



# Albany Selectmen’s Meeting Minutes

## Albany, New Hampshire November 28, 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: Dorothy Solomon

**New Business:**

- **Approval of the November 14 minutes:** *Selectman Ferris made a motion to approve the November 14 minutes as submitted, Selectperson Ryan seconded the motion and 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 and all were in favor (3-0-0).*

Signed payroll checks and vouchers	\$3,806.42
Approved accounts payable invoices	\$849.00
Reviewed & signed previously approved accounts payable & issued checks	\$4,955.86
Reviewed & approved one building permit	Map 7 Lot 24

- **Approval of 2019 dental, long term & short term disability rates:** *Selectperson Ryan made a motion to approve the 2019 dental, long term and short term disability insurance rates, Selectman Ferris seconded the motion and all were in favor (3-0-0).*

**Town Administrator Report:**

The Tax Anticipation Note line of credit has been repaid along with \$391.66 in interest. The School District will be paid next week.

Selectperson Ryan cannot make it to the meeting scheduled for December 26. The Board will tentatively not meet that week and will be left to the discretion of the Chairman of the Board.

Tom Quigley, Claim Linx, called. He feels the best way to save the Town money on health insurance is if the employee goes on her husband's insurance and the Town pays for the premiums, co-pays and out of pocket expenses. His fee to administer this will be \$200/month. There is potential to save up to \$14,000/year. He added that in order for the Town to administer the co-pays, etc. would require a legal document costing to Town up to \$15,000 in addition to adhering to the HIPAA laws. Chairman Hiland asked the Board for permission to contact Town Counsel, Matt Serge to see if the Town can legally fund the co-pays, etc. and how to do it. He would also like to direct Town Counsel to move forward on the Moulton junkyard case. The Board agreed to have Chairman Hiland contact Town Counsel and to move forward with the Moulton case.

An e-mail was sent to the Road Agent notifying him of a complaint received from a resident of Brookside Ave. who was late to work because the road had not been plowed yet.

A Quality Assurance Coordinator from JP Pest Services visited the office to ensure their service is as expected. The company is very professional and there have been no rodent sightings.

The newly installed generator ran for the first time during the snowstorm yesterday. Everything worked smoothly. Chairman Hiland reported he made the decision to close the town office yesterday because of the snowstorm.

The green card was returned from the certified mailing to the bank who owns 2219 NH Route 16 notifying them the current cleanup is not satisfactory.

A building permit application for a new home has been submitted. The snowstorm prevented the approval of the application but it is in the hands of the Code Enforcement Officer. ***Chairman Hiland made a motion to approve the building permit out of session once approved by the Code Enforcement Officer, Selectman Ferris seconded the motion and all were in favor (3-0-0).***

**APPOINTMENTS:** CVFD Chief Solomon:

5:30 p.m.

Chief Solomon informed the Board he is holding a commercial building permit application because he has a question on it and he is waiting for a response from the state.

He came before the Board to request the expansion of the emergency zone that covers Wonalancet and parts of the Kancamagus Highway. ***Chairman Hiland made a motion to approve the request and to sign the letter of approval, Selectman Ferris seconded the motion and all were in favor (3-0-0). Please see addendum letter attached to these minutes.***

The Board and Chief Solomon discussed funding of Fish and Game rescues in the White Mountain National Forest.

**Old Business:**

- Emergency Management/Operations Plan – December 18 at 5 pm.
- Town Hall – building & parking lot maintenance – waiting for additional quotes
- State Bridge Aid – application filed and received by NHDOT – waiting
- Generator purchase/grant – complete-the Board would like a presentation on how to operate and trouble shoot issues on the generator.
- QuickBooks Pro transformation – in process
- Chapel Committee/Historical Society – nothing to report.
- Security/Fire system upgrade and evaluation – Chairman Hiland spoke with Bob from Advanced Lock and Alarm. He will submit a quote.
- 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 – Chairman Hiland noted the Selectmen have the authority to govern what is placed in the right of way of town roads including water, sewer, telephone, electricity and wireless communication. There is nothing written to include internet access. The current contract does not include internet service. The Town should get them to pay for it. Every municipality is going through this. We should all band together to fight it.
- Cersosimo Lumber – a meeting will be set up for January to discuss the Passaconaway Rd. damage done by the logging trucks.
- Treasurer’s office – Computer Port will evaluate the need for updated equipment and it will be budgeted for 2019.
- Claim Linx – see Town Administrator’s report above.
- NH State Surplus – in process
- North Country Council – need volunteer to serve as Albany Commissioner
- 2018 Budget – transfer funds? Encumber funds?

- Postal rate increase – the current budget will not allow the purchase of stamped envelopes. The purchase is a normal office purchase and it may take place in January.

**Other Old Business:** follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— see above.
- Route 16 – 2219 NH Route 16 – fire cleanup update – see above.

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

**Planning Board – Rick-** next meeting December 10 at 7:00 p.m.

**ESAA – Rick** – the meeting planned for November 27 had been cancelled due to the snowstorm. It has been rescheduled for December 6 at 5:00 p.m.

**Conservation Commission – Cathy** – next meeting December 4 at 5:30 p.m.

**School Board – Joe** – the Conway school budget committee met on Monday. There is a large increase due to health insurance. The committee will look to resolve this increase rather than continue to absorb the annual increases.

The Albany School Board will meet again on December 6 at 5:30 p.m. to reappoint a new member to replace the vacancy left by Stan Solomon.

Jeanette West had not been sworn in, therefore, the prior appointment was nullified.

**Other:** None

**Correspondence:** Eastern Slope Airport Authority-special meeting and Director's meeting agenda and bylaws

**Public Comment:** None

**Next Meeting:** December 5 at 5 PM

**Adjournment:**

*At 6:00 p.m., Selectperson Ryan made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor (3-0-0).*

Respectfully Submitted,

Kathleen Golding  
Town Administrator

## ADDENDUM LETTER

To: Timothy Scott, Technology Manager  
Division of Emergency Services and Communications  
From: Albany Board of Selectmen  
Cc: Casey Gordon, E9-1-1 Field Representative  
Date: November 28, 2018  
Subject: ESN/ESZ #396 Expansion

Dear Timothy,

The Town of Albany requests that the Division of Emergency Services and Communications make the following changes:

Recommended expansion of ESZ 396 is to encompass the topographic ridgelines approved by Carroll County Sheriff Department Dispatching

ESZ /ESN #396

Police: SHERIFF CARROLL COUNTY

Number to transfer EMS calls to: (603)-539-9171

Fire: SHERIFF CARROLL COUNTY

Number to transfer fire calls to: (603)-539-9171

EMS: SHERIFF CARROLL COUNTY

Number to transfer EMS calls to: (603)-539-9171

For questions or concerns involving this change please contact Kathleen Golding, Albany Town Administrator.

This change will go into effect 12/11/2018.

Signed,

\_\_\_\_\_  
Richard Hiland, Chairman

\_\_\_\_\_  
Cathy Ryan, Selectperson

\_\_\_\_\_  
Joseph Ferris, Selectman