

# Albany Selectmen's Meeting Minutes

**Albany, New Hampshire  
 September 25, 2019**



**Call to Order:** At 5:30 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: Josh McAllister and Curtis Coleman

**New Business:**

- **Approval of September 18 minutes:** *Selectman Ferris made a motion to approve the September 18 minutes, Selectperson Ryan seconded the motion. Selectperson Ryan made a motion to amend the minutes to include all public attendees at the Wonalancet meeting and to add the adjournment time of 5:30 p.m., Selectman Ferris seconded the motion and all were in favor of the amendment (3-0-0). The main motion was called to a vote and all were in favor (3-0-0).*
- **Approval of the tabled consent file from September 18:** *Selectman Ferris made a motion to approve the consent file from September 18, 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).*

Reviewed & signed manifest/checks	\$6,835.71
Reviewed & approved one building permit	Map 9 Lot 103

**APPOINTMENTS:**

**Curtis Coleman (Road Agent) and Josh McAllister (HEB Engineers): 5:30 pm**  
 Chairman Hiland requested Josh create a clearer plain view of the driveway drawing in the Street Standards. They would like it to be understandable to the lay man. Josh replied he would adjust the drawing and send it to the Selectmen's office.

Chairman Hiland asked Josh and Curtis to review Passaconaway Rd. and decide what section should be repaired next. He would like to have a plan ready for when the next call for projects opens in the FLAP program. Josh said he has reviewed and outlined everything. The decision would be to figure out how much money the Town would like to apply for and then decide how far that amount would take the project.

Selectperson Ryan told Curtis she is pleased with the paving that has taken place on Tabor Circle. Curtis told the Board the next paving project will take place on Red Eagle St.

Josh and Curtis left the meeting.

### **Town Administrators Report:**

The manifest process is still in progress. Rhonda Rosand will come to the office next week to answer QuickBook questions for the Treasurer.

The Tax Collector has filed in small claims court for manufactured housing taxpayers who are severely delinquent.

The assessor is still waiting for the DRA to release their utility values before the MS-1 can be drafted and printed.

### **Old Business:**

- **Building Permit Administrator Job Description** – *Selectman Ferris made a motion to approve the Building Permit Administrator job description, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*
- **NH State Surplus** – in process
- **Town Hall – building maintenance** – Ray Desmairas will try to submit a quote (he is very busy) – Rick Hurd has been contacted and he will submit a quote.
- **NH State Bridge Aid** – in process
- **Chapel Committee/Historical Society** – in process
- **Security/Fire system upgrade** – *Selectman Ferris made a motion to approve the proposals submitted by Advanced Lock & Alarm, Selectperson Ryan seconded the motion. Chairman Hiland noted Advanced was cheaper. Selectperson Ryan felt it was important to keep these services local and with Pope Security. The motion was called to a vote. Chairman Hiland and Selectman Ferris were in favor, Selectperson Ryan was against (2-1-0).*

- **Federal Land Access Program (FLAP)** – Memorandum of Agreement will be sent to Albany. A warrant article will be drafted in preparation of Albany’s expense. A meeting will be set up with Town Counsel to ensure its legality.
- **Business Roundtable meeting** – TBD
- **Road Standards update** – *Selectman Ferris made a motion to approve the Street Standards for Design and Construction, Selectperson Ryan seconded the motion and all were in favor (3-0-0).* The Planning Board will be notified of the approval and a request for the Planning Board to give final approval at their next meeting.
- **Cable TV contract (2021)** – Chairman Hiland has been in contact with the Government Affairs Department of Spectrum. They referred him to another contact. Chairman Hiland sent tentative meeting dates to this contact and he has not heard back yet.
- **Policy for non-profit petitioned warrant articles**: discuss October 2
- **Route 16 Moulton property** – *Chairman Hiland made a motion to direct the Town Administrator to call the property owner to get answers as to their intentions to bring their property into compliance. If there is no reply, a vote will be taken next week for the Selectmen’s next course of action, Selectman Ferris seconded the motion and all were in favor (3-0-0).*
- **110 Golden Oaks Rd.** -waiting for ownership documentation
- **Treasurer’s duties** – in process
- **Vendor/Vending cart ordinance** – discuss October 9
- **Zoning Ordinance & Sign ordinance recommendations** – request sent to Planning Board
- **Tax Deed & Property Auctions** – in process
- **Small Claims Court** – in process

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

**Planning Board – Rick-** next meeting October 14

**NHMA – Rick** – at the Board of Directors meeting, tax rate setting was discussed as well as the proposed state budget that has now passed as of today. New LSRs are coming in.

**Carroll County Broadband – Rick** – a meeting was held in Wakefield. Chairman Hiland and Steve Knox met with a company named GWI. The president and CEO of the company is Kerem Durdag. His company handles 18 communities in Maine. His business plan is to expand into New Hampshire and Carroll County. Steve and Rick were impressed by his presentation. Kerem thinks it can be accomplished with no taxpayer money and he would like to help with the feasibility study as the grant that was applied for has been approved.

A second meeting took place on the same day with Chris Lynch of Matrix DG from New Jersey. Carol Munroe attended both meetings. Chris was interested in hand picking communities to work with. Steve and Rick want to sell the whole county, not just certain communities. They learned a lot as they were great meetings. Madison is now on board and has appointed a representative and an alternate. Bartlett has shown support. They are looking for a representative. The committee has not heard back from Jackson yet. The next meeting will be held in October.

**Conservation Commission – Cathy** – Chairman Hiland received a call from one of the farmers to let him know they will be having a load of manure delivered in case anyone complained about the smell.

**School Board – Joe** – SAU 9 Joint Board meeting is to be held tomorrow night.

**Other:** North Country Council will hold their annual meeting on October 24. Chairman Hiland suggested the Town pay for Steve Knox's wife's attendance as well. The Town Administrator reminded the Board of the second representative to the North Country Council who was just appointed. He may want to attend. This will be placed under old business for discussion next week.

**Correspondence:** The Bank of NH will be building a new branch behind their current building as the Town of Conway will be occupying their current location in the future. While construction is ongoing, their drive thru service will be unavailable.

**Public Comment:** None

**Next Meeting:** October 2 at 5:30 p.m.

**Adjournment:** At 7:04 p.m., *Chairman Hiland made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor (3-0-0).*

Respectfully Submitted,

Kathleen Golding  
Town Administrator