

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.

Selectmen’s Meeting
Minutes
Albany, NH
August 10, 2016

Members present: Cathy Ryan, Rick Hiland and Joe Ferris
Public: Lee Grant, Dorothy Solomon, Steve Knox and Dr. Eugene Long

Call to Order: At 4:00 p.m. Chairman Ryan called the Selectmen’s meeting to order.

Pledge of Allegiance:

New Business:

- **Approve July 27 minutes, August 3 minutes and nonpublic minutes:** Selectman Ferris made a motion to approve the minutes as submitted, Chairman Ryan seconded the motion and all were in favor.
- **Approval of consent file:** Selectman Hiland made a motion to approve the consent file as presented, Chairman Ryan seconded the motion. Selectman Hiland made a motion to remove a check written to Mitchell Municipal Group for discussion, Chairman Ryan seconded the motion and all were in favor. Chairman Ryan moved the motion as amended, all were in favor.

Signed checks	\$6,397.88
Signed three pistol permits	
Approved two building permits	Map 12 Lot 27 & Map 2 Lot 10
Signed bank signature cards	

- **Town Administrator report:** The letters of support to surrounding police departments have been mailed to the Carroll County Sheriff's Department, Troop E State Trooper barracks, the Towns of Conway, Madison, Tamworth, Ossipee, Freedom, Bartlett, Jackson and Sandwich.

There has been a lot of interest for sealed bid packets. Three were picked up in person and two were e-mailed and the office received two phone calls regarding the property.

The Town Administrator added up the propane and oil usage in 2015. The approximate price for the CAP insurance through White Mountain Oil & Propane would be \$112.00. Selectman Hiland would like to know what the base price per gallon will be for the 2016-2017 season. The Town Administrator suggested a representative from White Mountain Oil be invited into next week's meeting. The Board agreed to do so.

Appointments: Norman Tregenza-State Representative Candidate:

Norman has filed his candidacy to serve as NH State Representative of District 7. This seat is currently held by Ed Butler. Norman believes there is too much state regulation. He feels the state can operate on a biannual budget as was once the case. He would like to bring down the tax on rooms and meals. It is one of the highest rates in New England at 9%. Chairman Ryan would like to see the towns get their share of the rooms and meals taxes as was promised by the state. Selectman Hiland said the reduction of taxes is never going to happen until the scope of government is reduced. If the government stays the same size and money is being taken away, the state will be in a deficit. Government is way too big in Concord. Norman agrees. There are tons of things to look at. Chairman Ryan asked where Norman would start. Selectman Hiland said, with expenditures and the scope of government. Selectman Hiland asked Norman where he stood with the 2nd amendment. Norman replied by quoting the 2nd amendment and said he believed in that and has always stood up for that. Selectman Hiland said if Norman gets elected, he would like him to come back to a meeting. Albany could use his legislative help. Norman would like anyone with concerns to call him at: (603) 733-6736.

Curtis Coleman, Road Agent

4:30 p.m.

Curtis discussed the red listed bridge on Drake Hill Rd. After reviewing the engineer's report, he suggested the load limit be dropped from six tons to five tons for liability reasons. There are things the town can do in order to buy some time and apply for state bridge aid. Selectman Hiland said that the minimum load for a municipality per state statute was six tons. In order to

lower the limit below six tons we must apply for State Bridge Aid due to being listed on the bridge red list. This would allow us to lower it further as needed for public safety. The State Bridge Aid is 80% / 20% and they will do the bridge design as part of the process which will save the town money.

Curtis told the Board he is doing some maintenance work on Old Colony Rd. He said the roads are getting to the point they the town will have to spend some money on paving. The town needs to look at saving and possibly taking out a bond to pay for what needs to be done. It would be helpful to do it all at once for one road. The Board filled out the state bridge aid application. Selectman Hiland made a motion to apply for state bridge aid, Selectman Ferris seconded the motion and all were in favor.

Old Business:

- Chief Solomon's recommendations-no action taken.
- Meeting in Wonalancet-the Town Administrator e-mailed Doug McVicar again. There has been no response as of yet.
- Meeting with Passaconaway owners-no action taken.
- On demand training-Selectman Hiland would like to schedule a class and invite surrounding towns and see if they would like to contribute to the cost.
- MWVEC & NCC meeting-Selectman Hiland will schedule in September.
- Red listed bridges-spoke with Curtis Coleman, see details above.
- Semi-annual billing-no action taken.
- Town hall door replacement-no action taken.
- Website update-no action taken.
- Violation letter-Selectman Ferris looked at the property selling firewood. He said it did not look like a lot of processing is going on. The Town Administrator stated it is commercial activity with no approvals. Selectman Hiland added if he would like to continue, he would fall under home business and would have to obtain approval

from the Zoning Board of Adjustment. Chairman Ryan would like to amend the letter to add his options before mailing it out.

- Meeting with state reps-Selectman Hiland sent an e-mail to Albany's State Representatives regarding leasing, contracting and farming on the town forest. He also sent it to the NH Municipal Association legal department for input. Cordell Johnson of NHMA replied with suggestions and ideas for consideration. Steve Knox asked for a copy of the e-mail. Selectman Hiland handed Steve his copy.

Other Business (Board reports):

Selectman Hiland would like a zoning map of Albany in the conference room.

Selectman Hiland would like a letter from Pope Security saying the audio has been shut down and erased from the system.

Selectman Hiland noted the Eastern Slope Airport Authority annual meeting will be held on August 19 at 6 pm. They will be having a barbeque.

Selectman Hiland would like to invite a Sheriff's Deputy who has been doing patrols for Albany, to come in for an update. He would like to do a ride along with a deputy and a plow truck over the winter.

Selectman Hiland would like to look at the sign ordinance.

Selectman Hiland informed the Board the Planning Board conditionally approved a site plan review for World Fellowship. Shawn Bergeron represented them.

The Planning Board is working on the zoning ordinances. Accessory dwelling units will become law in 2017. The Planning Board will want to work with the Selectmen to implement them into the ordinances. It will be easier to have a combined meeting. The amendments will have to be voted on at the March 2017 town meeting.

Chairman Ryan attended a Cemetery Trustee meeting. Kelly Robitaille found their rules of procedure. They are looking into getting the cemetery maps digitized. Selectman Ferris asked if broken grave stones had been fixed. Chairman Ryan explained, after she attended a workshop, there is a proper way to fix stones and it is something to look at.

Selectman Ferris said the SAU 9 meeting will begin again in September.

Selectman Hiland said the Planning Board will hold a capital improvement plan meeting in September. He would like to add the roads and bridges to it. He would like to get the plan together before budget season starts.

Corrrespondence:

- NH DES letter of acceptance for Alteration of Terrain application Map7 Lot 58

Public Comment:

Steve Knox commented on roadworthy campers throughout town and if the Selectmen have a policy to review them, noting a camper on Passaconaway Rd. that has an addition on it and is obviously not roadworthy. Selectman Hiland responded a letter could be sent.

Discussion of check removed from consent file:

Chairman Ryan discussed the invoice from Mitchell Municipal Group noting the charges from 7/12 and 7/25 reviewing the land management agreements. Selectman Hiland said he never received a response from Walter from his last e-mail. It was his understanding that all correspondence would be kept in the loop of the Board of Selectmen and Conservation Commission. That didn't happen and he would like an explanation. Selectman Hiland would like to look at options.

Selectman Hiland would like correspondence from town counsel to be in writing, not a phone call. Chairman Ryan said she has lost confidence in the group. Selectman Ferris felt the town is not getting what they are paying for. Selectman Hiland doesn't like the different answers being given to different people. Chairman Ryan would like to draft a letter to Walter Mitchell with their concerns.

NonPublic Session RSA 91-A:3(c):

At 5:19 p.m. Chairman Ryan made a motion to move into nonpublic session citing RSA 91-A:3 II (c). Selectman Ferris seconded the motion and all were in favor. Roll call, Chairman Ryan, aye, Selectman Hiland aye, Selectman Ferris, aye.

At 5:40 p.m., Chairman Ryan motioned to move into public session, seconded by Selectman Ferris, all were in favor.

CR____
RH____
JF____

At 5:41 p.m. it was determined that the minutes shall not be publicly disclosed. Chairman motioned to seal the minutes, to not publicly disclose the minutes because it is determined that divulgence of the information will likely affect adversely the reputation of any person other than a member of the Board. Selectman Ferris seconded the motion and all were in favor.

Adjournment:

At 5:42 p.m., Selectman Ferris made a motion to adjourn, Chairman Ryan seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator