



# Albany Selectmen’s Meeting

## Minutes

Albany, New Hampshire

October 17, 2018

**Call to Order:** At 5:04 p.m., Chairman Hiland called the Selectmen’s meeting to order.

**Pledge of Allegiance:**

**Attendance:**

Members present: Rick Hiland and Cathy Ryan. Joe Ferris-excused.  
 Town Administrator: Kathy Golding  
 Public: Dorothy Solomon

**New Business:**

- **Approval of the October 10 minutes:** The minutes were tabled until next week when Selectman Ferris will be present.
- **Approval of consent file:** *Chairman Hiland made a motion to approve the consent file as presented, Selectperson Ryan seconded the motion. The Board discussed classes offered by the liability insurance company. The motion was called to a vote and all were in favor (2-0-0).*

Signed payroll checks and vouchers	\$883.65
Approved accounts payable invoices	\$48,443.63
Reviewed & signed previously approved accounts payable & issued checks	\$8,288.72
Reviewed estimate from Conroy Contracting	Town hall building trim
Reviewed Primex FY 2020 program renewal	
Reviewed executed EMPG agreement	Generator installation
Reviewed & approved two building permits	Map 7 Lot 72 Map 9 Lot 145
Approved request for leave	

- **Discuss the preliminary tax rate:**

The Board discussed using \$25,000.00 of the Unreserved Fund Balance in order to reduce the tax rate under \$15.00 per assessed thousand. *Chairman Hiland made a motion to use \$25,000.00 of the Unreserved Fund Balance in order to reduce the tax rate to \$14.85 per assessed thousand. Selectperson Ryan seconded the motion. Selectperson Ryan questioned whether or not to take this vote without the third Selectman. Chairman Hiland said by taking this vote now would reduce the need for borrowing more money from the Tax Anticipation Note and paying more interest. Chairman Hiland called the motion to a vote and all were in favor (2-0-0).*

*Chairman Hiland made a motion to sign the tax warrant out of session, Selectperson Ryan seconded the motion and all were in favor (2-0-0).*

### **Town Administrator Report:**

The Health Officer reported he left a cease and desist notice at a residence in Piper Meadows. They have five days to clean up the trash and debris on their lot.

A complaint of a failed septic system was received. The Health Officer is contacting the state liaison for the proper steps to take in order to remedy the situation. This property is also being sold at auction on Friday.

The Federal Land Access Program (FLAP) application is complete and was submitted as of last Thursday. A follow up phone call was placed to ensure the application was received. It was confirmed that the application was received.

The Emergency Management Performance Grant has been approved. The generator has been installed but is not hooked up yet. White Mountain Oil & Propane has been contacted for the installation and hookup of propane.

The Town Administrator reviewed the list of classes being offered at the NH Municipal Association's Annual Conference. There aren't any classes of interest that warrant the expense, so Kathy will not be attending the conference this year.

Chuck Merrow will come in next week to continue his work on the QuickBooks reports.

The Town Administrator received a message from Eric, Cersosimo Lumber. He is unsure if he can attend the Selectmen's meeting next week. He met with Pete Howland, who he replaced and would like to give an update. Chairman Hiland suggested that Curtis Coleman, Road Agent attend the meeting if Eric can make it.

Susan Sullivan, One Wheel Drive, reported to the office that she and her husband are still looking for a home to purchase. Chairman Hiland would like a letter sent to the bank that owns the property to inform them of the zoning ordinance allowing

60 calendar days to occupy a camper. He feels the Town has been more than lenient because of their situation, but does not want to see them stay there for another winter.

Chairman Hiland reported he will be attending the North Country Council's TAP committee meeting on Monday.

Chairman Hiland would like to purchase Adobe Acrobat for the office.

### **APPOINTMENTS: NONE**

#### **Old Business:**

- Emergency Management/Operations Plan – November 20 and November 27 at 5 pm.
- Town Hall – building & parking lot maintenance – received quote from Conroy Contracting Chairman Hiland suggested getting a second quote for painting the trim around the town hall building.
- State Bridge Aid – application filed and received by NHDOT – waiting
- Generator purchase/grant – grant approved – generator installed. Needs to be wired.
- QuickBooks Pro transformation – in process
- Chapel Committee/Historical Society – Dorothy approached the Conway Library about taking the artifacts from the Historical Society. They do not have the room and suggested contacting Concord.
- Security/Fire system upgrade and evaluation – scope of work to be drafted – in process.
- Transportation Alternatives Program (TAP) – submitted - waiting
- Federal Land Access Program (FLAP) – submitted
- Business Roundtable meeting – TBD (October) –
- Records Retention Committee meeting– October 30 at 5 pm
- Road Standards update – in process
- Winter road maintenance policy – in process. Chairman Hiland contacted NHMA. They gave him information to be included in the policy.
- Cable TV contract (2021) – waiting for copy of contract -
- Cersosimo Lumber – Eric was to meet Pete Howland for discussion of Passaconaway Rd.
- Treasurer's office – no action taken.
- Claim Linx – a quote for insurance will be obtained.
- NH State Surplus – in process
- North Country Council – need volunteer to serve as Albany Commissioner
- NH Municipal Association Annual Conference – Chairman Hiland will attend on Wednesday's session.

#### **Other Old Business:** follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— Town Counsel has mailed another letter.
- Route 16 – 2219 NH Route 16 – fire cleanup update – the cleanup is continuing. Another letter will be sent to the bank notifying them of Albany’s Zoning Ordinance allowing only 60 calendar days to be spent in a camping trailer.
- Chairman Hiland suggested sending both Steve and Sara Knox to the Mount Washington Valley Economic Council’s annual meeting. Sara is Albany’s representative. The Board agreed to send them both.

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

**Planning Board – Rick-** nothing to report.

**ESAA – Rick** – a bylaw meeting was held on Monday. There were no amendments to the proposed bylaws. They were approved 12-2. On November 5, they will be adopted by the general members.

**Conservation Commission – Cathy** – Chairman Hiland reported on a meeting he attended with officials from Lincoln and the White Mountain National Forest regarding parking problems. He would like Selectperson Ryan to discuss the Town Forest parking issues with the Commission to see if they may join this group for suggestions. Another meeting will be scheduled for late January or early February.

**School Board – Joe** – Chairman Hiland reported the Albany School Options Committee met and had another productive meeting. A person from Eaton and one from Freedom also joined the meeting. There is increasing interest.

**Other:** Chairman Hiland reviewed the demographic reports sent by the Mount Washington Valley Regional Collaborative. He doesn’t know how they came about their numbers. The report noted Albany having 996 residents in 2007-2011 and 793 in 2012-2016. The 2010 census reported Albany had 735 residents. He feels these numbers are not accurate.

Chairman Hiland was asked by the NHMA to do an interview with the Administrative Assistant from Rollingsford. She is going for her Master’s Degree and needed to do multiple interviews. Chairman Hiland was interviewed today. The Administrative Assistant found it interesting how Albany gets along with the surrounding communities.

**Correspondence:** none

**Public Comment:** Dorothy had an accident while exiting the Conway Post Office. She noted it is a dangerous place to get onto Route 16. She wondered if there may be anything the Selectmen could do. The Board discussed different options that would make entering and exiting the post office safer.

**Next Meeting:    October 24 at 5 PM**

**Adjournment:** *At 6:11 p.m., Selectperson Ryan made a motion to adjourn, Chairman Hiland seconded the motion and all were in favor (2-0-0).*

Respectfully Submitted,

Kathleen Golding  
Town Administrator