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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
July 14, 2021 at 5:30 P.M.



**Note:** This meeting may be streamed at [www.TownHallStreams.com](http://www.TownHallStreams.com)

- 1. Call to Order:** Chairperson K. Golding called the meeting to order at 5:31 p.m.

**In Attendance:** Chairperson K. Golding, Selectman R. Nadler, Selectperson J. Spofford, Town Administrator K. Collins, Road Agent C. Coleman, Chapel Committee members D Solomon and P. DonKonics

- 2. Pledge of Allegiance:** Chairperson Golding led the meeting in The Pledge.

### **3. New Business:**

#### **A. Approval of June 23, 2021 Selectmen's Meeting minutes**

*Selectman R. Nadler made the motion to accept the minutes of the June 23, 2021 meeting, as presented. Chairperson Golding seconded. Motion passed 3-0.*

#### **B. Approval of July 14, 2021 consent file**

\_\_Review & Sign manifest(s) in the amount of \$ 12,249.94, \$3,193.33 and \$4,348.75, this includes payroll and accounts payable for 6/30/2021, 7/7/2021 and 7/14/2021, respectively.

\_\_Review, approve/deny building permit for M5, L5 pavilion at World Fellowship

\_\_Review approve/deny building permit for M5, L5 bathhouse at World Fellowship.

*Chairperson Golding made a motion to amend the consent file to include a pistol permit. Selectman Nadler seconded. Motion passed 3-0.*

*Chairperson Golding made a motion to approve the consent file, as amended. Selectman Nadler seconded. Motion passed 3-0.*

#### **C. Review, discuss and approve/deny abatement request from Eversource for 2020 property taxes.**

The Board reviewed and discussed the Eversource 2020 abatement request.

*Chairperson Golding made a motion to deny the abatement request per the recommendation of the Town's licensed Assessor, Selectman Nadler seconded. Motion passed 3-0.*

- D. Review and discuss need for Animal Control Officer, Ms. Gayer notified the TA that she will be resigning at the end of August 2021**  
The Board will give some thought to anyone who may be interested in serving in the position of Animal Control Officer.

**4. Town Administrators Report:**

**A. Review and discuss Representative Assignments per Selectman Nadler's request at previous meeting**

The Town Administrator made the Board aware that Steve Knox is the Town's Commissioner on the North Country Council (NCC) and serves on the SED Committee, as well. NCC Director noted that Mr. Knox is very active and that the NCC's annual report is available in draft form and should be available in final draft once the Commissioner's approve it. Sara Young-Knox is the Town's Representative to the Mount Washington Valley Economic Development Committee (MWVEDC) and is also active in that Committee. She would be happy to attend a meeting in August. Our Representative to the NCC Traffic Advisory Committee (TAC) has been Rick Hiland and Mr. Hiland also serves as our Representative, with Steve Knox to the Carroll County Broadband Committee (CCBC). The Town Administrator will check with Mr. Hiland to see if he would like to continue as TAC representative. Selectman Nadler noted that at one time we had (2) Commissioners on NCC and one served on the TAC and one served on the SED.

**B. Review and discuss obtaining a town credit card or increasing the amount of petty cash**

The Town Administrator noted that there are several re-occurring purchases that are now being charged to her personal debit card (i.e. Microsoft Office and Carbonite for town hall, town clerk and planning board). This is probably not ideal in the event that there is a change in staffing. In addition, the Planning Board Chair, and Town Clerk/Tax Collector are having to pay for postage for large mailings and then wait to be reimbursed. The TA recommends either getting a town credit card issued to someone and/or increasing the amount of petty cash to cover some of these expenses. Chairperson Golding is willing to have a Town credit card in her name.

**5. APPOINTMENTS:**

**A. Meet with Road Agent, Curtis Coleman, to go over plans for 2021 summer paving**

The Board met with the Road Agent, Curtis Coleman and discussed the plan for summer 2021 paving projects. The previous Board was in charge of getting budget in line to do the projects and did not consult him on budget. The main project for 2021 will be the reclamation of Moat View. The plan is

to reprocess from Dorothy Drive to the gate, grind it, add stone and gravel, regrade it all and 2 inches of overlay and more on the hill. C. Coleman is hoping that will be around \$125- \$135K. He does have some preliminary pricing but since it is more than 30 days old, he wants to update it. The plan is also to do some work to Drake Hill Road and Town Hall Road. He will also do some crack work on Bald Hill Road. The hill needs some remedial paving work. The Town Administrator noted that cash flow will be the issue. There may be a need to implement our Tax Anticipation Note (TAN).

Discuss ARPA funds – Over 2 years the Town of Albany could get up to \$78K, roughly \$39K per year. We will need a written plan for the project and it would have to qualify under the infrastructure project(s). The deadline for application is August 31, 2021.

Children at Play Signs for Pine Knoll Road. C. Coleman has the signs and will place them.

- B. Meet with Chair of Chapel Committee, Dorothy Solomon and member Peter DonKonics regarding Committee. Review, discuss and accept Chair, Dorothy Solomon's letter of resignation as Chair.** Dorothy Solomon has resigned as Chair of the Chapel Committee but will stay on the Committee. She recommends Peter DonKonics as a replacement. Mr. DonKonics is willing to be on the committee in any capacity we need him in. P. DonKonics believes they have met the charge of the original committee, other than the physical work that needs to be done on the steeple and cupola. He believes the BOS should reconstitute the committee with a new charge. The Board would like the current committee to finish the final outside work and then they will discuss re-charging a new committee.

There was some general conversation regarding the Historical Society and whether the Town has any legal responsibilities with regard to the Historical Society. The Town Administrator will forward a copy of the legal opinion on both the use of the chapel building and the historical society from the Town Attorney to the Board members and Mrs. Solomon and Mr. DonKonics.

**6. Old Business:**

- A. Chapel Committee/Historical Society** – Dorothy Solomon, Chair, has resigned as Chairperson and recommended Peter DonKonics to serve as Chair. (*see above*)
- B. Federal Land Access Program (FLAP)** – Review and discuss GeoTech report of drilling - completed in Fall 2020.  
*Selectmen took this out of order while Road Agent was here.*

The Board reviewed the report provided from the 2020 drilling as well as the recommendation for the project.

Chairperson Golding asked Road Agent what his feelings are on the GeoTech. He noted that we cannot close that Road because traffic cannot go over the covered bridge. We would still have to excavate the high side of the road to keep the road open. C. Coleman suggested talking to HEB (Josh McAllister) about what can be done to keep that road open. The Board would like the Town Administrator (TA) to invite the HEB engineer (J. McAllister) and have the Road Agent, C. Coleman attend the next BOS meeting, on July 28, 2021.

**C. Cable TV contract (2021)** – Review and discuss latest response from Charter, received on 6/2/2021

*Chairperson Golding made a motion to accept and approve the contract as presented. Selectman Nadler seconded. Motion passed 3-0.*

**D. 2020 Audit** – The Auditors have made the revisions requested by the Town. Final draft and Representation Letter provided separately. The Board reviewed the final draft of the 2020 audit and signed the representation letter.

**E. 2021 Update to Albany Emergency Operations Plan (EOP)**- It is time for the annual update/revisions to the Town's EOP (sent to Selectmen under separate cover)

The Town Administrator has prepared the annual updates to the EOP and the Selectmen reviewed and signed off on those changes.

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

**A. Planning Board – Chairperson Golding** – The Planning Board met on July 12, 2021. A little discussion about the Ground Water Pollution grant took place.

**B. Other:** The ZBA will be hearing the Profile sign appeal on July 21, 2021 at 7:00 p.m.

**8. Correspondence:**

**A. Review, discuss and accept Leah Valladares' resignation from the Conservation Committee, effective July 6, 2021**

*Chairperson Golding made a motion to accept Leah Valladares resignation from the ConComm effective 7/6/2021, with regrets. Selectman Nadler seconded. Motion 3-0.*

**B. Review and discuss notice of PILT payment in the amount of \$116,877 from the Department of the Interior for the US Forest Service land in Albany.**

The TA made the Board aware that we have already received the Forest Service's PILT.

**C. Review and discuss email from USDA Forest Service regarding updates to The White Mountain National Forest's Schedule of Proposed Actions (SOPA)**

The Board may review the SOPA on line.

**D. Review letter from School Care outlining \$1,121.44 Premium Holiday Check for health care payments made through June 30, 2020.**

The Town has received the premium holiday and has reimbursed the employee who contributed to insurance

**E. Review and discuss letter from Primex regarding changes to liability insurance coverages**

The Board reviewed the letter from Primex which outlines changes to the Town's liability insurance coverages.

**F. Review and discuss letter from Charter Communications re: Upcoming Changes**

The Board reviewed the letter from Charter Communications regarding upcoming changes to their service.

**C. Public Comment: Mr. DonKonics would like to see the Planning Board review the zoning regulations, especially as they pertain to the Town's Sign Ordinance.**

**9. Next Meeting: July 28, 2021 at 5:30 PM at Albany Town Hall**

**10. Non-Public Sessions: as necessary**

**11. Adjournment: Chairperson Golding made a motion to adjourn at 7:10 p.m. Selectman Nadler seconded. Motion passed 3-0.**

**Submitted by:**

Kelley A. Collins

Town Administrator