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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
July 28, 2021 at 5:30 P.M.



This meeting may be streamed at [www.TownHallStreams.com](http://www.TownHallStreams.com)

1. **Call to Order:** Chairperson K. Golding called the meeting to order at 5:31 p.m.
2. **Pledge of Allegiance:** Chairperson K. Golding led the meeting in The Pledge.

**Attendance:** Chairperson K. Golding, Selectman R. Nadler, Selectperson J. Spofford, Road Agent C. Coleman, HEB Engineer J. McAllister and Town Administrator K. Collins

### 3. **New Business:**

#### A. **Approval of July 14, 2021 Selectmen's Meeting minutes**

*Selectman Nadler made a motion to accept the minutes of the July 14, 2021 meeting, as presented. Selectperson Spofford seconded. Motion passed 3-0-0.*

#### B. **Approval of July 28, 2021 consent file**

\_\_Review & Sign manifest(s) in the amount of \$ **36,767.35** and **\$51,210.13**, this includes payroll and accounts payable for 7/20/2021, 7/30/2021, respectively.

\_\_Review, approve/deny building permit for solar panels at 1381 Passaconaway Road M9, L5

*Chairperson Golding made a motion to accept the consent file of July 28, 2021, as presented. Selectman Nadler seconded. Motion passed 3-0-0.*

#### C. **Review, discuss and approve Warrant for Yield Tax for M9, L38 & L41.**

*Chairperson Golding made a motion to approve and sign the Warrant for Yield Tax for M9, L38 and L41. Selectman Nadler seconded. Motion passed 3-0-0.*

#### D. **Review, discuss and accept the resignation of Town Clerk/Tax Collector, Cathy Ryan**

*Chairperson Golding made a motion to accept Cathy Ryan's resignation from the position of Town Clerk/Tax Collector, with extreme regrets. Selectman Nadler seconded. Motion 3-0-0.*

**E. Review, discuss and sign updated HealthTrust transmittal for 7/1/2021- 6/30/2022 employee insurance**

The Board reviewed, approved and signed the Health Trust transmittal.

**F. Review and discuss notice from NH DOT regarding sale of state owned land in Albany, M8, L44**

The Board reviewed the letter from NH DOT regarding the proposed sale of State-owned land in Albany. The Town Administrator noted that she spoke to Stephen LaBonte/Bureau Administrator for NH DOT and was told that this property is part of the points being made up for impacting wetlands for the proposed path/trail from Cranmore to Hemlock and that the Albany parcel is actually parking. It is being offered to Upper Saco Valley Land Trust (USVLT) at no charge because they have the capacity for the stewardship of this parcel, in perpetuity.

*Chairperson Golding made motion to notify NH DOT that the Town has no issue with NH DOT selling the property to USVLT. Selectman Nadler seconded. Motion passed: 3-0-0.*

**G. Review, discuss, approve and sign the Tax Anticipation Note (TAN) documents from the bank.**

*Chairperson Golding made a motion to enter into a loan agreement for a Tax Anticipation Note in the amount of \$400,000 and sign all the appropriate documentation. Selectman Nadler seconded. Motion passed: 3-0-0.*

**4. Town Administrators Report:**

**A. Review and discuss Trout Unlimited's request to replace undersized culvert on Passaconaway Road.**

The Town Administrator made the Board aware of Trout Unlimited's interest in replacing the undersized culvert on Passaconaway Road right after the covered bridge and the fact that they may already have a grant in place to do this. The TA has sent this information to the Road Agent for his comments. The Board would like Road Agent to review this. Road Agent C. Coleman has a call in to Mr. Lawson from TU.

**B. Review and discuss authorizing the TA to start the ARPA application process**

The Town Administrator has registered on the GOFFER site but needs to know who the Board would like to use as the authorized representative for the application process.

*Chairperson Golding made a motion to authorize the Town Administrator (TA) to fill out all the necessary paperwork to apply for an ARPA grant. Selectman Nadler seconded. Motion passed: 3-0-0.*

**C. Review and discuss PA-16 Application for Reimbursement to Towns and Cities in which Federal and State Forest Land is Situated**

The Town Administrator noted that the State is using the acreage of White Mountain Forest as 40K acres and our property cards show that it

is more like 45K acres. She believes this may make a difference in the calculation of our PILT payment. Chairperson Golding noted that she corrected the acreage every year when filing the form and it has never been fixed.

**5. APPOINTMENTS:**

**A. Meet with Road Agent, Curtis Coleman, and HEB engineer Josh McAllister to review the GeoTech report for the Passaconaway FLAP grant**

The Board met with Road Agent, Curtis Coleman and Josh McAllister from HEB Engineers to discuss the geo-tech report prepared from borings conducted last Fall.

Josh McAllister doesn't think any of the projects are do-able if you have to keep the road open. Option 2 might be possible except two of the borings failed at 6 feet, so it is unlikely that piling could be driven in this area.

Selectman Nadler asked if there was any place you could put in a temporary bridge, across the Swift River, for access. Jeff McAllister said the only thing you might be able to do would be to move the road over toward the bank.

Road Agent C. Coleman thinks we may need to do some survey work to see what kind of easement we would need from the US Forest Service, in order to add another lane worth of banking to the road. The US Forest Service owns some part of that banking. They were also unwilling to put any funds towards it but were willing to help. HEB is the US Forest Service's surveyor and engineer, so J. McAllister will check to see if they have surveys of this area.

The recommendations are not plausible but the report is incomplete because we cannot close the road. J. McAllister is willing to reach out to Jacinda Russell/US DOT Program Manager, as the town engineer and discuss the feasibility of the option(s).

**2021 Paving Projects;**

Road Agent, C. Coleman has received 2 of 3 proposals for the 2021 paving projects (Moat View, Drake Hill and Town Hall Road). He does not want to disclose them as he is waiting for the third written proposal.

*Chairperson Golding made a motion to authorize Road Agent, C. Coleman to commit to the paving projects based on most cost effective, quality proposal and report to Town Administrator who will notify the Board. Selectman Nadler seconded. Motion passed: 3-0-0.*

**6. Old Business:**

**A. Chapel Committee/Historical Society** – The Board would like the Town Administrator to reach out to Chair, Peter DonKonics, for a status on the steeple work.

**B. Federal Land Access Program (FLAP)** – *See appointment above.*

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

- A. Planning Board – Chairperson Golding** – Meets on August 9, 2021  
**B. Other:** The TA reported that the ZBA did approve Profile Subaru’s appeal of the sign permit on July 21, 2021.

**8. Correspondence:**

**A. Review and discuss letter from Charter Communications re: Upcoming Changes**

The Board reviewed the letter from Charter re: Upcoming Changes

**B. Review Conway Fire Department’s quarterly statistics**

The Board reviewed the quarterly statistics provided by Conway Fire.

**C. Review “Conway Household Hazardous Waste Day Collection” flyer (this has been linked to our website and posted at Town Hall)**

The Board reviewed the HHWDC flyer

**D. Review Notice from NH Department of Safety regarding promulgation of rules and comment period for the “Blue Alert” program**

The Board reviewed the notice from the NH DOS.

**9. Public Comment:** none

**10. Next Meeting:** August 11, 2021 at 5:30 PM at Albany Town Hall

**11. Non-Public Sessions:**

- A. Non Public Session under RSA 91-A:3, II (c) “Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting.” The Board will be reviewing a request for a hardship abatement of taxes.

*Chairperson Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 6:20 p.m. Selectman Nadler seconded. Roll Call Vote:*

*Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. Motion passed.*

The Board reviewed and discussed a request for abatement of taxes.

*Chairperson Golding made a motion to leave Non Public Session and seal the minutes at 6:30 p.m. Selectman Nadler seconded. Roll Call Vote:*

*Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. Motion passed.*

*Chairperson Golding made a motion to deny the written request for a hardship abatement. Selectman Nadler seconded. Motion passed: 3-0-0.*

- B. Non Public Session under RSA 91-A:3, II (c) "Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting." The Board will be discussing an existing payment plan of delinquent taxes. *Chairperson Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 6:30 p.m. Selectman Nadler seconded. Roll Call Vote:* Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. **Motion passed.**  
The Board discussed the status of a payment plan for delinquent taxes. No decision was made in Non Public Session.  
*Chairperson Golding made a motion to leave Non Public Session and seal the minutes at 6:37 p.m. Selectman Nadler seconded. Roll Call Vote:* Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. **Motion passed.**
- C. Non Public Session under RSA 91-A:3, II (c) "Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting." The Board will be discussing an existing payment plan of delinquent taxes. *Chairperson Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 6:37 p.m. Selectman Nadler seconded. Roll Call Vote:* Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. **Motion passed.**  
The Board discussed the status of a payment plan for delinquent taxes. No decision was made in Non Public Session.  
*Chairperson Golding made a motion to leave Non Public Session and seal the minutes at 6:43 p.m. Selectman Nadler seconded. Roll Call Vote:* Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. **Motion passed.**
- D. Non Public Session under RSA 91-A:3, II (c) "Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting." The Board will be discussing an existing payment plan of delinquent taxes. *Chairperson Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 6:43 p.m. Selectman Nadler seconded. Roll Call Vote:* Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. **Motion passed.**  
The Board discussed the status of a payment plan for delinquent taxes. No decision was made in Non Public Session.  
*Chairperson Golding made a motion to leave Non Public Session and seal the minutes at 6:51 p.m. Selectman Nadler seconded. Roll Call Vote:* Chairperson Golding – aye; Selectman Nadler – aye; Selectperson Spofford – aye. **Motion passed.**

\_\_\_ KG  
\_\_\_ RN  
\_\_\_ JS

**12. Adjournment:** *Chairperson Golding made a motion to adjourn the meeting at 6:52 p.m. Selectman Nadler seconded. Motion passed: 3-0-0.*

Submitted by:  
Kelley A. Collins  
Town Administrator