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# Albany Selectmen's Meeting Minutes

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

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

2. **Pledge of Allegiance:** Chairman Hiland led the meeting in the Pledge

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

3. **Attendance:** **In Person:** Chairman R. Hiland, Selectperson C. Ryan and Town Administrator, K. Collins **By Phone:** Selectman J. Ferris and resident/Chapel Committee Chair D. Solomon

#### 4. **New Business:**

A. **Approval of July 22, 2020 minutes, including one set of sealed Non Public Session minutes.**

Selectman Ferris made a motion to accept the minutes of the July 22, 2020 Selectmen's Meeting, including one set of sealed, Non Public minutes, 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 August 5, 2020 consent file**

\_\_Review & Sign manifest in the amount of **\$16,028.89**

\_\_Review & Approve, sign building permit for carport at M8, L56

Selectman Ferris made a motion to approve the consent file as presented.

Selectperson Ryan seconded. Discussion: The payment manifest includes \$7K to buy a lien, (2) weeks of payroll including monthly checks, and miscellaneous accounts payable. The building permit has been reviewed and approved by the Building Permit Administrator, P. Carboni.

**Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

C. **Review, approve and sign Yield/Timber Tax bill and warrant for M6, L104**

The Board reviewed the bill and warrant for the timber cut on M6, Lot 104. The bill and warrant were signed. Selectperson Ryan made a motion to approve the timber tax bill and warrant for M6, L104. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

**D. Review, discuss and approve/deny request for appeal of two “camping in prohibited area” ticket**

There are two requests for abatement of camping tickets. The first is a family who did not know they could not camp within ¼ mile of the road and the second request is for (3) people who camped with someone and he takes full responsibility for not understanding the rules and just doesn't want his friends penalized for his mistake.

Chairman Hiland made a motion to deny the abatements. Selectman Ferris seconded. Discussion: Chairman Hiland noted that we have denied previous abatement requests. Chairman Hiland feels that we should trust the deputy's judgement in these. The Board was in agreement to support Deputy Rowe.

**Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

**E. Review, discuss and approve/deny (3) payment plans for taxes on deed list and/or execute deed waivers**

The Board reviewed the payment plan(s).

Chairman Hiland made a motion to approve and execute deed waivers for Stephen Collins 110 Gold Oaks Road, Megan Chandler, 152 Golden Oaks, Wayne and Janice Buzzell 116 Golden Oaks, Vikki Tinkham 23 Tabor Circle, and Chad Varney Golden Oaks, Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye.

**Motion passed 3-0-0.**

Chairman Hiland made a motion to approve (3) payment plans, Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

**F. Review and discuss, approve, sign letter to the Sheriff requesting a 4-hour directed patrol of Lower Falls for the rest of the summer (through Labor Day)**

The Town Administrator noted that there seems to be a lot of illegal activity at the Lower Falls on weekends, based on the camping, possession of alcohol and parking tickets coming out of that area. Based on that activity it may be wise to ask for a directed patrol of 4 hours on a Saturday or Sunday through Labor Day. Selectman Ferris asked why they aren't already taking care of this. **Selectman Ferris thinks this is a good idea but asks why the forest service is allowing this problem and why aren't they picking up the cost of additional patrols?**

Chairman Hiland made a motion to authorize and sign the letter. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

**5. Town Administrators Report:**

- A. Review and discuss email sent to Conway Public Library regarding necessity of obtaining a Voucher from Albany – Meeting set for 8/19/2020 Selectmen’s Meeting with Mr. Smolen
- B. Report receipt of Tin Mountains payment in lieu of taxes (PILT) of \$1500
- C. Review status of alleged dog bite. The Board reviewed the documents provided by Adopt a Pet, New England, in response to the Health Officer and Animal Control Officers’ letter. The TA has copied the State Veterinarian’s Office, as well.
- D. The Town Administrator took the liberty of revising the screening questionnaire based on recommendations from HSEM who based it on the CDC recommendations. The Board is good with the updates to the screening form

**Other:**

Chairman Hiland took this opportunity to let the Town Administrator know that he likes and appreciates the agenda packets the TA sends out before the meetings. He thanks the TA for doing this it is helpful to have the information in advance to review before the meetings.

**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.
- 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** – Peter DonKonics has a report on the Historical Society and he will attend the BOS meeting on 8/12/2020. Mr. DonKonics will be providing the report to the Board in advance.
- G. **Federal Land Access Program (FLAP)** – in process – waiting on MOA
- H. **Business Roundtable meeting** – TBD
- I. **Cable TV contract (2021)** – TA sent letter to John Maher at Charter (email and hardcopy) requesting a meeting in September to start discussions
- 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:** Will be meeting with Mr. Smolen on 8/19/2020

**N. Process for making town hall campus 'no smoking' (added at 6/10 meeting)**

- O. Review and discuss reviewing the Town's Emergency Operations Plan** – this needs to be done annually. TA will send June the updates to Health Officer and Deputy Health Officer.

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

**A. Planning Board – Selectman Ferris** – the Planning Board has a public hearing on Monday, 8/10/2020.

**B. NHMA – Selectman Hiland** – nothing

**C. Carroll County Broadband – Selectman Hiland** – still trying to get the survey done, extended another two weeks. Not getting as good a response as we had hoped. Wolfeboro has just re-written their telecommunications policy and recommends that all towns in Carroll County look to updating their policy.

**D. Conservation Commission – Selectperson Ryan** – Has nothing to report, there was a meeting but she could not attend. She notes that the farmers who are leasing the town forest are not certified organic farmers but they are following organic best practices. Someone from the ConComm or the farmers will respond to Mr. Sweeney at the Fire District. The ConComm has been approached by a yoga group that wanted to meet at the Town Forest, as well.

There is also a group that is surveying a rare plant out there and they will be surveying the population of the plant again this year.

Selectman Ferris asked if the Commission talked about the removal of trees from the river. They did talk about this at their June meeting and C. Ryan noted that they were supposed to look into this.

**E. Other: none**

**9. Correspondence:**

**A. Review and discuss notice from the Town of Conway regarding The Household Hazardous Waste Collection Day on Saturday, September 26<sup>th</sup> from 8:00 – 11:30 a.m.**

TA will put the notice on the website and she will send the notice to Dorothy for inclusion in her column.

**B. Review and discuss Charter Communications letter regarding upcoming changes to service. There are some additions and some deletions.**

**C. Review notification from NH DOT of renewal of a driveway permit for M6, L30**

**D. Review notification from NH DOT of estimated amount of Highway Block Grant funds**

**10. Public Comment:** none

**11. Next Meeting:** August 12, 2020 at 5:30 PM at Albany Town Hall

**12. Non-Public Sessions:**

1. Non Public Session under RSA 91-A:3, II (b) the hiring of a public employee  
Chairman Hiland made a motion to go into Non Public Session under RSA  
91-A:II (b) at 6:29 p.m. Selectperson Ryan seconded.

**Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye;  
Selectman Ferris – aye. **Motion passed 3-0-0.**

DeAnn LeBlanc joined the Non Public meeting at 6:29 p.m.

The Board discussed hiring a Deputy Town Clerk/Tax Collector. No decision  
was made in Non Public Session.

Chairman Hiland made a motion to seal these minutes for 60 days.  
Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye;  
Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Chairman Hiland made a motion to leave NP Session at 7:23 p.m. Selectman  
Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson  
Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Chairman Hiland made the motion to seal the minutes of the immediately  
preceding Non Public Session for 60 days. Selectman Ferris seconded. **Roll  
Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman  
Ferris – aye. **Motion passed 3-0-0.**

**13. Adjournment:**

Chairman Hiland made a motion at 7:25 p.m. to adjourn. Selectperson Ryan  
seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan –  
aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Submitted by

Kelley A. Collins  
Town Administrator