

Albany Selectmen's Meeting Minutes



Albany, New Hampshire
January 23, 2019

Call to Order: At 5:03 p.m., Selectman Ferris called the Selectmen's meeting to order.

Pledge of Allegiance:

Attendance:

Members present: Cathy Ryan and Joe Ferris. Chairman Hiland was excused.
Town Administrator: Kathy Golding
Public: Dorothy Solomon

New Business:

- **Approval of the January 16 minutes:** *Selectperson Ryan made a motion to table the minutes until next week's meeting, Selectman Ferris seconded the motion and all were in favor (2-0-0).*
- **Approval of consent file:** *Selectperson Ryan made a motion to approve the consent file as presented, Selectman Ferris seconded the motion and all were in favor (3-0-0).*

Signed payroll checks and vouchers	\$884.64
Approved accounts payable invoices	\$19,151.23
Reviewed & signed previously approved accounts payable & issued checks	\$441.33

Town Administrator Report:

A quote to place the tax maps online with the software company Avitar will arrive tomorrow.

An e-mail was sent to Town Hall Streams requesting a year-end report for meeting viewership.

Tom Albert, ComputerPort, sent an estimate for two new computers, software, network security hardware, a few recommended upgrades to the memory of the

computers along with labor to transfer data from the old computers. The estimate is for \$3,400.

Prepaid postage envelopes have been ordered in order to save money before the cost of a stamp increases at the end of the month.

A phone call was placed to Spectrum regarding the cost of phones and internet. Albany is currently enrolled in the best plan available.

Pope will be submitting a quote to provide wiring over to the back office for internet access.

White Mountain Oil & Propane has set up a new account for the sole purpose of the propane tank for the generator. The Town Administrator suggested budgeting \$400 for that line item. The Selectmen agreed.

Northtown Associates has submitted their 2019 assessing contract for review. The contract has also been sent to the Department of Revenue for recommendations.

The Record Retention Committee met with the Town Administrator, Tara Taylor and Cathy Ryan in attendance. It was agreed that each department will purge records according to the law and there will be further discussion at their next meeting regarding the retention and purging of electronic records.

APPOINTMENTS: None

Old Business:

- Emergency Management/Operations Plan – January 28 at 6:30 pm.
- Town Hall – building & parking lot maintenance – waiting for additional quotes – the Town Administrator suggested budgeting for the maintenance using the quote that has already been obtained in order to cover the expense.
- State Bridge Aid – application filed and received by NHDOT – waiting
- QuickBooks Pro transformation – in process
- Chapel Committee/Historical Society – Dorothy Solomon reported that a meeting was held in conjunction with the Historical Society. Estimates will be obtained for the exterior maintenance as well as the interior maintenance. The contents of the chapel must be transferred in a legal manner. The Board discussed options on what may be done with the chapel.
- Security/Fire system upgrade and evaluation – waiting for additional quote
- Transportation Alternatives Program (TAP) – submitted - waiting
- Federal Land Access Program (FLAP) – submitted - waiting
- Business Roundtable meeting – TBD –
- Road Standards update – in process
- Winter road maintenance policy – in process.

- Cable TV contract (2021) – waiting for copy of proposed contract -
- Treasurer’s office – in process
- Health Insurance options – in process
- NH State Surplus – in process
- North Country Council – need a volunteer to serve as Albany Commissioner
- Postal rate increase – ordered pre-stamped envelopes
- Broadband meeting – no action taken.
- Town Report Dedication – no action taken.
- Selectmen’s warrant articles – no action taken.
- Historical Society meeting – see above.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – no action taken.
- Route 16 – 2219 NH Route 16 – fire cleanup update – the company in charge of the cleanup was to be in touch with the owner of the property as to how to proceed and then reach out to the Selectmen’s office. There has been no correspondence as of today.

Other Business (and Board reports):

Planning Board – Rick- next meeting January 28 at 7:00 p.m.

ESAA – Rick – nothing to report.

Conservation Commission – Cathy – next meeting February 5 at 6:00 p.m.

School Board – Joe – at the last meeting, the School Board voted to support a warrant article supporting the Albany School Options Committee in their efforts to research the current school contract and other options viable to Albany.

Other: None

Correspondence: None

Public Comment: None

Next Meeting: February 6 at 5 PM

January 30 is the fifth Wednesday of the month. Typically there is no meeting. The Selectmen discussed the need for a meeting and decided not to have a meeting unless something unexpected came up. *Selectman Ferris made a motion to sign checks out of session, Selectperson Ryan seconded the motion and all were in favor (2-0-0).*

Adjournment:

At 5:27 p.m., *Selectperson Ryan made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor.*

Respectfully Submitted,

Kathleen Golding
Town Administrator