



Albany Selectmen's Meeting Minutes

Albany, New Hampshire
December 16, 2020 at 5:30 P.M.

1. **Call to Order:** Chairman Hiland opened the meeting at 5:30 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 G. Zeiders, Town Administrator, K. Collins, **By Phone:** Chair of the Chapel Committee, D. Solomon, resident, Barbara Alkalay.
Excused Absence: Selectman J. Ferris

4. **New Business:**

- A. **Approval of December 9, 2020 Selectmen's Meeting minutes**

Chairman Hiland made a motion to accept the minutes of the December 9, 2020 meeting, as presented. Selectman Zeiders seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman G. Zeiders – aye. **Motion passed 2-0-0**

- B. **Approval of December 16, 2020 consent file**

__Review & Sign manifest in the amount of \$ 74,583.48, this includes items from 12/16/2020. The manifest includes the final quarterly payment for fire service \$31K, payment to assessor for 5 year update for annual assessing services at \$34K.

Chairman Hiland made a motion to accept the consent file of the December 9, 2020, as presented. Selectman Zeiders seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman G. Zeiders – aye. **Motion passed 2-0-0**

- C. **Review and discuss the following items to encumber from the 2020 budget to the 2021 budget: Account #4500.01 Parks and Recreation - \$33,371 (see invoice) Account #4500.02 Library - \$1,800 (see invoice)**
The Town Administrator and Board reviewed the 2020 expenditure report.

Chairman Hiland made a motion to encumber these two amounts, stated above. Selectman Zeiders seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman G. Zeiders – aye. Motion passed 2-0-0

A. Review and discuss bid tabulation for RFP for auditing services

The Board tabled until Selectman Ferris can review. TA will add this to the agenda under Old Business

B. Review and discuss request from Planning Board that Selectmen contact owner of M7, L61 and obtain a “detailed timeline of action for SPR (site plan review)”

Chairman Hiland made a motion to send this letter to the owner with a copy of the memo from the Planning Board, for the TA’s signature. Selectman Zeider seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman G. Zeiders – aye. Motion passed 2-0-0

C. Review and discuss Internal Control Process, quarterly report from Treasurer

The Board has reviewed the report and would like to thank both Chuck Merrow and Kathleen Carrier as Treasurer and Deputy Treasurer.

5. Town Administrators Report:

A. Review and discuss status of copy machine in selectmen’s office

TA presented proposals for copy machine replacement for her office and TC/TX machines. *Chairman Hiland made a motion to spend \$1900 for a new 3 way printer for selectmen’s office with a service agreement. Selectman Zeiders seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman G. Zeiders – aye. Motion passed 2-0-0*

The TA asked again about how to pay the Health Officer and Deputy Health Officer for their service in 2020. They were sworn into the positions on April 23, 2020. The Board had asked the TA to check in with Cathy Ryan/Deputy Health Officer and Mrs. Ryan thought prorating the pay would be fair. *Chairman Hiland made a motion to pay the Health Officer and Deputy Health Officer their pay pro-rated for 8 months. Selectman Zeiders seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman G. Zeiders – aye. Motion passed 2-0-0*

The TA asked the Board about the starting time for winter meetings. January meetings will be at 4:00 p.m. Let’s put a call or email in to Joe after this meeting and make sure he is able to attend.

Selectman Ferris joined the meeting at 6:10 p.m. Selectman Ferris is fine with starting the winter meetings at 4:00 p.m.

6. APPOINTMENTS: None

7. Old Business:

A. **Chapel Committee/Historical Society** – Review and discuss deed for Chapel – this has been sent to town counsel for legal review. Chairman asked D. Solomon if she has anything on this. She is waiting for news from the Town Attorney. There was discussion at the CIP meeting about the potential use of that building and the fact that the Chapel needs a furnace. She wonders if it would be a good idea to look into a propane furnace for the Chapel at the same time the town reviews this for the town hall. The CIP Committee did discuss this but is waiting to see what the legal situation is with the Chapel.

B. **Federal Land Access Program (FLAP)** – drilling has been completed and we have received the fully executed copy of the grant documentation
Chairman Hiland will be in touch with the engineer.

C. **Cable TV contract (2021)** – review draft franchise agreement from Charter Communications. Chairman Hiland notes that this is a regurgitation of the last contract and Chairman Hiland is not interested in this contract. He will run this contract through town counsel.

D. **Library cards:** Draft MOU is pending.

Chairman Hiland sent an email last evening with a request to meet with the Library Trustees.

E. 2021 proposed Budget

Chairman Hiland asked the TA if there is a way to sub total just the operating budget. She stated there is and she will include that formula in a revised draft.

8. Other Business (and Board reports):

A. **Planning Board – Selectman Ferris** – Selectman Ferris missed the Monday evening meeting.

B. **NHMA – Chairman Hiland** – Board meeting on Friday of this week.

Carroll County Broadband – Chairman Hiland – the Committee just sent out another request to all the towns to send another request for information (RFI) to Charter/Spectrum. Chairman Hiland submitted another RFI request to go to Charter/Spectrum. *Chairman Hiland made a motion to approve sending that RFI to Spectrum, Selectman Zeiders seconded.*

Roll Call Vote: Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. **Motion passed 3-0-0**

The Committee also finalized a warrant article for towns to use to for planning committee for the Broadband Committee. The Selectmen need Town Meeting approval to allow the Selectboard to appoint two members to serve.

C. Other: Parks & Recreation costs – Chairman Hiland – in process- waiting on reply from Conway Town Manager and Finance Director. Chairman Hiland, Treasurer Chuck Merrow met with the Finance Director, Town Manager and Parks & Recreation Director, for Conway, to go over the 2020 bill. They are hitting us our percentage on their entire parks and recreation budget. Chairman Hiland noted, that as one member of the board, he cannot support the Town of Albany paying for the cost of the Conway’s parks. There is still some more discussion to be had.

9. Correspondence:

A. Review and discuss letter from Kevin Richardson/Superintendent of SAU #9 re: date and time of town meeting and deadline for town report

TA assumes that the meeting will be March 9, 2021 but we need to think about whether we need to move the meeting and whether that will affect the date. Chairman Hiland has spoken to the Moderator about coming up with a plan A, B and C for elections and meeting.

B. Review and discuss letter from Charter Communications regarding Upcoming Changes

The Board reviewed the letter from Charter Communications

C. Review letter from Kyle Lincoln regarding his appeal from Violation #1538

The Board reviewed the letter from Mr. Lincoln

10. Public Comment:

Barbara Alkalay has a couple of questions regarding Library services. She asked the Selectmen what the relationship is between the negotiations and 2020 payment for Library services. Chairman Hiland noted that it has been going on a long time and he has sent an email to the Trustees requesting a meeting. Chairman Hiland offered to have the TA email Mrs. Alkalay a copy of his email. As far as we know we have been going back and forth with a MOU with them and we have asked questions about how the cost of services is derived. Barbara Alkalay has a broad comment regarding library and recreation, that if you are going to decide not to participate this should be done by the residents of the Town. As far as paying them for what they

asked for this year, we asked for back up information and they refuse to give it to us. The selectmen have the fiduciary responsibility for the town. Chairman Hiland will take Mrs. Alkalay's comments under advisement.

11. Next Meeting: January 6, 2020 at 4:00 PM at Albany Town Hall. We may have to have a meeting on December 30, 2020 at 4:00 p.m.

12. Non-Public Sessions:

A. Review and discuss breach of payment plan contract under RSA 91-A:3, II (c)

Chairman Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (c); Selectman Zeiders seconded at 6:43 p.m. Roll Call Vote:

Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. Motion passed 3-0-0

No decisions were made in Non Public Session

Chairman Hiland made a motion to leave Non Public Session and seal the minutes; Selectman Zeiders seconded at 6:52 p.m. Roll Call Vote: Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. Motion passed 3-0-0

B. Review and discuss breach of payment plan contract under RSA 91-A:3, II (c)

6:52 - 6:56 p.m.

Chairman Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (c); Selectman Zeiders seconded at 6:52 p.m. Roll Call Vote:

Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. Motion passed 3-0-0

No decisions were made in Non Public Session

Chairman Hiland made a motion to leave Non Public Session and seal the minutes; Selectman Zeiders seconded at 6:56 p.m. Roll Call Vote: Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. Motion passed 3-0-0

C. Review, discuss and sign letter to owner of M6, Lot 150 regarding building without a permit, under RSA 91-A:3, II (c) 6:56 – 7:25 p.m.

Chairman Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (c); Selectman Zeiders seconded at 6:56 p.m. Roll Call Vote:

Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. Motion passed 3-0-0

Chairman Hiland made a motion to send the owner of M6, L150 a letter regarding alleged building without a permit. Selectman Ferris seconded. Roll Call Vote: Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. Motion passed 3-0-0

___ RH
___ JF
___ GZ

The Board signed the letter and the Town Administrator will send it certified and regular mail.

*Chairman Hiland made a motion to leave Non Public Session and seal the minutes; Selectman Ferris seconded at 7:27 p.m. **Roll Call Vote:** Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. **Motion passed 3-0-0.***

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

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

13. Adjournment:

*Chairman Hiland made a motion to adjourn at 7:30 p.m. Selectman Ferris seconded. **Roll Call Vote:** Chairman R. Hiland – aye; Selectman Ferris – aye; Selectman G. Zeiders – aye. **Motion passed 3-0-0***

Respectfully submitted by:
Kelley A. Collins
Town Administrator