



Albany Selectmen's Meeting Minutes

Albany, New Hampshire
January 6, 2021 at 4:00 P.M.

- 1. Call to Order:** Chairman Hiland called the meeting to order at 4:03 p.m.

Note: This meeting may be streamed at www.TownHallStreams.com and to participate you may call 1-480-660-5317. Use conference code 540682

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

- 3. Attendance: In Person:** Chairman R. Hiland, Selectman J. Ferris, Selectman G. Zeiders, Treasurer C. Merrow, Road Agent C. Coleman, Town Administrator (TA) K. Collins; **By Phone:** Chapel Committee Chair D. Solomon

- 4. New Business:**

- A. Approval of December 30, 2020 Selectmen's Meeting minutes**

Selectman J. Ferris made a motion to approve the minutes of the December 30, 2020 Selectmen's Meeting, as presented. Selectman Zeiders seconded. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.**

- B. Approval of January 6, 2021 consent file**

___Review & Sign manifest in the amount of \$ **19,333.50**, this includes items from 1/6/2021

___Review, discuss and approve driveway permit for Map 9 Lot 156 Moat View Drive

Selectman J. Ferris made a motion to approve the consent file of January 6, 2021, as presented. Selectman Zeiders seconded. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.**

- 5. Town Administrators Report:**

- A. Review & discuss correction to audit RFP bid list**

The Town Administrator explained that she made a mistake in the original bid tabulation presented by leaving out a vendor who did submit by the required deadline. However, that proposal was missing the required three additional years (2023-2025) that were specified in the

RFP. The TA provided the Board with an updated bid tabulation spreadsheet including Graham and Veroff from Laconia NH. *Chairman Hiland made a motion to continue with the award of Roberts & Greene, LLC. Selectman Ferris seconded. Roll Call Vote:* Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.**

B. Review & discuss update on status of repairs to TH building

TA update the Selectmen with regard to the insurance claim filed due to damage to the roof by oil delivery. The claim was filed with Primex and we have a \$1000 deductible. The work may be right around \$1000. White Mountain Oil is willing to reimburse us to have the damage repaired rather than having us file a claim and then them filing a claim. The TA has spoken to the gentleman that buttoned the building up after it was damaged and he is willing to do the repair but not until after January 29th. She has made a note to call him on February 1st. The Board did discuss whether they should continue to look for a contractor, but for now they will wait to see if Mr. Elise is available at the beginning of February.

6. APPOINTMENTS: Meet with Road Agent, Curtis Coleman, to review and discuss the possibility of a road paving bond issue in 2021

Road Agent Curtis Coleman noted that we are spending an additional \$50K per year for paving in addition to the regular operating budget. He is here tonight to talk about what we want to do, how we want to do it and what the cost will be, with regard to paving for 2021. **Bald Hill Road** – we have done some work on Bald Hill, it is in need of an overlay from Stacey Hill. That is a section of road that really needs to be overlaid. This would be #1 or #2 on this list. He has done some drainage and ditching on that road. The road itself is pretty good, it doesn't have a lot of rocks sticking through, it's mostly just paving. The road is starting to delaminate, which is what happens over a road's lifetime. It will need some minor grinding of the center line and shimming over it. It was maybe paved in 2010. It is a section that is well travelled. **Chase Hill Road** – The Road Agent would put this at the bottom of the list. He is looking at the paved section from Taylor's driveway down to the Inn. This would just be a standard overlay project. **Drake Hill Road** – It is a long road and therefore it is more expensive. Some of it needs more work than the rest. The first part would just be overlay, once you get up to the hill and up by World Fellowship it needs overlay and under drain work. None of these projects would pave anything that isn't already paved. Selectman Ferris asked why not pave the dirt portion. C. Coleman noted it is 12 – 14 foot in places and it needs to be 22 feet wide. Most towns are not adding pavement right now. C. Coleman thinks this would be in the top 3. **High Street** – there is a section paved that needs gravel on the shoulders and overlay what is already paved. **Moat View** – C. Coleman notes this is

probably on the top of the list. Needs drainage improvements, needs to be ground up and reclaimed and then pave 22 feet wide. Right now there are parts that are 24 feet wide and some that is 26 feet wide. We would take it back to 22 feet. C. Merrow asked if there is any concern with doing it while there is still building going on. There are people stacking lumber on the side of the road while they are building, that will have to be addressed. It is in rough shape and there are probably a dozen lots still available in there. The biggest problem in the town is the logging on town roads. **Town Hall Road** is just another quick overlay. The amounts C. Coleman has come up with are the numbers they are seeing in the industry right now, he is comfortable with these costs. He did note that asphalt is a petroleum product, so prices change.

Chairman Hiland asked C. Coleman to rate the order the roads should be done in. Moat #1, part of Drake Hill would be #2 and then Bald Hill Road. A lot of Drake Hill Road is the oil. #4 would be Town Hall Road (C. Coleman will do something with this road either way). High Street would be #5 and Chase Hill would be #6. C. Coleman noted if we did it alone Town Hall Road paving would be \$30K instead of \$23K. Just for planning purposes we would be saving about 20% to do it all at once.

Chairman Hiland also noted there would be additional costs for engineering and bond counsel.

Selectman Zeiders asked what are we looking at for the life of these roads if we do this work? If we do the Moats project, you would be looking at 10- 12 years. Bald Hill was done 10 years ago and look at where we are.

Curtis Coleman noted that we have gotten to the point where things are starting to wear out all at the same time.

The only major road we are not looking at here is Passaconaway, because we are hoping to do that with FLAP grants. The Chairman asked if there is any section of Passaconaway that is going to need attention in the next couple of years. C. Coleman noted there is a section out where there are no houses, but they did do quite a bit of work on a really bad section this past summer.

Selectman Ferris asked if it would make sense to make the portion in the Narrows on Passaconaway Road one lane, in order to try to protect the edge there. Curtis feels that Passaconaway is doing ok but if we can get federal money to work on it why use taxpayers' money?

The Forest Service is the beneficiary of all the work on Passaconaway Road and they should not be allowed to use it for logging anymore.

There was some discussion about breaking the project down into smaller section with less bonding. There is a section of Drake Hill Road that will need to be done in the next year or so or we are going to lose that road.

Chairman Hiland wants to work on putting some numbers together and seeing where we are. He also encouraged the other Board members to do some figuring and see where we are.

7. Old Business:

A. **Chapel Committee/Historical Society** – Review and discuss deed for Chapel – this has been sent to town counsel for legal review.

The Chapel Committee met on Monday and have reviewed a few items and they need to get rid of the Historical Society and get them off the books so the Chapel Committee can manage that building. Town Counsel believes we can do what we want with that building as long as we can make it available to any descendent of the original entity. This would preclude a long term lease to anyone.

Town Counsel will put his opinion in writing to the selectmen. D. Solomon asked if we could rent it out for example for Art Exhibits. Chairman Hiland thinks it could as long as it wasn't a permanent installation. D. Solomon does not believe that the Chapel has significant historical value because of the roof that was put on it.

B. **Federal Land Access Program (FLAP)** – drilling has been completed and we have received the fully executed copy of the grant documentation.

Chairman Hiland has emailed the engineer to see if they have the conclusion of what the borings show.

C. **Cable TV contract (2021)** – Chairman Hiland has a call in to town counsel to see if they have a staff member experienced in negotiating franchise renewals. Town Counsel has a copy of the old franchise agreement and the draft of the new one.

D. **Library cards:** Review and discuss Chairman Hiland's latest revision to draft Memo of Agreement (MOA).

Chairman Hiland gave three choices for paragraph 2 and he is leaning toward choice 1 or 2. Selectman Zeiders would like to go with option one. Selectman Ferris is fine with that. Chairman Hiland noted that both North Conway Public Library and Tamworth are free to Albany residents.

Chairman Zeiders made a motion to approve memo of understanding using option one. Selectman Ferris seconded. Discussion: C. Merrow thinks this is an overly fair proposal. All we are really asking is to use the voucher system and provide us a discount that everyone other than Albany gets. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.**

E. **Parks & Recreation Services:** Review and discuss payment of \$30K balance for 2020 P & R services

Chairman Hiland received an email a couple of days ago from Town Manager, Tom Holmes. Chairman Hiland still has to look up a few things on our MS1 and review the numbers.

F. **2021 proposed Budget** – TA will send a draft of the budget after tonight’s meeting. She did send out a draft of a warrant last week.

8. Other Business (and Board reports):

- A. **Planning Board – Selectman Ferris** – TA asked Selectman Ferris to remind Chairman Wadsworth that there is a packet here for the January meeting
- B. **NHMA – Chairman Hiland** – no meeting this week
- C. **Carroll County Broadband – Chairman Hiland** – Still in the process of putting together RFIs. Albany’s went in the mail.
- D. **Other:**

9. Correspondence:

- A. **Review and discuss letter from Charter Communications regarding Upcoming Changes (3 separate letters).** The Board reviewed the letters and they are available for review.
- B. **Review and discuss White Mountain National Forest (WMNF) Schedule of Proposed Actions (SOPA) 2021 update email.** Chairman Hiland did review the SOPA and they are going to be doing some fire control work up in Wonalancet, clearing brush. There is a website where you can go to review the work to be done.
- C. **Review and discuss letter from Bank of NH closing our Tax Anticipation Note (TAN) as “paid”**
The Board reviewed the notice closing our 2020 TAN

A. **Public Comment:** no comment

B. **Next Meeting:** January 20, 2021 at 4:00 PM at Albany Town Hall

C. **Non-Public Sessions:**

- 1. Non Public Session under RSA 91-A:3, II (c)
*Chairman Hiland made the motion to go into Non Public Session under RSA 91-A:3, II (c) at 5:28 pm.. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.***

The decision made in Non Public Session was to provide a taxpayer with a written payment plan, 30 additional days to pay their 2020 property taxes with a condition.

*Chairman Hiland made a motion to leave Non Public Session and seal the minutes at 5:46 p.m. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.***

___ RH
___ JF
___ GZ

*Chairman Hiland made a motion to seal the minutes of the Non Public Session. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.***

13. Adjournment: *Chairman Hiland made a motion to adjourn at 5:50 p.m. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectman Ferris – aye; Selectman Zeiders – aye. **Motion passed 3-0-0.***

Respectfully submitted by:
Kelley A. Collins
Town Administrator