



Albany Selectmen's Meeting Minutes

Albany, New Hampshire April 17, 2019

Call to Order: At 5:05 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 and Buzz Coleman

New Business:

- **Approval of the April 10 minutes:** *Selectperson Ryan made a motion to approve the minutes as submitted, Selectman Ferris seconded the motion and all were in favor (3-0-0).*
- **Approval of the 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	\$850.95
Approved accounts payable invoices	\$7,625.34
Reviewed & signed previously approved accounts payable & issued checks	\$49,776.19
Reviewed & approved one timber warrant and certification	Map 6-6A Lot 111, 109 & 104
Reviewed & approved one timber intent	Map 7 Lot 65
Approved Avitar Tax Map Conversion Agreement	
Approved Quarterly payroll tax report	
Approved Quarterly Employment	

report	
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- **Reviewed & approved HEB agreement for Street Standards Update:** *Selectman Ferris made a motion to approve the HEB agreement to update the Albany Street Standards, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*

Town Administrators Report:

The Primex Workers' Compensation payroll audit has been completed and uploaded to their portal.

The new computers were installed in the Selectmen's office and the Town Clerk's office. The old Town Clerk's computer was moved to the back office for the Treasurer. In order to share the assessing and tax data, the network cannot be split up between the offices. All new security hardware and software has been installed.

The Carroll County Commissioners and Administrator will attend the Selectmen's meeting on April 24 at 5:15 p.m.

The Town Administrator e-mailed Lewis Grimm and Jennifer Reczek to report that Chairman Hiland and Selectman Ferris had completed the LPA training in order to receive FLAP funding.

The Town Administrator spoke with C.R. Willeke of NHDOT regarding the Bridge Aid application. Currently there are approximately 100 bridge projects in the pipeline. NHDOT is in the process of updating the estimates of the projects. In 2019 and 2020, they plan to approve 20 projects. In 2021, as they run out of money, they plan to approve 8 projects per year. The projects will be ranked, and they are working on a ranking system based on red listed bridges and their conditions. Albany is in a little better position as the application and supporting documents were submitted before the program's future was in jeopardy. C.R. thought the funding may become available by 2027 but could not commit to that timeframe.

The auditors will be at the Town Hall tomorrow and requested a Selectman be present to answer a few procedural questions. Selectperson Ryan volunteered to meet with the auditors.

APPOINTMENTS: Buzz Coleman asked the Selectmen about the letter he received regarding the sale of items on a piece of property he owns on Route 16. Chairman Hiland told Buzz the Planning Board requested that the Selectmen make contact because a site plan review had not been approved for that property. Buzz explained the long history of the property noting it has always been used

commercially and there had been various items and products sold from this property. Chairman Hiland will work with Buzz to clear up this situation.

Old Business:

- **QuickBooks Pro transformation** – The Town Administrator is working weekly with Chuck Merrow.
- **Treasurer’s Office** – the computer has been installed and wired to the internet. QuickBooks has been installed and networked to the Selectmen’s computer.
- **NH State Surplus** – in process
- **Town Clerk Office** – separate network-the network cannot be separated in order to share assessing and tax data.
- **Town Hall – building & parking lot maintenance** – waiting for additional quotes – schedule sealing of parking lot after all of the snow has melted and the parking lot has been swept.
- **NH State Bridge Aid** – See Town Administrator’s report above.
- **Chapel Committee/Historical Society** – the next meeting is to be held on May 6 at 6:00 p.m.
- **Security/Fire system upgrade** – waiting for additional quote
- **Federal Land Access Program (FLAP)** – submitted – waiting
- **Business Roundtable meeting** – TBD
- **Road Standards update** – the Board signed an agreement with HEB engineers to begin the update work.
- **Cable TV contract (2021)** – Spectrum does not do one-year contracts but may extend the current contract that is due to expire in 2020 for an additional year.
- **North Country Council** – need volunteer to serve as Albany Commissioner
- **Broadband Initiative meeting** – Chairman Hiland and Steve Knox met with the Sandwich Board of Selectmen. They are interested in participating.
- **NCIC – 2219 NH Route 16** – April 15 cleanup extended to April 30 – the camper has been removed from the property.
- **Meeting with State Representatives and Senator** – TBD (May)
- **Meeting with County Commissioners** – April 24 @ 5:15 p.m.
- **Meeting with Governor’s Executive Councilor** – May 1 @ 5:15 p.m.
- **Water Companies** – *Chairman Hiland made a motion to cancel Crystal Rock water service and approved the purchase of a water cooler, Selectman Ferris seconded the motion and all were in favor (3-0-0).*
- **Enforcement policy (Boards/Commissions/Committees)**: no action taken.
- **Policy for petitioned warrant articles**: no action taken.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – in process

Other Business (and Board reports):

Planning Board – Rick- next meeting is May 13 at 7:00 p.m.

NHMA – Rick – nothing to report.

Conservation Commission – Cathy – next meeting is May 7 at 6:00 p.m.

School Board – Joe – next meeting is April 23 at 5:30 p.m. but may be pushed back to 6:00 p.m. in order to accommodate one board member.

Other: none

Correspondence: Jim Innes sent an e-mail noting the High St. shooting pit is scheduled to be closed.

Public Comment: none

Next Meeting: April 24 at 5:00 p.m.

Adjournment:

At 5:56 p.m., Chairman Hiland made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor (3-0-0).

Respectfully Submitted,

Kathleen Golding
Town Administrator