



Albany Selectmen's Meeting Minutes

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

- 1. Call to Order:** Chairman Hiland called the meeting to order at 4:00 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 Hiland led the meeting in The Pledge
- 3. Attendance: In Person:** Chairman R. Hiland, Selectperson K. Golding, and Town Administrator (TA) K. Collins. **By Phone:** Selectman Ferris and Chapel Committee Chair, D. Solomon and her husband.

- 4. New Business:**

- A. Approval of March 3, 2021 Selectmen's Meeting minutes**

Selectman Ferris made a motion to accept the minutes of the March 3, 2021 meeting, as presented. Chairman Hiland seconded. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye, Selectperson Golding – abstained. **Motion passed: 2-0-1.**

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

__Review & Sign manifest in the amount of \$ 21,077.76, this includes items from 3/10/2021

__Review & Sign manifest in the amount of \$ 15,754.16, this includes items from 3/17/2021

Selectman Ferris made a motion to approve the consent file, as presented.

Selectperson Golding seconded. Roll Call Vote: Chairman Hiland – aye;

Selectman Ferris – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

- C. Review Treasurer's Quarterly Control Reports for 4th Qtr 2020**

The Board reviewed the quarterly control reports from the Treasurer.

- D. Review, discuss and make appointment for:**

Welfare Administrator – Kelley Collins

Selectperson Golding made a motion to appoint Kelley Collins as Welfare Administrator, Selectman Ferris seconded. Roll Call Vote: Chairman

Hiland – aye; Selectman Ferris – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

Planning Board Member – Sean Wadsworth & Curtis Coleman

The Board reviewed the appointment forms. *Selectperson Golding made a motion to appoint Sean Wadsworth and Curtis Coleman as members of the Planning Board for a 3 year term, each. Selectman Ferris seconded.*

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

E. Review and discuss organizing the Selectboard (i.e. Chair) and any appointments (i.e. Planning Board, Schoolboard (not necessary - elected, etc.)

The Board discussed who would be Chair and Vice Chair and who would serve as the delegate to the Planning Board, School Board, etc.

Selectman Ferris nominated R. Hiland, he declined. Selectperson Golding stated she will take it. Chairman Hiland made a motion to appoint J. Ferris as Chair for this year. Selectperson Golding seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye, Selectperson Golding – aye. **Motion passed: 3-0-0. (Chairman Ferris requested that Selectman Hiland continue to chair this meeting).**

Selectman Hiland made a motion to appoint Selectperson K. Golding as Vice Chair. Chairman Ferris seconded. Roll Call Vote: Chairman Ferris – aye; Selectman Hiland – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

Selectman Hiland made a motion to appoint Selectperson Golding as representative to the Planning Board, Chairman Ferris seconded. Roll Call Vote: Chairman Ferris – aye; Selectman Hiland – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

Selectperson Golding asked if the Board would be willing to change the meeting times? She works until 5:00 p.m. Selectman Ferris and Chairperson Hiland don't have a strong opinion either way.

No decision, this item will be added to the agenda for the next meeting.

5. Town Administrators Report:

- A. Town Administrator requested permission to replace the American and State flag that were recently taken down due to their poor condition. She can purchase both for a little over \$100. The Board supported the purchase.
- B. The Town Administrator reviewed her concerns regarding cyber security. She attended a seminar provided by our insurance carrier, Primex, recently and we have received a 13 page questionnaire thru Primes that is being required by the company they use to insure the town against cyber attacks. The TA suggested that it might be time to hire more robust IT

services to manage the network and security issues. The Board agreed that she should look around and start getting some quotes for IT services that would include reviewing and updating our cyber security.

6. APPOINTMENTS: none

7. Old Business:

- A. **Chapel Committee/Historical Society** – Received a second written proposal on steeple work – emailed to Chair on 2/23/2021. The Board is still waiting for a third written proposal for the steeple work. They are meeting on the 25nd of March and by then they should have (3) written quotes for the steeple work. On March 22nd a third company is coming to give a quote on the steeple work needed.
- B. **Federal Land Access Program (FLAP)** – Results of drilling were completed and report is being generated.
- C. **Cable TV contract (2021)** – Chairman Hiland reviewed the legal opinion and TA sent out the email with suggestions for a counter offer. The Board reviewed the documents provided by Selectman Hiland. Selectperson Golding reviewed the changes that Selectman Hiland has made and she is ok with that. Chairman Hiland noted that we can get up to 5% franchise fees and we are currently getting 3%. Selectman Golding noted that when it went from Time Warner to Spectrum we lost a significant amount of revenue. The franchise fee is passed directly along to the customers. The big changes are term and liability to protect the town. Selectperson Golding suggested submitting it with the increase in franchise fees and send to John Maher. TA will make the change and send it to Spectrum.
- D. **Review, discuss, and approve contract for services for the Humane Society, for 2021** – sent a letter to Executive Director asking for an indemnification clause in agreement per Primex. The TA updated the Board that the letter she sent has been returned, she will call and get a revised mailing address for the Executive Director.
- E. **Review, discuss, approve and sign 2021 Assessing Services Agreement**
The Board reviewed and discussed the 2021 agreement from Northtown Assessing. Selectman Hiland would like the deadline for the MS1 changed to September 1st. TA will contact Jason Call and see if he will agree to change that to September 1.
- F. **Review, approve and sign Residential Building Permit for M6A, L167, Bald Hill Road.** This permit has been signed off on by the Building Permit Administrator. The TA did note that there are actually 2 property owners and only one signed the permit. The Board reviewed the permit. *Selectman Hiland made a motion to approve the building permit, subject to getting the permit signed by both owners. Selectperson Golding seconded.*

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

Chairman Hiland suggest finding out if the insurance company will pay for this. If it is coming from the owner’s pocket Selectman Hiland would be willing to consider it. Selectman Hiland noted that we still have to pay the building permit administrator.

Selectperson Golding made a motion to abate the \$42 application fee.

Selectman Hiland seconded. Discussion: Selectman Hiland asked the owner if he wants to talk to the insurance company about it? Or do you want us to go ahead with it? **Roll Call Vote:** Chairman Ferris – aye; Selectman Hiland – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

Selectman Hiland made a motion to put off collecting the balance from the applicant until he finds out from his insurance company if they will pay.

Selectperson Golding seconded. **Roll Call Vote:** Chairman Ferris – aye; Selectman Hiland – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

8. Other Business (and Board reports):

- A. Planning Board – Selectman Ferris** – Selectman Ferris inadvertently missed last week’s meeting and apologized for that
- B. NHMA – Chairman Hiland** – Has a BOD meeting this Friday. There is a lot of municipal legislation being heard and there is a lot of land use administrative changes proposed.
- C. Carroll County Broadband – Chairman Hiland** – Still in a holding pattern waiting for RFI to come in and reviewing legislation. The grant legislation did pass in the Senate, waiting to see what the House does.
- D. Other: none**

9. Correspondence:

A. Review and discuss email from Donald Willet with NH Solar Choices regarding the Town’s interest in leasing town land for a Community Solar farm.

The Board reviewed the emails from Mr. Willet regarding whether the town has any interest in leasing land for a community solar farm.

Selectman Hiland isn’t really interested in that. He does not believe the 311 acres would allow that and we don’t have a lot of other town land. The Board agreed.

B. Review and discuss Town of Conway Potential Regional Impact for a 19,028 sq. ft. retail building associated with infrastructure

The Board reviewed the Notice from the Town of Conway

C. Review NH DES Environmental News.

The Board reviewed the Environmental News

D. Review Primex’s recommendations on Cyber Security.

The Board reviewed the recommendations from Primex regarding cyber security

___RH
___JF
___KG

E. Review letter from NH DRA accepting the USPAP report from Jason Call for the Town of Albany for 2020.

The Board reviewed the letter from DRA regarding USPAP report from our Assessor.

10. Public Comment: Selectman Ferris will not be available on 4/7 if the Board decides to have a meeting.

Dorothy Solomon – on the recent election there was a 7 way write in tie for Cemetery Trustee. The Selectmen noted that this needs to be discussed with the Town Clerk.

11. Next Meeting: March 31, 2021 at 4:00 PM at Albany Town Hall

12. Non-Public Sessions: none

13. Adjournment: *Chairman Ferris made a motion to adjourn at 1702 hours*
Selectperson Golding seconded. Roll Call Vote: Chairman Ferris – aye;
Selectman Highland – aye, Selectperson Golding – aye. **Motion passed: 3-0-0.**

Respectfully submitted by:
Kelley A. Collins
Town Administrator