

Albany Selectmen's Meeting

Minutes

Albany, New Hampshire

September 19, 2018



Call to Order: At 5:16 p.m., Chairman Hiland called the Selectmen's meeting to order and apologized for being late.

Pledge of Allegiance:

Attendance:

Members present: Rick Hiland, Cathy Ryan and Joe Ferris

Town Administrator: Kathy Golding – excused – attending Tax Collectors Conference.

Public: None

Attendees: John Kamb (USFS) and Jim Innes (USFS)

APPOINTMENTS:

Chairman Hiland welcomed John Kamb (USFS) and Jim Innes (USFS) to the meeting.

Issues discussed were:

Federal Lands Access Program (FLAP) – discussed the application process and date due in the middle of October as well the assistance needed from the US Forest Service in the form of input and letter of support. Also the need to keep communication lines open the next 3-4 weeks as we put the application together and need for information from each partner in this Passaconaway Road project.

Transportation Alternative Program funding (TAP) – Chairman Hiland informed John and Jim that the application was in on time and we are currently waiting on results. Chairman Hiland thanked them for their letter of support for the application.

All partners in this Passaconaway Road project agreed that we would all work together throughout the process.

Jim Innes mentioned that the USFS was receiving lots of complaints regarding the activities going on up on High Street and are planning to possibly change the use of the USFS property in that area to include closing the sand pit area and will be looking for support from the Select Board. Complaints received involved illegal camping, drug related activities, improper use of sand pit by shooters and people using Tannerite type explosive materials (which are legal according to the BATF) at all hours of the day and night. Jim will be sending the Select Board a letter with a description of their proposed changes. Chairman Hiland also mentioned that the Town has received complaints as well, as has

the Carroll County Sheriff's Department Deputies that patrol the Town under our patrol contract.

Chairman Hiland brought them up to speed on the Town's recent additions to our ordinances involving camp and parking restrictions on Passaconaway Road, the signage going up, and the related fines.

Discussion ended with all agreeing to work together on all the issues that involve the Town and the USFS going forward.

New Business:

- **Approval of the September 12 minutes from the Wonalancet meeting:**
Selectman Ferris made a motion to approve the September 12 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor. (3 -0)
- **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.(3-0)*

Signed payroll checks and vouchers	\$2,805.80
Approved accounts payable invoices	\$4,978.98
Reviewed & sign previously approved accounts payable & issued checks	\$2,414.50
Reviewed & approved 1 building permit	Map 9 Lot 69
Review QuickBooks Budget Report	

- **Review & approve the terms of the EMPG (generator) Grant:**
Chairman Hiland made a motion to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$3,535.00 for the purchase and installation of a generator, concrete pad, and the transfer switch at the Town's emergency shelter (Town Hall). Furthermore, the Board acknowledges that the total cost of this project will be \$7,070.00, in which the town will be responsible for a 50% match (\$3,535.00), Selectman Ferris seconded the motion. All were in favor. (3-0-0)

Town Administrators Report:

- Letter to the bank that now owns the One Wheel Drive property regarding the clean-up of fire debris remaining on the property from the fire in 2016 with a 60 day deadline by US Post Certified Mail.
- Invited Susan Ticehurst, Chris Meier, Joe Mosca, Jerry Knirk, Ed Butler, Jeb Bradley, and Mark McConkey to the September 26 (at 7PM) Town Hall Public Meeting with our State Representatives. Jeb Bradley cannot make it & has a conflict. Kathy will send email reminder at beginning of the next week.

- Invited the Tamworth Select Board and any residents to the September 26 (at 7PM) Town Hall Public Meeting with our State Representatives also as they share the same elected Representatives as Albany.
- Invited the Road Agent, Curtis Coleman, to next week's meeting regarding Passaconaway Road & the upcoming FLAP grant application process and the damage to the road by the logging company – Cersosimo.

Old Business:

- Emergency Management/Operations Plan – September 25 at 5 pm.
- Town Hall – building & parking lot maintenance – reviewed the quote from AJ Seal Coating. Discuss with Curtis next week and look to see if there are maintenance funds still available in the budget.
- State Bridge Aid – application filed and received by NHDOT – waiting for NH DOT.
- Generator purchase/grant – grant application in process – see New Business above. Select Board approved & signed the terms contract.
- QuickBooks Pro transformation – in process – good progress is being made with the help of Chuck Merrow, our new Town Deputy Treasurer. The Select Board thanked Chuck for all his help and saving the town money. All involved seemed pleased with the progress.
- Chapel Committee/Historical Society – September 27 at 7 pm
- Security/Fire system upgrade and evaluation – scope of work to be drafted – in process.
- Transportation Alternatives Program (TAP) – submitted - waiting
- Federal Land Access Program (FLAP) – see USFS appointments above- in process.
- Annual Select Board meeting date in Wonalancet – September 12 at 4 pm
- Business Roundtable meeting – TBD (October) – no action taken
- Records Retention Committee meeting– TBD (October)
- Road Standards update – in process
- Winter road maintenance policy – in process.
- Cable TV contract (2021) – waiting for copy of contract - no action taken
- Cersosimo Lumber – see Chairman Hiland's report below from Town Counsel.
- Town Hall session with legislators – September 26 at 7:00 p.m. – in process
- North Country Council Annual Meeting- October 17-Steve Knox will attend as Albany's representative. In process.
- Treasurer's office – no action taken
- Claim Lynx – September 26 at 5:30 p.m.
- Amendments to the Rules of Procedure – passed – update & update Web Site & copies to the Select Board members for the next meeting.
- NH Surplus – White Farm – used furniture for office and conference room.
- North Country Council – volunteer needed to fill Albany's Commissioner position.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— in process
- Route 16 – 2219 NH Route 16 – fire cleanup update – a Certified letter has be sent to the new owner/Bank with a 60 day deadline for the clean-up.
- Chairman Hiland visited White Farm in Concord. It is a state surplus warehouse. They have office furniture for sale at a discounted price. Kathy checked that we have an account in order to purchase. He will stop in when in Concord periodically to see if there is

anything there that we can use in our office & conference room. *To be placed under “old business”*.

- Chairman Hiland announced the opening of a second Commissioner position for the North Country Council. Still need a volunteer to fill this position. *To be placed under “old business”*.

Other Business (and Board reports):

Planning Board – Rick- nothing to report

ESAA – Rick – new revised ESAA ByLaws are going before the BOD for approval at a Special BOD Meeting on October 15th at 6PM at the Fair Grounds office with the 3rd Quarter BOD meeting to immediately follow. A Special Meeting of the General Members (all Selectmen & Town Managers from the region towns listed in current Bylaws) will be held on November 5th at 6PM at the Fryeburg American Legion Hall on Bradley St. followed by the ESAA Annual Meeting immediately after. Chairman Hiland asked that our Select Board attend the Special Meeting of the General Members to support the new ByLaws and effort being made to make the ESAA a strong viable organization.

Conservation Commission – Cathy – nothing to report.

School Board – Joe – SAU 9 meeting on Tuesday did not have a quorum and was rescheduled for Thursday September 20.

Other:

Chairman Hiland explained the information that he received in a phone conversation with Town Counsel, Matt Serge, which was authorized at the previous meeting regarding Cersosimo Lumber and Route 16 Moulton property junk. Town Counsel recommends scheduling a meeting with Cersosimo Lumber to discuss damage to Passaconaway Road from heavy logging trucks from the past 5 years and their agreement to pay for any damage and their Bond.

Regarding the Route 16 junk yard, Chairman Hiland also explained that Town Counsel recommended that we start by authorizing him to write a very to the point legal letter to the owners in South Carolina with a deadline to respond and sent Certified Mail US Post. Town Counsel recommended that no one from the Town go onto the property. Matt would also like some pictures taken from the edge of the road on Route 16 and send to him to be included with letter. All agreed to move forward with Town Counsel’s recommendation.

Select Person Ryan was excused from meeting to take an emergency telephone call and did not return until after meeting had adjourned.

Correspondence:

North Country Council - NH State 10 Year Plan recommendation letter that Select Board needs to respond to. To be placed under “Old Business” for a response.

NH Municipal Bond Bank letter with rates

Town of Conway – Potential Regional Impact Notice

Public Comment: None

Next Meeting: September 26 at 5 PM

Adjournment:

At 6:46 p.m., Selectman Ferris made a motion to adjourn, Chairman Hiland seconded the motion and all were in favor. (2 – 0 – 1)

Please Note:

“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.

Respectfully Submitted,

Rick Hiland
Acting Secretary