

# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
July 1, 2020 at 5:30 P.M.



1. **Call to Order:** Chairman Hiland called the meeting to order at 5:32 p.m.

The meeting may be live streamed at [www.TownHallStreams.com](http://www.TownHallStreams.com) and you may participate by calling 1-480-660-5317. Conference Code: 540682

2. **Pledge of Allegiance:** Chairman Hiland led the meeting in the pledge.

3. **Attendance:** **In Person:** Chairman R. Hiland, Selectperson C. Ryan, Town Administrator K. Collins and Town Moderator E. Alkalay **By Phone:** Dorothy Solomon/Public and Chair of the Chapel Committee  
**Excused Absence:** Selectman J. Ferris

## **Chairman Hiland took Appointment(s) out of order**

Moderator Ed Alkalay wants to be prepared for the elections coming up in September and November

The State has allowed absentee balloting for both of these elections. He would like to put up a message on the sign out front and on our website. The moderator will write the message. He is wondering if we can put the link from the Secretary of State's Office "application for absentee ballot" on our website as well.

The Moderator will email the BOS as well as the Town Administrator.

Moderator asked Dorothy if she could put something in the Town Column in the paper. She said she would

Second thing is in person voting at town hall. If we do it in person we should do it as safely as possible. D. Solomon notes that all Towns will be receiving shields from the State. There will be (3) for Supervisors of the Checklist (3) for ballot clerks and (1) for the moderator. D. Solomon has a photo of the shields they will be sending, and she feels they are large enough.

Hand sanitizer – the town has (6) gallons of hand sanitizer. We have N95 masks and surgical masks and plenty of gloves and some face shields.

Moderator mentioned drive thru voting. He checked with Coleman and they have federal regulations that would prohibit that on their property. We could use the town hall but the moderator does not feel there is enough room here. Other towns did the drive through successfully. Check with insurance company and see what

our coverage would be if we used a space like the White Mountain Waldorf School property. Logistically we may need lighting.

The last thing is as a town we should encourage people to do absentee voting. The Moderator asked D. Solomon if she will be happy to vote in person. She would prefer to vote by mail.

The Moderator would like to set up a meeting in the next couple of weeks, or so, with the Town Clerk, Selectmen, Moderator, Supervisors and Ballot Clerks to run through the process.

The last election we used the little golf pencils, probably need a couple more boxes of them.

#### **4. New Business:**

##### **A. Approval of June 24, 2020 minutes, including (2) sets on Non Public minutes**

Selectperson Ryan made a motion to accept the minutes of the public and non public meetings of June 24, 2020, as presented. Chairman R. Hiland seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; **Motion passed 2-0-0.**

##### **B. Approval of July 1, 2020 consent file**

\_\_\_Review & Sign manifest in the amount of \$ **46,924.09**

Selectperson Ryan made a motion to accept the July 1, 2020 consent file as presented. Chairman Hiland seconded. Discussion: The larger items in the accounts payable manifest were \$30K for Pike and \$10K for Perm-A-Pave for paving of Pine Knoll Road. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye. **Motion passed 2-0-0.**

##### **C. Review, discuss, approve/deny appeal request for camping ticket(s)**

The Board reviewed the request for appeal from a couple who received tickets from the Sheriff's Department for "camping in prohibited area".

Chairman Hiland made a motion to deny the appeal and send the tickets to the Sheriff's Department for collection. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye. **Motion passed 2-0-0.**

#### **5. Town Administrators Report:**

**A. The Town has received a number of requests for documents from the Department of Revenue Administration, including minutes of the 2020 Town Meeting signed by the Town Clerk, MS-123 report of officers elected, MS 535 (2019 audit) – pending. These items are required to get on the list to get a tax rate in the Fall.**

The Town Administrator noted that she has received a couple of emails and a phone call from our Municipal Services Representative, Michelle



Clark, for this information, some of which is due 20 days after Town Meeting. Chairman Hiland would like TA to send a memo to the Town Clerk from the Board asking her to complete these as soon as possible. Selectperson Ryan is also in favor of that.

**B. Status update. The ticket for illegal camping issued by the Sheriff's Department that the BOS voted unanimously to extend to close of business on June 30<sup>th</sup> has not been paid. TA will forward to the Sheriff's Department for a Court date.**

The Board has previously denied an appeal to this ticket but did give additional time through June 30<sup>th</sup> for payment. The TA notes that we have not received the payment and she will also be sending this ticket to the Sheriff's Department for a Court date.

**6. APPOINTMENTS: See above**

**7. Old Business:**

**A. Appointments to Town Boards & Commissions: Planning Board, ZBA, Conservation Commission**

**B. Town Fees & Fines Review & Update: Sign, Building Permits, etc.**

Chairman Hiland has spoken to Peter Carboni and they will be meeting next week to go through the notes they have on this.

**C. Select Board meetings: – decide on when to go to 2 meetings per month**

**D. NH State Surplus – in process**

**E. NH State Bridge Aid – Drake Hill Rd bridge - in process**

**F. Chapel Committee/Historical Society – D. Solomon, there is nothing on the Chapel yet. P. DesMarais is back in the State.**

**G. Federal Land Access Program (FLAP) – in process – waiting on MOA**

*See email provided by Chairman Hiland – They are checking the status*

**H. Business Roundtable meeting – TBD**

**I. Cable TV contract (2021) – in process**

**J. Route 16 Moulton property – in process**

**K. 110 Golden Oaks Rd -waiting for ownership documentation**

**L. Vendor/Vending cart ordinance – in process**

**M. Library cards: Vouchers design**

**N. Process for making town hall campus 'no smoking' (added at 6/10 meeting) TA has obtained a policy from another town.**

**O. Review and discuss 2020 deed list (for 2017 unpaid taxes)**

We are waiting for payment plan information from the Town Clerk – The Selectmen would like a reminder email for this as well.

**P. Review and discuss email from Philip Walsh re: no parking signs on Ferncroft Road in Wonalancet**

We can put up the “no parking” signs that we use in other places in town but only on the Albany portion of Ferncroft. They will have to be enforced per our policy. Chairman Hiland think there should be an email to Phillip Walsh and Doug and provide them with our parking policy and the wording on our signs. This is a dirt road so we cannot use pavement as the edge. Chairman Hiland would like TA to check with Deputy Rowe about enforcement before sending an email.

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

- A. Planning Board** – no meeting yet
- B. NHMA – Selectman Hiland** – Policy committees are complete. There will be a policy conference sometime in September or October.
- C. Carroll County Broadband – Selectman Hiland** – The survey is available to complete. The survey will be available until the end of July. Chairman Hiland has a meeting with the County Delegation tomorrow at 11:00 a.m. Chairman Hiland has spoken to Steve Knox and brought him up to date on the survey progress.
- D. Conservation Commission – Selectperson Ryan** – Meeting is next week on 7/7. C. Ryan is still working on the farm process. The farmer that extended property has planted.
- E. Other:** none

**9. Correspondence:**

- A.** Review and discuss notice from Charter Communications (Spectrum)  
The Board reviewed the notices from Charter.  
The Board reviewed the notices from Charter
- B.** Review and discuss notice from Holderness ZBA re: cell phone tower/Regional Impact Public Hearing – The Board reviewed the notice

**10. Public Comment:** none

**11. Next Meeting:** July 8, 2020 at 5:30 PM at Albany Town Hall

**12. Non-Public Sessions:** as necessary - none

**13. Adjournment:** Selectperson Ryan made a motion to adjourn the meeting at 6:28 p.m. Chairman Hiland seconded. Roll Call Vote: Chairman Hiland – aye; Selectperson Ryan – aye. Motion passed: 2-0-0

Respectfully Submitted by:  
Kelley A. Collins  
Town Administrator