

Minutes must be kept of all public meetings and must be available to the public upon request not more than five business days after the public meeting. A business day means the hours of 8 am to 5 pm on Monday through Friday, excluding national and state holidays. The minimum content of meeting minutes includes: (1) names of members present; (2) other people participating (it is not necessary to list everyone present, however); (3) a brief summary of subject matter discussed; and (4) any final decisions reached or action taken. There is no legal requirement to accept or approve the minutes. Even if minutes have not yet been approved, they still must be made available not more than five business days after the public meeting. When the five business day deadline is reached before the minutes are approved, they can be made available to the public with a notation that they are a draft version.

Taken from "*Knowing the Territory*," a publication from the New Hampshire Municipal Association.

Minutes

Albany NH Selectmen's Meeting

September 9, 2015 4:00 p.m.

At 4:00 p.m., the Selectmen's meeting was called to order. In attendance were Kelly Robitaille, Jack Rose and Cathy Ryan. Also present were Lee Grant, June Johnson, Dorothy Solomon, Steve Knox, Sara Young-Knox and Rick Hiland. The following business was conducted.

Regular Business:

- Pledge of Allegiance
- Reviewed & approved September 2 minutes-Selectman Rose made a motion to approve the minutes as submitted, Selectman Ryan seconded the motion and all were in favor.
- Signed checks totaling \$5,212.40.

New Business:

The Selectmen signed two Tax Collector's Deeds.

NH Department of Transportation approved the planned walk "Take A Walk In Our Shoes," although they do not issue a formal permit. The walk will take place on Sunday, September 20 at 10:00 a.m.

The North Country Council announced the NH Department of Transportation and Councilor Joe Kenney will be hosting the Governor's Advisory Council on Intermodal Transportation Hearings around the North Country Council region to discuss the draft Ten Year Transportation Improvement Plan. There is one planned for October 26 at 8:00 a.m. at the Conway Town Hall. Selectman Rose will attend.

Selectmen's Reports:

Selectman Rose attended the County Delegation public hearing for a supplemental budget. They approved \$2.4 million dollars. Selectman Rose discussed how the county nursing home revenue is based on services rendered and this revenue could be held up if a patient passes away. Selectman Rose noted it is somewhat of a dilemma as the revenue from the nursing home can fall short. Former County Commissioner, Dorothy Solomon said the nursing home used to bill Medicaid and Medicare by paper and that would take time. Now they bill them online so the payments will not be held up. Selectman Rose added their new software will help. Dorothy replied it will help get funds in a timelier manner.

Chairman Robitaille said it is difficult for him to make the next few Planning Board meetings and asked if a fellow Selectman could take his place temporarily. Selectman Rose volunteered to take his place.

Rick Hiland, Planning Board member, informed the Board the Planning Board work sessions are supposed to begin in September.

Public Comment:

Steve Knox asked if there was an update on the Guppy property on Passaconway Rd. The Town Administrator replied Mr. Guppy phoned the office for an updated amount of taxes he owes and offered to pay in person. That was two to three weeks ago. There has been no further contact. Mr. Guppy will lose all rights to his property August 2016.

Sara Young-Knox asked what the next step is for the Wilderness Cabins that were taken by Tax Collector's deed last week. She added their business is ongoing. The Town Administrator replied the Tax Collector's deed was just signed. It must be recorded and then the eviction process may begin for anyone occupying the property. Rick Hiland asked if the town does a title search. The Town Administrator replied no, the town clears the title by

KR____

JR____

CR____

taking it by Tax Collector's deed. Sara asked if there was a mortgagee on the property. The Town Administrator replied no.

At 4:14 p.m., Chairman Robitaille made a motion to adjourn, Selectman Rose seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator