

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
 September 6, 2017**

Call to Order: At 5:02 p.m., Chairman Hiland called the Selectmen’s meeting to order.

Pledge of Allegiance:

Attendance:

Members present: Rick Hiland, Cathy Ryan and Joe Ferris
 Town Administrator: Kathy Golding
 Public: Steve Knox and Dorothy Solomon

New Business:

- **Approval of the August 16, August 23 minutes and August 23 Sealed minutes:** Selectman Ferris made a motion to approve the August 16 minutes, Selectperson Ryan seconded the motion and all were in favor.
 Selectman Ferris made a motion to approve the August 23 minutes, Selectperson Ryan seconded the motion and all were in favor.
 Selectman Ferris made a motion to approve the August 23 sealed minutes, Selectperson Ryan seconded the motion and all were in favor.
- **Approval of consent file:** Selectman Ferris made a motion to approve the consent file as presented, Selectperson Ryan seconded the motion and all were in favor.

Signed checks	\$407,306.26
Signed MS-1 report (Assessing)	
Signed letters to US Senators and Congresswoman	Secure Rural Schools Program
Approved one Request for	

Leave	
Approved one Veteran Credit	Map 3 Lot 10
Approved one Current Use application	Map 2 Lot 10
Approved one building permit	Map 12 Lot 24
Reviewed Road Bond	Cersosimo Lumber

Town Administrator’s Report:

The Tamworth Selectmen have been invited to the Selectmen’s meeting in Wonalancet. The Town Administrator will let us know if they will attend. The Sandwich Selectmen will be invited as well.

In order to pay the school district, \$300,000 was taken from the tax anticipation note (TAN).

The EMPG grant for the panic hardware on town hall doors has been received.

Nancy Mayville has been contacted for an update on the Bridge Aid Estimate application.

The Town Clerk’s motor vehicle audit went smoothly. The final report should be submitted by the NH Department of Motor Vehicles soon.

Carol Shea-Porter’s office has not responded as of yet. He was supposed to contact the Department of Interior regarding Albany’s PILT payment reduction.

Chuck Henderson, of Senator Shaheen’s office will come to a Selectmen’s meeting on September 27. He is very interested in helping out if he can. He has requested all information regarding Passaconaway Rd, the FLAP program, the PILT payment and its formulation. The Conway Village Fire District Commissioners, Carroll County Commissioners, Jim Innes of USFS and the School Boards of Albany and SAU 9.

A representative from Healthtrust will present health insurance options to the Town Administrator on Tuesday at 11:00 a.m. He will present the options to the Select Board at a later date. Next Wednesday a representative from Duran Insurance will present insurance options to the Selectmen. A representative from NH Schoolcare will meet with the Selectmen to present health insurance options in October.

The steeple people that Chairman Hiland contacted will meet with him on September 22 at 9 am in order to inspect the chapel.

Selectperson Ryan's contact for painting the chapel called and will submit an estimate. The Town Administrator will contact the company that painted the chapel in 2011 to see if they would like to submit an estimate.

The Selectmen decided to hold a work session on Saturday, September 23 at 9:00 a.m.

With sadness, the Town Administrator informed the Board that Ed Foley passed away. He was the Commander of the Albany VFW before it dissolved last year. The Veterans did a lot for the Town of Albany. They painted the chapel at one time, the municipal sign, they donated the flags and flag poles, along with the bench in front of the chapel. They also donated \$1,000 to beautify the front of the chapel. Ed was an integral part of all of the work. He would often visit town hall in order to check the batteries on the IED unit that the veterans donated. He will be missed.

Old Business:

- Albany Selectmen business roundtable – no action taken.
- State Bridge Aid – waiting on NHDOT estimate – contacted Nancy Mayville- no response as of yet.
- Semi-annual billing – no action taken.
- Fiscal year budgeting – no action taken.
- Generator purchase/grant – no action taken.
- Planning Board appointees – 2 Board openings and secretary-no action taken.
- Discuss the establishment of a Heritage Commission – Chairman Hiland met with June Johnson and Anne Morin. They will be working to put a value on the contents of the museum. Chairman Hiland forwarded a copy of their bank statement to Town Counsel.
- North Country Council update of Regional Transportation Improvement Program and Ten Year Plan for Fiscal Years 2019-2028 and removal of rumble strips from plan – no action taken.
- Meeting in Wonalancet – September 20
- Dedication of the Annual Town Report – no action taken.
- Mountain Meadow Riders Snowmobile Club is looking for permission from the Town to utilize that part of Passaconaway Road – no action taken.
- Town report checklist – no action taken.
- Cemetery records returned to town hall – no action taken.
- Discuss Fire & Rescue Contract – Chairman Hiland would like to counter propose the CVFD draft contract with a five year contract of \$120,000 that gradually increases each year at a rate of \$5,000. Selectman Ferris would like to lower the initial rate. The Board agreed to counter propose the

contract's initial rate to start at \$118,000 and increase \$5,000 per year for five years. The draft contract has been sent to Primex for review.

Appointments: Ken & Susan Sullivan (2219 NH Route 16):

Susan Sullivan informed the Board that she and her husband are currently represented by Ed Alkalay and are in the process of a lawsuit against their insurance company. They are cleaning up their property on their own for now and hope to have the majority of it done this weekend as they have friends with equipment available to help out. Chairman Hiland told Susan the neighbors are concerned with residue washing into the groundwater. He asked Susan to keep the Board updated with their progress.

Other Old Business: follow-ups

- Steeple people – need them to look at any possible Chapel steeple roof leaks, structural damage and cost estimate to repair – will meet Chairman Hiland on September 22.
- One Wheel Drive –update- see above.
- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— no response from recent letter. Chairman Hiland would like a phone call placed. There is new electrical work being done illegally in the campground along with active camping. The State should be notified because he does not believe the campground has been inspected, and should not be in operation.
- Bald Hill Road Munro-update – no contact has been made. A letter will be written for an update.
- A note to Mark Hounsell thanking him for his support in his letter to the editor in the Conway Daily Sun.
- Chairman Hiland would like a copy of the signed letters to U.S. Senators Shaheen and Hassan and Congresswoman Shea-Porter in support of the Secure Rural Schools program forwarded to School Board Chair, Sara Young-Knox and SAU 9 Superintendent, Kevin Richard.
- Chairman Hiland noted a lot of cracks have appeared in the town hall parking lot. The Town Administrator brought it to the attention of the Road Agent.
- Selectman Ferris noted there are a lot of dead trees behind the town hall. The Town Administrator is not sure how far back the property line goes.

Other Business (and Board reports):

Planning Board – Rick- the Planning Board will hold public hearings for a Site Plan Review and a Boundary Line Adjustment next Monday.

Conservation Commission – Cathy – the Conservation Commission will meet next Tuesday.

School Board – Joe – the School Board will be meeting next Tuesday as well.
Other: Chairman Hiland thought the meeting with the NH State Representatives and Senator went well. They were made aware of the problems Albany is facing.

On August 28, Chairman Hiland went on a ride along with Sheriff's Deputy Rowe. There are a lot of safety and liability issues in Albany. The Board will work with the Sheriff's Department to fix the issues. Albany needs ordinances in order for some of the issues to be enforced. Camping off of the road seems to be a problem, along with parking on the pavement on Passaconaway Rd. Signs will be placed saying no parking on pavement.

Chairman Hiland noted there is a property on Wildwood Rd. that may be a problem with trash. The Town Administrator told Chairman Hiland, the Health Officer is aware of it and has his eye on it. He is ready to move forth if a violation exists.

Correspondence: Letter of complaint regarding 53 Bridge St.
Letter to the editor from Mark Hounsell, County Commissioner
Abutter Notice from the Albany Planning Board
E-mail from Ed Butler regarding HB 565

Public Comment: Steve Knox noted the Conservation Commission meeting had been moved to September 12 but was still on the website calendar for September 5.

Steve Knox asked if the National Forest Campgrounds and other attractions that increase the number of calls to the Conway Village Fire District is taken into consideration for Albany's formulation for payment in lieu of taxes. Chairman Hiland did not know how the formula is created.

Next Meeting: September 13 at 5 PM

Adjournment: At 6:38 p.m., Selectperson Ryan made a motion to adjourn, Chairman Hiland seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Golding
Town Administrator