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Albany Selectmen's Meeting Minutes

Albany, New Hampshire
February 17, 2021 at 4:00 P.M.

1. **Call to Order:** Chairman R. Hiland called the meeting to order at 4:03 p.m.

Note: This meeting may be streamed at www.TownHallStreams.com and to participate you may call 1-480-660-5317. Use conference code 540682

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

3. **Attendance:** In Person: Chairman R. Hiland, Town Administrator K. Collins; By Phone: Selectman J. Ferris (alone), Selectman G. Zeiders (alone).

4. **New Business:**

- A. **Approval of February 10, 2021 Selectmen's Meeting minutes**

Selectman Ferris made the motion to approve the February 10, 2021 Selectmen's Meeting minutes, as presented. Selectman G. Zeiders seconded.

Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed: 3-0-0.**

- B. **Approval of February 17, 2021 consent file**

__Review & Sign manifest in the amount of \$ 1,093.35, this includes items from 2/17/2021

Selectman Zeiders made the motion to accept the February 17, 2021 consent file, as presented. Selectman Ferris seconded.

Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed: 3-0-0.**

- C. **Review and discuss engagement letter with Roberts & Greene, PLLC for 2020 audit.** This engagement letter was sent to Primex for review and they have noted “no concerns”. The Board will execute the engagement letter.

Chairman Hiland made a motion to approve the engagement letter for the 2020 audit. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed: 3-0-0.**

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D. Review, discuss, approve/deny application for Veteran's Tax Credit for M4, L2

The Board reviewed and discussed the Veteran's Tax Credit for M4, L2. They have denied the request based on RSA 72:28 V dates of service. The Town Administrator will notify the applicant.

E. Review and discuss letter of request for support from Hart's Location regarding Saco & Swift Rivers Corridor Management Planning (see draft letter of support – attached)

The Board reviewed the letter from Hart's Location. Chairman Hiland noted that we do not have any money budgeted to assist with the \$500 payment of interest. If we remove the commitment for the \$500 the Board will sign the letter.

5. Town Administrators Report:

A. Review and discuss request for information on Town's ice barrier requirements and Table 301.2

Chairman Hiland will check with Peter Carboni to see what our requirements are and then we can do a document on municipal letterhead clearly stating whether we require an ice barrier or not.

B. The Town Administrator has had a request for a tax payer who currently has a payment plan for back taxes to attend the next selectmen's meeting. The Board needs to set a date for a Non Public Session under RSA 91-A:3, II (c). The Board will meet with said resident in NP Session on March 3, 2021 at approximately 5:00 p.m. The TA will notify the resident and give them the code to call in on.

C. Set dates for March 2021 selectmen's meetings. TA recommended 3//10 and 3/24/2021. The Board will meet on 3/3/2021 and 3/17/2021.

6. APPOINTMENTS: none

7. Old Business:

A. Chapel Committee/Historical Society – legal opinion has been sent to Chapel Committee Chair for review. Written quote for repairs to the Chapel steeple have been sent to the Committee Chair. DB Roofing will be submitting a written proposal for steeple work

B. Federal Land Access Program (FLAP) – Results of drilling were completed and report is being generated

C. Cable TV contract (2021) – Selectman Ferris has asked Chairman Hiland to review the legal opinion and make suggestions to the Board for a counter offer.

D. Library cards: Review & discuss letter of 2/9/2021 from Conway Public Library Trustees regarding on-going negotiations on MOU. Chairman Hiland noted that they will not provide us with any discount and they do not want to honor the town's request for vouchers for renewals.

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Chairman Hiland made a motion to send the Library Trustees a letter stating that we are not interested in their original MOU. Selectman Ferris seconded.

Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed: 3-0-0.**

The Board will sign the letter.

E. Parks & Recreation Services:

F. Review, discuss, and approve contract for services for the Humane Society, for 2021 – this contract has been sent to Primex for review.

Primex has suggested revisions/changes. Primex is recommending an indemnification clause. The Board agrees. TA will send a letter to the Humane Society.

G. Review, discuss and approve maintenance agreement for

copier/printer in selectmen's office, for 2021 – this agreement has been sent to Primex for review. Primex has suggested revisions/changes.

Primex recommends getting insurance outline included. TA will send a letter to POMC

Chairman Hiland made a motion to approve the maintenance agreement pending them sending us a certificate of insurance. Selectman Ferris seconded.

Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed: 3-0-0.**

8. Other Business (and Board reports):

A. Planning Board – Selectman Ferris – Habitat for Humanity wants to put a subdivision in on M3, L37 unfortunately they have three different proposals. Habitat for Humanity are not the legal owners of the property – it is being auctioned on February 26th, The Planning Board is doing some research on driveway cuts. They were looking at 2 – 3 houses on each driveway with two driveway cuts or a loop road with 6 or 7 houses.

B. NHMA – Chairman Hiland – There is a BOD meeting this Friday. They are in the process of advocating for municipalities in Concord.

C. Carroll County Broadband – Chairman Hiland – Still waiting for RFI requests to come back from Charter. Charter is still providing the same old hand written maps.

D. Other: none

9. Correspondence:

A. Letter re: Town's Website Link Policy

Chairman Hiland noted that at the moment we don't have a formal policy and we do not have a dedicated person updating the website and he would prefer not to put anything on the town website right now other than town business. Selectman Zeiders does not think we should be endorsing any specific businesses.

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10. Public Comment: none

11. Next Meeting: March 3, 2020 at 4:00 PM at Albany Town Hall

12. Non-Public Sessions:

#1 Non Public Session under RSA 91-A:3, II (c) a matter which if discussed publicly may adversely affect the reputation of someone other than a member of the agency or board.

Chairman Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 4:44 p.m. Selectman Zeiders seconded. Roll Call Vote:

Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye.

Motion passed: 3-0-0.

Chairman Hiland made a motion to leave non public session and seal the minutes at 4:55 p.m. Selectman Zeiders seconded. Roll Call Vote:

Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye.

Motion passed: 3-0-0.

#2 Non Public Session under RSA 91-A:3, II (c) a matter which if discussed publicly may adversely affect the reputation of someone other than a member of the agency or board.

Chairman Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 4:55 p.m. Selectman Zeiders seconded. Roll Call Vote:

Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye.

Motion passed: 3-0-0.

Chairman Hiland made a motion to leave non public session and seal the minutes at 5:05 p.m. Selectman Zeiders seconded. Roll Call Vote:

Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye.

Motion passed: 3-0-0.

Chairman Hiland made a motion to seal the NP sessions #1 and #2.

Selectman Ferris seconded. Roll Call Vote: Chairman Hiland – aye;

Selectman Ferris – aye; Selectman Zeiders – aye. Motion passed: 3-0-0.

Adjournment: *Chairman Hiland made a motion to adjourn at 5:08 p.m*

Selectman Ferris seconded. Roll Call Vote: Chairman Hiland – aye;

Selectman Ferris – aye; Selectman Zeiders – aye. Motion passed: 3-0-0.

Submitted by:

Kelley A. Collins

Town Administrator