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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
August 25, 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 5:30 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 Curtis Coleman, Chapel Committee Chair P. DonKonics, Chapel Committee member D. Solomon, Mountain Meadow Riders members, Greydon Turner and Town Administrator K. Collins

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

- A. **Approval of August 11, 2021 Selectmen's Meeting minutes, including (1) set of Non Public minutes (A)**  
*Selectman Nadler made a motion to accept the minutes of the August 11, 2021 Selectmen's Meeting, including (1) set of Non Public minutes, as presented. Selectperson Spofford seconded. Motion passed: 3-0-0.*

### B. **Approval of August 25, 2021 consent file**

- \_\_Review & Sign manifest(s) in the amount of \$ 2,165.88 and \$ 1,401.49, this includes payroll and accounts payable for 8/18/2021 and 8/25/2021.
- \_\_Review, discuss and approve/deny Local Approval for Construction of an Individual Sewage Disposal System for M7, L93-1  
*Selectman Nadler made a motion to accept the August 25, 2021 consent file, as presented. Selectperson Spofford seconded. Motion passed: 3-0-0.*

### 4. **Town Administrator's Report:**

#### A. **Review and discuss amount available for 2021 paving for Road Agent**

The Town Administrator provided the Board with a handout showing what was raised at the March 2021 Town Meeting, for paving, as well as (\$100,000 in WA #6, \$56,000 in operating budget) the balance in the Highway Expendable Trust Fund (with the \$60,000 from WA #5 approximately \$340,000) The Road Agent would like an exact amount

that he can use to pave for 2021. The Board agreed to a “not to exceed” number of \$250K for 2021 paving for now. The Road Agent can come to them to discuss if he needs more.

**B. Review and discuss status of ARPA grant/Local Fiscal Recovery Funds (LFRF)**

The Town Administrator updated the Board on the status of the Local Fiscal Recovery Funds. Chairperson Golding asked if the TA has done the “loss of revenue” spreadsheet on the GOFERR website. The TA will review the website.

**5. APPOINTMENTS:**

**A. Chair of Chapel Committee, P. DonKonics and member of the Chapel Committee, D. Solomon to review the Committee’s Final Report**

The Board has had the final report and reviewed it.

P. DonKonics says it really comes down to the Town doesn’t really own that building. There are (6) codicils in the will that limit the Town’s use of the building. There is also specific requirements regarding equipment. It’s in force for as long as the society or its assigns are in business. P. DonKonics states that the Town really needs to look into this before we put money into the steeple work. Our two problems are the Historical Society and an update on the legal aspect of us owning that building. The assignees may still be involved. We have to dot the I’s and cross the T’s. We would like a free and clear title to that property. We’ve done maintenance to keep it up but the committee has fulfilled it’s charge.

P. DonKonics would like the Board to put in writing that the committee has completed their charge and then if there is a new charge the Board will be in touch.

The Chair declares the Committee discharged and thanked them for all the work that they have done and the comprehensive report they provided.

**B. Meeting with member(s) of Mountain Meadow Riders to discuss use of approximately 450 yards of a shoulder of Passaconaway Road for snowmobile use from approximately December 15 to April 15 annually.**

Mr. Turner explained that the Mountain Meadow Riders have been working for several years to create a recreational trail to Bartlett. The trail currently runs to High Street in Albany, there is one hurdle left and the property owner will not grant permission to pass over his land and the trail cannot go around the back due to the grade of the ledge behind that property. The Riders are requesting that the Town allow the shoulder of the road to be used as a bed for travel by snowmobiles for approximately 450 yards in the front of this property at Map 11, Lot 56. The use would be from approximately December 15 to April 15 of each year.

\_\_\_ KG  
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Chairperson Golding wants to defer to our Road Agent. The Road Agent asked if this is up to the Town. The TA believes if they intend to travel in the Town R-O-W, it would be up to the Town. Selectman Nadler asked if the Forest Service is on board with this. The USFS is on board. There is no limitation on the use (i.e. certain hours of the day). The snowmobile group would provide a certificate of insurance with the Town named as an additional insured for liability. The club thinks they can groom the shoulder. The Road Agent wings back the snow 6 feet and how will the club deal with that. There was discuss that parking would not be allowed. They do signage for speed limits and prohibitions. The Selectmen would have to look at this annually. The parking will have to be addressed. The Road Agent noted that we will have to deal with the covered bridge because they are going to want to go over it and the cleats could damage the bridge. The Road Agent wants to walk this with the Mountain Meadow Rider. Mr. Turner notes that he thinks this will get a lot of attention the first year because it will hook a closed system in Bartlett to an open system in Conway. The Town Administrator will speak to Michael Weeks from the Trail Bureau to get a sample of agreements and see what other Towns have a R-O-W this long for club use.

**Road Agent**

The Moats is done and they will tie the shoulder into the road at the end of next week. D. Solomon asked when are the coves coming off? The Road Agents stated that once the pavement hardens.

Curtis Coleman knows we are looking to replace the Town Clerk/Tax Collector and Coleman's does a lot of registrations. The hours they have been running is not enough to do their town stuff and their state stuff. Whatever you can do to broaden the hours would be appreciated. From October 1<sup>st</sup> to February we do a lot of registrations. Chairperson Golding noted that that is up to the TC/TX as they are elected but they are working on this. If we can expand any hours of the Town that would be appreciated. The DMV is 10 registrations per day right now.

**6. Old Business:**

**A. Chapel Committee/Historical Society** – (see Appointment above)

**B. Federal Land Access Program (FLAP)** – Josh McAllister from HEB has emailed Jacinda Russell/Program Manager for US DOT with concerns on options for Passaconaway project. Jacinda Russell emailed that she has forwarded Engineer McAllister's inquiry onto the GeoTech team that did the borings in October of 2020. The TA will email Jacinda Russell for a status update.

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

**A. Planning Board – Chairperson Golding** – The next meeting is September 13, 2021

**B. Other:** Selectman Nadler would like to be the Selectmen’s appointment to the ConComm. *Chairperson Golding made the motion to appoint Rob Nadler as the Selectmen’s Representative to the Conservation Commission. Selectperson Spofford seconded. Motion passed: 2-0-1 (Selectman Nadler abstained).*

Chair would like to have semi-annual billing on the next agenda. She would like some information from Jason Call on what he would need to accommodate this. Not too many towns still bill once a year.

**8. Correspondence:**

**A. Review and discuss email regarding dead tree on the side of Cranmore Shores Road/Pequawket Drive. The TA forwarded this to the Road Agent on Monday, August 16, 2021**

This information was forwarded to the Town Road Agent and NH DOT. When it was determined that it is actually in Conway, Chairperson Golding passed it along to their DPW Director.

**B. Review the notice from NH Department of Environmental Services (DES) of the deactivation of a public water system at the Darby Field Inn**

The Board reviewed the notice of deactivation of the Darby Field Inn’s public water system

**9. Public Comment:** none

**10. Next Meeting:** September 8, 2021 at 5:30 PM at Albany Town Hall

**11. Non-Public Sessions:**

**A. Non Public Session under RSA 91-A:3, II (b), “the hiring of any person as a public employee” at 6:30 p.m.**

*Chairperson K. Golding made a motion to go into Non Public Session under RSA 91-A:3, II (b) the hiring of any person as a public employee at 6:30 p.m. Selectperson Spofford seconded. Roll Call Vote: Chairperson Golding – aye; Selectman Nadler – aye, Selectperson Spofford – aye. Motion passed.*

The Board interviewed a candidate for Town Clerk/Tax Collector.

*Chairperson Golding made the motion to leave Non Public Session at 6:56 p.m. Selectman Nadler seconded. Roll Call Vote: Chairperson Golding – aye; Selectman Nadler – aye, Selectperson Spofford – aye. Motion passed.*

- B. Non Public Session under RSA 91-A:3, II (b) “the hiring of any person as a public employee” at 7:03 p.m.  
*Chairperson K. Golding made a motion to go into Non Public Session under RSA 91-A:3, II (b) the hiring of a public employee at 7:00 p.m. Selectperson Spofford seconded. Roll Call Vote: Chairperson Golding – aye; Selectman Nadler – aye, Selectperson Spofford – aye. Motion passed.*

The Board interviewed a candidate for Town Clerk/Tax Collector.

*Selectman Nadler made the motion to leave Non Public Session at 7:27 p.m. Selectperson Spofford seconded. Roll Call Vote: Chairperson Golding – aye; Selectman Nadler – aye, Selectperson Spofford – aye. Motion passed.*

Board interviewed two candidates for TC/TX. *Selectman Nadler made a motion to offer the position, of Town Clerk/Tax Collector, to Sandra Vizard at \$450.67 /week, effective September 1, 2021. Selectperson Spofford seconded. Motion passed 2-0-1. (Chairperson Golding abstained).*

*Selectman Nadler made a motion to hire Cathy Ryan, as a Clerk in the TC/TX office, at \$20 per hour for as many hours she is willing to work and to hire Kathy Golding as a Trainer/Consultant at \$30 per hour, as needed, for training, indefinitely. Time sheets to be submitted by 10 a.m. every Monday. Selectperson Spofford seconded. Motion passed: 2-0-1 (Chairperson Golding abstained).*

**12. Adjournment:** *Chairperson Golding adjourned the meeting at 7:40 p.m. Selectman Nadler seconded. Motion passed 3-0-0.*

Respectfully submitted by:  
Kelley A. Collins  
Town Administrator