

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
February 14, 2018**

Call to Order: At 5:03 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: George Cleveland, Steve Knox, Rob Nadler, Dorothy Solomon, Patrick Lord, Eve Clotch, Jeff Flint and Katie Bailey

New Business:

- **Approval of the February 7 minutes and sealed minutes:** Selectman Ferris made a motion to approve the February 7 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor. Selectperson Ryan made a motion to approve the February 7 sealed minutes as submitted, Selectman Ferris seconded the motion. Chairman Hiland and Selectperson Ryan were in favor, Selectman Ferris abstained.
- **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 and payroll vouchers	\$23,842.17
Approved request for leave	
Signed letter of appreciation	Rob Nadler

- **Vote to sign budget & warrant out of session:** Selectman Ferris made a motion to sign the budget and warrant out of session, Selectperson Ryan seconded the motion and all were in favor.

- **Review & approve the Annual Selectmen's Report:** Selectman Ferris made a motion to approve the Annual Selectmen's Report as written, Selectperson Ryan seconded the motion and all were in favor.

Correspondence: Town of Conway-Potential Regional Impact

Old Business:

- Albany Selectmen business roundtable – no action taken.
- State Bridge Aid – no action taken.
- Semi-annual billing – no action taken.
- Fiscal year budgeting – no action taken.
- Expansion of CVFD boundaries to include Almost There Restaurant – no action taken.
- Quickbooks training – scheduled February 22
- Albany zip code – no action taken.
- Chapel paint and lead testing – no action taken.
- Passaconaway Rd. - no action taken.
- Security/Fire system upgrade – no action taken.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— no action taken.

Other Business (and Board reports):

Planning Board – Rick- the Planning Board discussed and finalized the CIP report and discussed goals for the upcoming year. They are looking into a lighting ordinance.

ESAA – Rick – nothing to report.

Conservation Commission – Cathy – nothing to report.

School Board – Joe – the school budget is down by \$17,000. The public hearing was held last night.

Other: Chairman Hiland said the Combined Board meeting was held last night with about 8 or 9 people in attendance. Stan Solomon (School Board) discussed the possibility of researching education options for Albany and to maybe include surrounding towns. Selectman Ferris added another topic was the business roundtable meeting. That will be continued and Chairman Hiland hopes to get better attendance. All in all it was a good discussion and lasted about 40 minutes.

Public Comment:

Dorothy Solomon asked about the process for write in votes.

Public Hearing – 2018 Warrant and Proposed Budget 5:30 p.m.

The Selectmen allowed the representatives from organizations who submitted petitioned warrant articles to speak first.

Eve Clotch spoke on behalf of Northern Human Services. The funding helps people who are uninsured or underinsured. Eight residents from Albany received services totaling 110.5 hours at a cost of \$16,000. They are asking for level funding of \$1,433. Eve explained the services Northern Human Services provides.

George Cleveland spoke on behalf of the Gibson Center. He explained their services and noted they serve 50,000 meals per year. This is just one of their services for the elderly. There is always something going on at the Gibson Center with many activities and classes. George closed with saying the Gibson Center's goal is to prevent isolation and loneliness of the elderly. They are asking for \$2,500.

Jeff Flint spoke on behalf of Valley Vision, Local Channel 3 that shows local high school sports, Selectmen and Planning Board meeting and they record Albany's Annual Town Meeting each year. They provide the signal as most small towns couldn't afford to do it on their own. This gives towns the ability to view the variety of programs available. They are asking for \$2,700.

Katie Bailey spoke on behalf of the Conway Humane Society. They take in stray animals and notably feral cats from Passaconaway Rd. where there is currently a community. The requested money of \$1,000 goes toward their care and rehoming.

The Board thanked the representatives for their time and they left the meeting.

Chairman continued reviewing and explaining each warrant article.

Chairman Hiland opened the municipal operating budget for review. Selectman Ferris felt the Town Clerk/Tax Collector's office did not need two people working it whereas one person has been manning the office for 10 years. Town Clerk, Kathy Golding replied the same jobs are being done. Nothing has changed. The Deputy takes care of the window for the most part and Kathy is responsible for all of the executive work. Steve Knox noted an average of 34 motor vehicle registrations are done each week only taking a few minutes each. He asked what other duties the Deputy takes care of. Kathy replied she files records and reconciles the daily work with the Treasurer. Steve requested the 2017 report of Town Clerk/Tax Collector revenue collection. Kathy will forward that report to Steve.

Selectman Ferris suggested cutting \$8,000 from the salaries. Chairman Hiland was not in favor of any changes this year. He would like to do more investigating before making a decision. Chairman Hiland noted the interest on TANS line item

was supposed to have been reduced to \$3,000. The Town Administrator will make that change. The bottom line of the operating budget will be changed to \$708,555.

Selectman Ferris would like to keep the security upgrade in the budget. Chairman Hiland would like to do more investigating based upon comments from Fire Chief Solomon. Selectperson Ryan agreed with Chairman Hiland. Chairman Hiland closed the public hearing at 8:00 p.m.

The following were the votes to recommend warrant articles 15-37.

Article 15: Chairman Hiland aye, Selectperson Ryan aye, Selectman Ferris nay.

Article 16: All in favor.

Article 17: All in favor.

Article 18: All in favor.

Article 19: Chairman Hiland aye, Selectperson Ryan aye, Selectman Ferris abstained.

Article 20: All in favor.

Article 21: All in favor.

Article 22: All in favor.

Article 23: All in favor.

Article 24: All in favor.

Article 25: Selectman Ferris aye, Chairman Hiland and Selectperson Ryan nay.

Article 26: All in favor.

Article 27: All in favor.

Article 28: All in favor.

Article 29: All in favor.

Article 30: All in favor.

Article 31: All in favor.

Article 32: Selectperson Ryan aye, Chairman Hiland and Selectman Ferris abstained.

Article 33: Selectperson Ryan aye, Selectman Ferris aye and Chairman Hiland abstained.

Article 34: All in favor.

Article 35: Selectperson Ryan aye, Selectman Ferris aye, Chairman Hiland abstained.

Article 36: All in favor.

Article 37: All in favor.

Rob Nadler was thanked by the Board for his service to Albany and all he has done for the Conservation Commission.

Rob told the Board they did a great job with the budget this year.

RH____
CR____
JF____

Adjournment:

At 8:23 p.m., Selectman Ferris made a motion to adjourn, Selectperson Ryan seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Golding
Town Administrator