



Albany Selectmen's Meeting Minutes

Albany, New Hampshire
 September 4, 2019

Call to Order: At 5:20 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 August 28 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	\$854.55
Reviewed & sign checks	\$0.00
Reviewed & approve accounts payable	\$225,942.37
Approved request for leave	

- **Review & approve Treasurer's Delegation of Deposit & Treasurer Assistance Authority:** *Chairman Hiland made a motion to approve the Treasurer's Delegation of Deposit & Treasurer Assistance Authority, Selectperson Ryan seconded the motion.* Selectman Ferris suggested a Deputy Treasurer should be appointed to assist with the Treasurer's duties. Chairman Hiland noted that option would be at the discretion of the Treasurer. Selectperson Ryan is pleased with the progress being made. The motion was called to a vote. *Chairman Hiland and Selectperson Ryan were in favor, Selectman Ferris abstained (2-0-1).*

Town Administrators Report:

The new Department of Revenue gravel appraiser visited the office to introduce himself. He replaces Mary Pinkham Langer who recently retired.

The Town Administrator is working on the MS-4 (Estimated Revenue Report).

The Assessor is almost finished entering data for the work he has performed this year.

The new Treasurer, Chuck Merrow, continues to work on a manifest policy and procedure. He hopes to have the process complete by the end of September which would allow the Selectmen to amend their Rules of Procedure in a timely manner.

Steve Parker, Piper Meadows manager notified the office that it is possible to take ownership of the dilapidated manufactured housing at 110 Golden Oaks Rd. as abandoned property. The Selectmen would like Steve to go through that process before they abate the property taxes. Chairman Hiland stated there could be no recourse from the family of the former official owner. Steve won't start dismantling the mobile home until spring.

APPOINTMENTS: NONE

Old Business:

- **Building Permit Administrator Job Description**- the Board discussed building permit fees and a public hearing to be held in order to increase those fees and the Building Permit Administrator's compensation to be included in the job description.
- **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** – tabled.
- **Federal Land Access Program (FLAP)** – in process
- **Business Roundtable meeting** – TBD
- **Road Standards update** – HEB Engineering - September 25 – the Planning Board will be invited to the meeting for their input. The Standards can be voted on in October.
- **Cable TV contract (2021)** – in process.
- **Policy for non-profit petitioned warrant articles**: to be discussed at October 2 meeting.
- **Route 16 Moulton property** – in process – certified letter sent.
- **110 Golden Oaks Rd.** -see Town Administrator's report above.
- **Treasurer's duties** – see Town Administrator's report above.

- **Vendor/Vending cart ordinance** – to be discussed at October 9 meeting.
- **Zoning Ordinance & Sign ordinance recommendations** – the Selectmen request the Planning Board to amend the zoning ordinances and sign ordinance to remove the sign permit fees and to define what type of construction requires a building permit.
- **Tax Deed & Property Auctions** – in process
- **Small Claims Court** – in process

Other Business (and Board reports):

Planning Board – Rick- meeting September 9 at 7:00 p.m.

NHMA – Rick – meeting September 13

Carroll County Broadband – Rick – meeting to be held on September 6 with North Country Council, Jac Cuddy and Carol Munroe. The grant that was applied for may be approved in September sometime for the feasibility study.

Conservation Commission – Cathy – the Commission is working on a groundwater ordinance and water resource list. Commissioner Kevin Tilton is working on marking the Albany Forest boundaries. He will work with the Upper Saco Valley Land Trust to do a bit each year. Chairman Hiland told Selectperson Ryan the farmers were unsure of their required duties as part of the management agreement.

School Board – Joe – there will be a SAU 9 joint board meeting September 15 at 5:30 p.m. and a nonpublic executive board meeting the same day at 5:00 p.m.

Other: Chairman Hiland noted public hearings will be held on the NH DOT 10-year plan at the Conway Town Hall on September 17 at 1:00 p.m.

Correspondence: NHDOT 10-Year Plan public hearings
NHDOT approved permission for reach the beach relay

Public Comment: None

Next Meeting: September 11 at 5:00 P.M.

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

RH____
CR____
JF____