



Albany Selectmen's Meeting Minutes

Albany, New Hampshire
September 11, 2019

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, Cathy Ryan and Joe Ferris
Town Administrator: Kathy Golding
Public: Dorothy Solomon and Tim Sorgi

New Business:

- **Approval of September 4 minutes:** *Selectman Ferris made a motion to approve the minutes as submitted, Selectperson Ryan 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	\$854.54
Reviewed & signed checks	\$3,531.46
Reviewed & approved accounts payable	\$2,890.02
Approved request for leave	
Reviewed final Emergency Operations Plan	

Town Administrators Report:

Kathy Golding received her certificate of recognition for 15 years of service from the NH City and Town Clerk's Association. The Board of Selectmen congratulated Kathy.

The manifest policy is still being worked on and may take an additional week. The Selectmen will begin their amendment procedure for their Rules of Procedure at their meeting on September 25.

Ray Desmaris will try to submit a quote to repair the siding on the town offices building. He is very busy.

Road Agent, Curtis Coleman, reported he will begin some culvert work and road maintenance on gravel roads throughout town. He will also begin some paving work utilizing the \$50,000 appropriated in the special warrant article approved at town meeting.

The certified mailing green card sent to Sabrina Moulton, has been returned. According to the letter sent, 15 days from the date she received the letter will be September 25, at which time she should submit her written plan of property cleanup.

The small claims process is now done online and will begin soon for the collection of delinquent property taxes.

APPOINTMENTS: NONE

Old Business:

- **Building Permit Administrator Job Description-** in process – public hearing to increase building permit fees in October
- **NH State Surplus** – in process
- **Town Hall – building maintenance** – repair vinyl siding - in process
- **NH State Bridge Aid** – in process
- **Chapel Committee/Historical Society** – nothing to report
- **Security/Fire system upgrade** – in process
- **Federal Land Access Program (FLAP)** – in process
- **Business Roundtable meeting** – TBD
- **Road Standards update** – HEB Engineering - September 25 – Chairman Hiland has invited the Planning Board to attend for their input.
- **Cable TV contract (2021)** – in process – Chairman Hiland sent an e-mail to the Charter representative to set up a meeting.
- **Policy for non-profit petitioned warrant articles:** discuss October 2
- **Route 16 Moulton property** – in process – letter sent – see Town Administrator’s report above.
- **110 Golden Oaks Rd.** -waiting for ownership documentation
- **Treasurer’s duties** – in process
- **Vendor/Vending cart ordinance** – discuss October 9
- **Zoning Ordinance & Sign ordinance recommendations** – request sent to Planning Board
- **Tax Deed & Property Auctions** – in process
- **Small Claims Court** – in process

Other Business (and Board reports):

Planning Board – Rick- discussed the removal of the sign permit application fee. Discussed building permits and what requires a permit. This will be discussed further.

NHMA – Rick – nothing to report

Carroll County Broadband – Rick – next meeting is at the Wakefield Town Hall on Wednesday, September 18.

Conservation Commission – Cathy – nothing to report

School Board – Joe – met last night. Discussed events ongoing at the high school. SAU 9 executive Board meeting and a SAU 9 joint board meeting tomorrow.

Other: Selectman Ferris asked to move the Selectmen’s meeting time to 5:30 temporarily.

Correspondence: None

Public Comment: Tim Sorgi informed the Board of ongoing parking and traffic issues on Moat View Drive.

Next Meeting: September 18 at 4:00 P.M. in Wonalancet

Adjournment: At 6:05 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