



# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
June 24, 2020 at 5:30 P.M.

- 1. Call to Order:** Chairman Hiland called the meeting to order at 5:35 p.m.

The meeting may be live-streamed at [www.TownHallStreams.com](http://www.TownHallStreams.com) and you may participate by calling 1-480-660-5317. Conference Code: 540682

- 2. Pledge of Allegiance:** The Chairman led the meeting in the pledge
- 3. Attendance:** **In Person:** Chairman R. Hiland, Selectperson Ryan, Town Administrator K. Collins **By Phone:** Selectman Ferris (alone in the room)

- 4. New Business:**

- A. Approval of June 17, 2020 minutes**

Selectman Ferris made a motion to approve the minutes of the June 17, 2020 Selectmen's Meeting, as presented. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

- B. Approval of June 24, 2020 consent file**

- Review & Sign manifest in the amount of \$ 6,108.04
- Review, approve and authorize Chair to sign pistol permit
- Review, approve and sign (2) Yield Tax bills & warrants for M7, L65 and M7, Lots 103 & 104

Selectman Ferris made a motion to approve the June 24, 2020 consent file, as presented. Selectperson Ryan seconded. Discussion: The Board reviewed the manifest. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

- C. Review and discuss deed list and authorize waivers of tax deeding**

The Board reviewed the deed list as provided by the TC/TX. They are waiting to take action on deed waivers until the TC/TX can provide them with a list of those taxpayers who are on a payment plan.

Board requested this be put under old business for the next meeting

**D. Review and discuss supplies needed for the September Primary and November Presidential Election, as well as holding a meeting with election officials on Tuesday, June 30 at 5:30 p.m.**

The Moderator has reached out to meet with the Board either next Tuesday or next Wednesday, July 1, 2020. Chair will discuss this with Moderator, and see about having the Supervisors of Checklist, Town Clerk and possibly Ballot Clerks at that meeting.

**5. Town Administrators Report:**

**A. Discuss staffing for 4<sup>th</sup> of July holiday, observed on Monday, July 6, 2020**

The Town Administrator noted she will be in on Monday, July 6, 2020

**B. The Town has received \$2010.96 GOFERR (CARES Act) grant**

The Town Administrator made the Board aware that the Town received a check for \$2,010.96 under the CARES Act to reimburse for expenses related to the COVID-19 pandemic.

**C. Review letter TA sent to White Mountain Waldorf School regarding their 2020 tax exempt status.**

The TA made the Board aware that she has sent a letter to the Waldorf School reminding them that they need to file an A9 and A12 form to keep their education tax exemption for 2020. The forms were due April 15<sup>th</sup>.

**D. The TA just received a letter from NH DES noticing that the Waldorf School is out of business**

The TA noted that DES has deactivated the Waldorf School's public water license and the reason stated on the DES letter is because the school is out of business.

**E. Review and discuss assigning the TA to staff the Zoning Board of Adjustment per Chairman Davis' request**

The Chairman of the Zoning Board spoke to the TA about contacting the members to see when they might be ready to hear the case before them and to post the notices, send the abutters notices, etc. The Board is not in favor of the TA staffing the Zoning Board and asked her to send the entire ZBA a memo suggesting that the Chair call a meeting in order for them to get organized and divide up the work to be done. They are a separate autonomous board and the case before them is an appeal from a denial from the selectboard. Selectman Ferris agrees that they need to start acting as a separate board as they were designed. Chairman Hiland suggested this to Chairman Davis. Chairman Hiland also believes that the ZBA should meet at least once a year to get organized and review any new legislation. The Board is in full agreement.

TA will write the memo and the BOS will review it before it goes out.

Chairman Hiland would be happy to help set up the conference calling or they could all meet in the larger meeting room and the meeting won't be recorded and they have to take minutes.



**6. APPOINTMENTS:** none.

**7. Old Business:**

**A. Appointments to Town Boards & Commissions:** Planning Board, ZBA, Conservation Commission

**B. Town Fees & Fines Review & Update:** Sign, Building Permits, etc. – Chairman Hiland will meet with Peter Carboni and put together a current vs. recommended fee schedule and draft something for the Board's review.

**C. Select Board meetings:** – decide on when to go to 2 meetings per month

**D. NH State Surplus** – in process

**E. NH State Bridge Aid** – Drake Hill Rd bridge - in process

**F. Chapel Committee/Historical Society** – in process

**G. Federal Land Access Program (FLAP)** – in process – waiting on MOA

**H. Business Roundtable meeting** – TBD

**I. Cable TV contract (2021)** – in process

**J. Route 16 Moulton property** – in process

**K. 110 Golden Oaks Rd** -waiting for ownership documentation

**L. Vendor/Vending cart ordinance** – in process

**M. Library cards:** Vouchers design

**N. Process for making town hall campus 'no smoking' (added at 6/10 meeting)** – the TA has not made any progress on this yet.

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

**A. Planning Board** – no meeting yet. Next meeting is 2<sup>nd</sup> Monday of July

**B. NHMA – Selectman Hiland** – BOD meeting last Friday. Had a presentation from George Lagos who is the Chairman of the NH Retirement System. He provided a synopsis of the effect of COVID-19 on the retirement system.

**C. Carroll County Broadband – Selectman Hiland** – HB1111 has passed and moved on. The grant application RFP has come out and the project has to be completed in 4 ½ mos. They will give you 10% and you get the 90% after December 15 and all projects must be done by December 15. Only municipalities with a utility can apply. One of the pieces of legislation allows the creation of a district which could be an entity for the grant.

The survey meeting is set for tomorrow. Hosted by Rural Innovations which is one of three of the companies that applied. This committee meeting will be a kick off for the survey. The survey will be on the North Country Council's website. Chairman Hiland would like a motion to allow us to put the URL for the survey on our website. Chairman Hiland made a motion to allow the CC Broadband Committee put the link to the survey on the Albany Town website. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.** The survey will be on until the end of July, perhaps longer.

**D. Conservation Commission – Selectperson Ryan** – Nothing to report, the next meeting is on July 7.

**E. School Board – Selectman Ferris** –

**F. Other:** Review and sign letter of appreciation to Mr. Brown. The Board signed the letter to Mr. Brown.

**9. Correspondence:**

**A. Review and discuss email regarding parking in Wonalancet**

Chairman Hiland mentioned that they had a meeting regarding this issue back in 2017. Selectman Ferris noted that most of the parking issues are coming from the US Forest Service trails. The road up there goes through (3) towns. The only place we could put up no parking signs is in the Albany stretch. Chairman Hiland recommended that they speak to Sandwich as well. Chairman Hiland also directed them to the Town's website to review the parking ordinance and the list of fines. Chairman Hiland asked him to check with his group and make sure they want to do this. He also reminded him of the annual meeting and he thought it would be sometime towards the end of September. Right now it is in Doug's hands for a recommendation.

**10. Public Comment:** none

**11. Next Meeting:** July 1, 2020 at 5:30 PM at Albany Town Hall, electronically

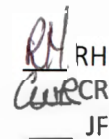
**12. Non-Public Sessions:**

#1. Non Public Session under RSA 91-A:3, II (c), which may affect the reputation of someone, other than a member of the board.

Chairman Hiland made a motion to go into Non Public Session at 6:20 p.m. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Decision made in Non Public Session: one member of the selectboard and either the Health Officer or Deputy Health Officer will be conducting an inspection of the property located at 1510 Passaconaway Road.

Chairman Hiland made a motion to leave Non Public Session and seal the minutes at 6:30 p.m. at Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

 RH  
JCR  
JF

#2. Non Public Session under RSA 91-A:3, II (c), which may affect the reputation of someone, other than a member of the board. (TC/TX)  
Chairman Hiland made a motion to go into Non Public Session at 6:30 p.m. Selectman Ferris seconded. . **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

The Town Clerk/Tax Collector, DeAnn LeBlanc has accepted a full time position with the Town of Conway and her hours will be changing effective Monday, June 29, 2020. The Board has instructed the TA to draft an employment ad for a deputy town clerk/tax collector.

Chairman Hiland made a motion to leave Session 2 at 6:55 p.m. Selectman Ferris seconded. . **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

**13. Adjournment:** Selectman Ferris made a motion to adjourn the meeting at 6:56 P.M. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Respectfully submitted by:  
Kelley A. Collins  
Town Administrator