



# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
August 28, 2019

**Call to Order:** At 5:38 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: Dorothy Solomon, Peter Donkonics and Bob McArthur

**New Business:**

- **Approval of August 14 minutes and August 14 Nonpublic minutes:** *Selectman Ferris made a motion to approve the minutes as submitted, Selectperson Ryan seconded the motion and all were in favor (3-0-0). Selectman Ferris made a motion to approve the sealed minutes as submitted, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*
- **Approval of the consent file:** *Selectman Ferris made a motion to approve the consent file as presented, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*

Signed payroll checks and vouchers	\$4,470.81
Reviewed & sign checks	\$28,814.28
Reviewed & approved one building permit	Map 3 Lot 8

- **Amend Rules of Procedure:** *Chairman Hiland made a motion to amend the Rules of Procedure to include the Treasurer under Section 12: Security of Town Hall and Key Issued, Selectman Ferris seconded the motion and all were in favor (3-0-0).*

**APPOINTMENTS:**

Advanced Lock & Alarm

5:30 pm

Bob McArthur gave the Selectmen an overview of the two estimates he provided to upgrade the current security and the fire system separately. A third estimate was to change the door locks to a card access system.

**Town Administrators Report:**

Chuck Merrow, Treasurer and Rick Hiland have been signed up for the budget class presented by NHMA on September 26.

The Town Administrator is registered to attend the Local Public Agency training and certification class on October 24.

The Selectmen's annual meeting in Wonalancet has been scheduled for September 18 at 4:00 p.m.

The painting of the trim around the town hall offices is complete. A request for quotes will be sent for the vinyl siding repairs.

Josh McAllister, HEB Engineers and Curtis Coleman (Road Agent) are scheduled to meet with the Selectmen on September 25 to discuss the draft street standards.

A letter has been drafted to Sabrina Moulton informing her of the junkyard violation at 5 Moulton Drive. It will be mailed certified with return receipt.

The Town Administrator has been working to revise the Building Permit Administrator's job description. The Board will work on setting the fees and compensation for the position.

Selectman Ferris reported receiving complaints from residents of Bald Hill Rd. because of the noise of the band(s) playing at the White Mountain Moose Club and excessive parking along Route 16 making it difficult to exit Bald Hill Rd. A call was placed to the Madison Selectmen's office and the NH State Police, notifying them of the complaints.

An E-911 discrepancy was brought to light and the Town Administrator worked with the E-911 mapping division to resolve the issue. A new E-911 address was applied for an existing property in Albany.

Jason Call (Assessor) e-mailed to suggest the Selectmen file for an extension for the MS-1 (assessing report) because the Department of Revenue has not set their preliminary values for PSNH/Eversource. The extension has been approved until September 30.

The new Treasurer, Chuck Merrow, continues to make changes to processes hoping to streamline them. He is making good progress. Chairman Hiland would like a budget update in September. He would also like Chuck to meet with the Board periodically throughout the year.

**Old Business:**

- **Building Permit Administrator Job Description-** in process- Chairman Hiland would like to see what other towns are charging for their permits.
- **NH State Surplus** – Chairman Hiland picked up three office chairs and a locking cabinet.
- **Town Hall – building maintenance** – see Town Administrator’s report above.
- **NH State Bridge Aid** – in process
- **Chapel Committee/Historical Society** – Peter Donkonics reported he has completed inventory of the basic items in the chapel. He discussed steps to dissolve the Historical Society and what can/may be done with the inventory. Peter submitted his complete report and reviewed his conclusions and suggestions with the Board.  
*Selectman Ferris made a motion to appoint the chapel committee to submit IRS forms on behalf of the Historical Society and with the appropriate documentation, request forgiveness of any fees, Chairman Hiland seconded the motion.* Peter stated, the authority could not be transferred to the chapel committee. It must be done by the last know Historical Society members. Peter added the Historical Society nonprofit status has been revoked. *Selectman Ferris moved the vote.* Chairman Hiland asked Peter to reach out to the IRS for guidance as to how to resolve this. *Selectman Ferris was in favor, Chairman Hiland and Selectperson Ryan were against (1-2-0).*
- **Security/Fire system upgrade** – see appointments above – Advanced Lock & Alarm.
- **Federal Land Access Program (FLAP)** – in process
- **Business Roundtable meeting** – TBD
- **Road Standards update** – HEB Engineering – meeting September 25.
- **Cable TV contract (2021)** – in process
- **North Country Council** – *Chairman Hiland made a motion to appoint Peter Donkonics as Commissioner to the North Country Council, Selectman Ferris seconded the motion and all were in favor (3-0-0).*
- **Carroll County Broadband** – Chairman Hiland and Steve Knox met with the Conway Board of Selectmen. Mary Seavey was appointed to the Committee and John Colbath was appointed as an alternate. The next meeting will take place at the Wakefield Town Hall on September 18 at 10:30 a.m.
- **Policy for non-profit petitioned warrant articles:** Review draft

- **Route 16 Moulton property** – reviewed letter of junkyard violation.
- **110 Golden Oaks Rd.** – the Town Administrator will contact the park manager to see what it will take to get a writ of possession for the mobile home in question.
- **Treasurer’s duties** – see Town Administrator’s report above.
- **Vendor/Vending cart ordinance** – no action taken.
- **Zoning Ordinance recommendations** - *Chairman Hiland made a motion to recommend to the Planning Board, the removal of the \$5.00 sign permit fee from the Albany Zoning Ordinance, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*
- **Tax Deed & Property Auctions** - in process

**Other Business (and Board reports):**

**Planning Board – Rick**- next meeting September 9

**NHMA – Rick** – nothing to report -a broadband summit is planned at St. Anslem’s college at the end of October. Chairman Hiland has been invited to participate in their roundtable. There are three Director positions open.

**Conservation Commission – Cathy** – extra locks have been distributed to the remote airplane club and the farmers.

**School Board – Joe** – the manifest has been signed in the amount of \$352,000.

**Other:** Chairman Hiland spoke with Conway Finance Director, Lilli Gilligan. Lilli expects there will be an increase in the solid waste budget in 2020. She will submit Albany attendance numbers for the Rec. Center by the end of the year for the Selectmen to review. She expects this budget to increase as well because Eaton did not participate in 2019.

**Correspondence:** NHDOT-2020 Route 16 project

Invitation to the Mount Washington Valley Adult Day Care Center

**Public Comment:** Dorothy reported the no parking cones on Moat View Drive are missing.

**Next Meeting:** September 4 at 5:00 P.M.

**Adjournment:** At 7:09 p.m., *Chairman Hiland made a motion to adjourn, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*

Respectfully Submitted,

Kathleen Golding  
Town Administrator