



Albany Selectmen's Meeting Minutes

Albany, New Hampshire November 14, 2018

Call to Order: At 5:12 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: Steve Knox and Dorothy Solomon

New Business:

- **Approval of the November 7 minutes:** *Selectman Ferris made a motion to approve the November 7 minutes as submitted, Selectperson Ryan seconded the motion, with no discussion, errors or omissions, all were in favor (3-0-0).*
- **Approval of consent file:** *Selectman Ferris made a motion to approve the consent file as presented, Selectperson Ryan seconded the motion, with no discussion, errors or omissions, all were in favor (3-0-0).*

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| Signed payroll checks and vouchers | \$883.63 |
| Approved accounts payable invoices | \$6,395.36 |
| Reviewed & signed previously approved accounts payable & issued checks | \$5,659.45 |
| Reviewed second letter from Town Counsel to property owner | Map 3 Lot 30-junkyard violation |
| Reviewed budget | Transfer of funds and encumbering of funds to be discussed at a later date |
| Reviewed Schoolcare 2019-2020 rates | Health Insurance |
| Reviewed HealthTrust 2019 rates | Disability/dental insurance |
| Reviewed letter to NCIC | Owner of 2219 NH Route 16 |

- **Discuss postal rate increase:** Chairman Hiland reported the postal rate will increase by .05 per stamp on January 27, 2019. He suggested purchasing postage paid envelopes for 2019 prior to this date. Selectman Ferris suggested paying some bills online in order to save postage as well. Chairman Hiland asked Selectman Ferris to research this and what the security risk is to the town and report back.

Town Administrator Report:

White Mountain Oil & Propane has delivered the propane tank for the generator. They have also hooked the propane to the generator. They will return if requested by the generator company to resolve any issues that may arise. The generator company has been notified of this.

An e-mail was sent to Tom Quigley of ClaimLinX to clarify what the Selectmen would like to see from him. The Town Administrator included a paragraph from the Selectmen's minutes regarding their discussion. Chairman Hiland discussed administering the health insurance and deductibles through the town instead of paying a company to do it. He will check into the legality of it and establishing a fund to pay the deductibles.

Property taxes are coming in. To date, about \$200,000 has been collected. All invoices have been paid and the Tax Anticipation Note line of credit will be paid within one week. A school payment is due in a few weeks and that will be paid on time.

Appointments: Steve Knox (North Country Council Representative & Commissioner): 5:15 p.m.

Steve reported on behalf of the North Country Council Comprehensive Economic Development Strategy (CEDS) committee. They will be submitting their four year plan to the US Economic Development Administration. They have been doing a SWOT (strength, weakness, opportunity, threat) analysis on their plan and feel the most important topic/project would be to bring broadband to our part of the state. It can't be done on a town to town basis because it is too expensive. The project could become viable if it became regional. Chairman Hiland added that NH RSAs do not allow for a group of municipalities on a regional basis to bond such a Broadband project for infrastructure. Legislature needs to take action on this issue and it is on the NHMA Policy list for the next Legislative session.. Towns need to get together and learn from those who have already begun the process. Steve noted if broadband became a reality, Albany may keep or attract the professions that we want. Albany is already geared toward home businesses and occupations. Steve concluded by saying there are other projects that haven't been pieced together yet and he is hoping to see progress over the next three to four years. North Country Council

doesn't take the initiative themselves, but should. We have to bring the resources to the table. Chairman Hiland thanked Steve Knox on behalf of the Select Board and the Town for the nice job he has taken on and time spent as Albany's Representative to the CEDS Committee and as Albany's NCC Commissioner.

Old Business:

- Emergency Management/Operations Plan – November 20 and November 27 at 5 pm. Selectperson Ryan is trying to get the November 27 meeting date changed.
- Town Hall – building & parking lot maintenance – waiting for additional quotes
- State Bridge Aid – application filed and received by NHDOT – waiting
- Generator purchase/grant – grant approved – generator installed-propane tank installed and hooked up-waiting for final hookup by Field Electric and need to inform the person plowing snow to be aware of the generator and pile snow around it. Barriers to protect the generator will be looked into.
- QuickBooks Pro transformation – in process
- Chapel Committee/Historical Society – Dorothy Solomon reported the committee will not meet again until January.
- 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 - waiting
- Business Roundtable meeting – TBD
- Records Retention Committee meeting– TBD (January)
- Road Standards update – in process
- Winter road maintenance policy – in process.
- Cable TV contract (2021) – waiting for copy of contract.
- Cersosimo Lumber – a meeting will be set up with Eric.
- Treasurer's office – in process.
- Claim Linx – in process.
- NH State Surplus – in process.
- North Country Council – need volunteer to serve as Albany Commissioner
- NH Municipal Association Annual Conference – Chairman Hiland did not attend due to the storm and resulting personal schedule issues.
- 2018 Budget – the Selectmen received a printout copy of the most current 2018 Budget status/balances and will review the status of the budget and discuss any transfer and/or encumbering of funds at a future meeting.
Chairman Hiland thanked Town Administrator Kathy Golding and Deputy Treasurer Chuck Merrow for the progress being made on the QuickBooks Pro updates.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— Town Counsel has written a second letter to the property owners.
- Route 16 – 2219 NH Route 16 – fire cleanup update – a letter has been sent to the owner requesting final cleanup of the property.

Other Business (and Board reports):

Planning Board – Rick- met Monday. One lot merger has been approved and recorded. The Board is reviewing the driveway regulations, application and procedure for approval. They continue to review the Subdivision Regulations.

ESAA – Rick – on November 27 the full Board and general members will meet to approve and ratify the new bylaws.

Conservation Commission – Cathy – nothing to report. Next meeting is December 4 at 6:00 p.m.

School Board – Joe – the proposed 2019-2020 SAU 9 budget was reviewed at the SAU 9 board meeting. It has slightly increased. The Albany Board appointed Dan Bianchino to the Board. Chairman Hiland had asked Selectman Ferris to ensure the SAU 9 and Conway School Board are aware of a tool donation by the late Lee Grant of Albany. They were valued at thousands of dollars. Selectman Ferris did make the SAU 9 and Conway School Board aware of the donation.

Other: none

Correspondence: none

Public Comment: Dorothy reported she received a letter of the history of the Albany Chapel from Steve and Sara Knox. She will forward it to the Selectmen.

Next Meeting: Selectperson Ryan suggested cancelling next week's meeting as it is Thanksgiving Eve. ***Chairman Hiland made a motion to sign checks and approve one septic design out of session, Selectman Ferris seconded the motion and all were in favor (3-0-0).***

Adjournment: At 6:05 p.m., ***Selectperson Ryan made a motion to adjourn, Chairman Hiland seconded the motion and all were in favor (3-0-0).***

Respectfully Submitted,

Kathleen Golding

Town Administrator