony Hobbs, a representative from Carol Shea-Porter's office from Washington D.C. called to discuss the payment in lieu of taxes. He will contact the Department of Interior and be back in touch.

Chairman Hiland investigated the Rural School Program. He found out it needs to be reapproved in 2018. He drafted a letter based on a sample letter states out west are using. He would like the Selectmen to approve and sign it and send it to our U.S. Senators and Congresswoman.

Chairman Hiland spoke with Joe Kenney, Executive Councilor and told him of our problems. He suggested a contact with Senator Jeanne Shaheen's office in Berlin. Chuck Henderson is sharp with these issues. Joe would be happy to attend this meeting and do whatever he could to help.

Next Wednesday is the fifth Wednesday of the month; there will not be a Selectmen's meeting.

**Appointments: None**

**Old Business:**

- Albany Selectmen business roundtable – no action taken.
- State Bridge Aid – waiting on NHDOT estimate- Nancy Mayville will be contacted for an update.
- Semi-annual billing – no action taken.
- Fiscal year budgeting – no action taken.
- Generator purchase/grant – no action taken.
- Planning Board appointees – 2 Board openings-no action taken.
- Discuss the establishment of a Heritage Commission – Chairman Hiland plans to meet with June Johnson to take inventory of the museum and estimate a number on its worth.
- North Country Council update of Regional Transportation Improvement Program and Ten Year Plan for Fiscal Years 2019-2028 and removal of rumble strips from plan – a public hearing will be held on September 19 at 7:00 p.m. at the Conway Town Hall.
- Meeting in Wonalancet – September 20 at 5:00 p.m. in the Wonalancet Chapel
- Dedication of the Annual Town Report – no action taken.
- Mountain Meadow Riders Snowmobile Club is looking for permission from the Town to utilize that part of Passaconaway Road- no action taken.
- Town report checklist – no action taken.
- Cemetery records returned to town hall – no action taken.
- Discuss Fire & Rescue Contract- Chairman Hiland noted he is agreeable to both the three year and five year options of the proposed contract. Chairman

Hiland would like to counter propose the cost and create a constant increase each year rather than a large jump for the first year and smaller ones each subsequent years of the contract. Selectperson Ryan likes the thought of a five year contract so renegotiation is further out. She also like the gradual increase suggestion. Selectman Ferris would like to see a report of the calls from people who live out of state. Chairman Hiland did not know if the Fire Chief separated those out in his reports. At the next meeting Chairman Hiland would like to get a formal counter proposal together.

**Other Old Business:** follow-ups

- Steeple people – need them to look at any possible Chapel steeple roof leaks, structural damage and cost estimate to repair- Chairman Hiland spoke with Preservation Timber Framing. They will inspect the chapel at the end of September and create a report.
- One Wheel Drive –update – no response from the letter that was sent.
- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— no response from the letter that was sent.
- Bald Hill Road Munro-update – Selectman Ferris reported there had been no action on the property in four weeks. A letter should be written in order to make contact for progress and a plan of action.

**Other Business (and Board reports):**

**Planning Board: Rick-**

**Conservation Commission: Cathy**

**School Board: Joe-** Selectman Ferris spoke with the SAU 9 office regarding the Rural School Program. They were unsure of how the formulation worked but said everyone in the valley has gone down. Chairman Hiland said it needs to be reapproved and it should be supported by the School Board and SAU 9. If it is not reapproved, no one will receive any money.

**Other:**

**Correspondence:** Letter from NH Dept. of Natural and Cultural Resources

**Public Comment:** Dorothy Solomon asked about the upcoming meeting with the State Representatives. Chairman Hiland said it will be on Monday, August 28 at 7:00 p.m. State Representatives from District 3, Ed Butler, Jerry Knirk and Mark McConkey will be there, along with Senator Jeb Bradley. Also invited is State Representative Tom Buco. Tom is also a Commissioner for the Conway Village Fire District. He is drafting legislation to allow municipalities to charge for rescue services.

Steve Knox read an article that Congress has passed a rule implementing the sale of National Forest land by the government. Albany should be interested and concerned if a developer were to move in on this opportunity.

**Next Meeting: September 6 at 5 PM**

**NonPublic Session RSA 91-A:3 II (c):**

At 6:30 p.m., Selectman Ferris made a motion to move into nonpublic session citing RSA 91-A:3 II (c). Selectperson Ryan seconded the motion and all were in favor. Roll call, Chairman Hiland aye, Selectman Ryan, aye, Selectman Ferris, aye.

At 6:40 p.m., Selectperson Ryan motioned to move into public session, seconded by Selectman Ferris, all were in favor.

At 6:41 p.m. it was determined that the minutes shall not be publicly disclosed. Selectperson Ryan motioned to seal the minutes, to not publicly disclose the minutes because it is determined that divulgence of the information will likely affect adversely the reputation of any person other than a member of the Board. Selectman Ferris seconded the motion and all were in favor.

**Adjournment:**

At 6:43 p.m., Selectperson Ryan made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Golding  
Town Administrator