

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
June 14, 2017 5:00 p.m.

Call to Order: At 5:02 p.m., Chairman Hiland called the Selectmen’s meeting to order.

Pledge of Allegiance:

Members present: Rick Hiland, Cathy Ryan and Joe Ferris
Town Administrator: Kathy Vizard
Public: Dorothy Solomon and Steve Knox

New Business:

- **Approval of the May 24 and June 7 minutes:** Selectman Ferris made a motion to approve the May 24 minutes, Selectperson Ryan seconded the motion. Selectman Ferris made a motion to amend the minutes to replace Rick Munro with Jon Munro and on page four, to replace 8” with 8’ under other business. Selectperson Ryan seconded the motion and all were in favor. Chairman Hiland called for a vote on the amended minutes. All were in favor. Selectman Ferris made a motion to approve the June 7 minutes as submitted, 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.

Signed checks	\$ 3,842.33
Signed assessor contract addendum	
Signed letter to NHDOT Re: no parking signs Rt. 112	
Signed letter of thanks to	

Leah Valladares	
Signed letter to County Commissioners	Re: paying county taxes semiannually

Town Administrator’s Report:

The tax anticipation note application is still in process. The auditor will have his report ready Monday. The application will be submitted then.

There is no response yet regarding a three or 5 year contract with the auditor. Chairman Hiland thought the auditor should be invited to a meeting to discuss it.

The crash bars and panic hardware will be installed on the town hall doors tomorrow.

Jennifer Reczek from NHDOT and oversees the federal land access program (FLAP) will come to the Selectmen’s meeting on June 28 at 4 p.m. if the Selectmen will move their meeting time. The Selectmen agreed the meeting time will be moved to 4 p.m. that day in order to accommodate her. She will contact Jeff Hayes from Lakes Region Planning as well as Tom Wagner of USFS to invite them as well. The Town Administrator has left a message with North Country Council Director Barbara Robinson to see if she could attend this meeting as well. Road Agent, Curtis Coleman will attend the meeting. Chairman Hiland asked that Curtis put together a plan of action for Passaconway Rd. to present at the meeting.

The newly adopted ordinances have been uploaded to the town’s website.

The Health Officer and Deputy Health Officer have inspected the property at Map 6 Lot 128. The cleanup is almost complete. The cleanup at Map 6 Lot 42 continues. Monitoring will continue. There has been no reply from Map 3 Lot 30 regarding their letter of violation.

The Assessor, Jason Call, has begun his annual work. He was around town today working in the field. Chairman Hiland would like to set up a meeting in the fall with a Department of Revenue (DRA) representative and Jason Call. He would like to have the 2018 contract in hand in November or December.

The letter to NHDOT regarding no parking signs on Route 112, was sent electronically. The response was, it will be taken care of. The hard copy will be mailed tomorrow. Chairman Hiland would like to know from Sheriff Richardi if it would be appropriate to fine people for crossing the Covered Bridge in anything other than a passenger car. An ordinance may need to be created in order to impose

such fines. Chairman Hiland would also like the definition of a passenger car and would it include a pickup truck. What would be the maximum gross vehicle weight?

Selectman Ferris noted the aluminum truss before the Covered Bridge should be removed.

The Town Administrator sent along a reminder note to Doug McVicar about meeting in Wonalancet.

The Steeple people were contacted via telephone and a message was left for an inspection.

Appointments: Rob Nadler and Cort Hansen (Conservation Commission):

Rob and Cort requested the Select Board accept the balance of a grant from the Upper Saco Valley Land Trust in the amount of \$6,024. Chairman Hiland made a motion to accept the balance of a grant from the Upper Saco Valley Land Trust in the amount of \$6,024 for future work and material needed for the Albany Town Forest and farmland, Selectperson Ryan seconded the motion and all were in favor.

Selectperson Ryan spoke with Fish & Game officer, Alex Lopashanski, who told her all of the Fish & Game building on the Kancamagus Highway are full right now. He is available for a tour on Friday morning at 8 a.m.

Selectman Ferris made a motion to approve the resolution for the Conservation Commission to accept gifts up to \$200, Selectperson Ryan seconded the motion and all were in favor. A report of receipts will be kept and submitted to the Selectmen for review. Please see attached resolution.

Old Business:

- Chief Solomon's recommendations – only door crash hardware left -
- Albany Selectmen business roundtable –
- Red listed bridges – waiting on NH DOT estimate
- Semi-annual billing –
- Fiscal year budgeting –
- Review Fish & Game contract – inspection of buildings scheduled for Friday at 8 a.m.
- Generator purchase/grant – 2018 Town Meeting Warrant Article
- Planning Board appointees –
- Discuss the establishment of a Heritage Commission –
- 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 -

- Meeting with Forest Service and North Country Council – scheduled for June 28 at 4 p.m. Chairman Hiland discussed how Albany receives payment in lieu of taxes from the federal government. He would like to know how the formulation works and what percentage is directed to the schools. He would like to look into requesting a contribution from the Forest Service for fire and rescue since the majority of calls are on their land.
- Meeting in Wonalancet – waiting to schedule
- Dedication of the Annual Town Report –
- TAN application –the auditors are submitting their financial report on Monday. Once received, the application can be submitted.
- Mountain Meadow Riders Snowmobile Club is looking for permission from the Town to utilize that part of Passaconaway Road
- Signs on Passaconaway Rd. –No outlet for trucking & campers – bridge height restriction signs
- No Parking Signs on the Kanc (NH DOT) & Moat View Dr. (Road Agent)

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
- NH DOT Drake Hill Road Bridge estimate status
- 1 Wheel Drive –cleanup in progress
- Route 16 Moulton property/camp ground – Certified letter sent - junk cars, trucks and campers clean-up-no response
- Bald Hill Road Munro-Health Officer and Deputy have inspected the property. Cleanup is in progress. Selectman Ferris suggested the rest of the property be re-inspected for debris.
- NH DRA – April 14 Contract review letter – Addendum to contract has been signed.
- Town computer vulnerabilities - Computer Port in to evaluate the security of our network and then come to a meeting to report on it.
- Cersosimo – driveway cut and signage
- Code Officer – Passaconaway Rd – three properties back from Johnson Dev. Road – roof & shed? – Permits?
- NHMA Budget Workshop – Attitash in Bartlett – Sept 26 (Tues) – Rick, Joe, Cathy?

Other Business (and Board reports):

Planning Board – Rick- the Planning Board worked on old projects. The secretary is catching up on old business and getting organized. She would to access the Planning Board page to update and post minutes.

The North Council held a class for Planning Board beginners. Planning Board alternate Morris West attended. Chairman Hiland would like to

see if the North Country Council would come to Albany to present the same class.

Conservation Commission – Cathy – nothing more to report

School Board – Joe – the Board signed off on \$95,000 in expenditures. Stanley Solomon proposed block scheduling for students. The Board was brought up to date on what the school is doing right now. It was very informative.

Correspondence: Town of Conway-Solid Waste Public Hearing

Public Comment: Steve Knox reported the North Country Council CEDS committee sent out a survey for the revision of the North Country Council's goals and objectives. Steve volunteered for the group and will follow up with the Select Board.

Next Meeting: June 21 5 PM

Adjournment:

At 6:20 p.m., Selectman Ferris made a motion to adjourn, Selectperson Ryan seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator