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Albany Selectmen's Meeting Minutes

Albany, New Hampshire
November 17, 2021 at 5:30 p.m.



This meeting may be streamed at www.TownHallStreams.com

1. Call to Order: Chair K. Golding called the meeting to order at 5:36 p.m.

In Attendance: Chair K. Golding, Road Agent, C. Coleman and Town Administrator K. Collins, D. Solomon, Selectman R. Nadler is excused due to illness and Selectperson J. Spofford phoned in to the meeting, and was alone in the room.

2. Pledge of Allegiance: Chair K. Golding led the meeting in The Pledge.

3. New Business:

A. Approval of November 3, 2021 Selectmen's Meeting minutes

Chair K. Golding made a motion to approve the November 3, 2021 Selectmen's Meeting minutes, as presented. Selectperson J. Spofford seconded. Motion passed: 2-0-0.

B. Approval of November 17, 2021 consent file

__Review & Sign manifest(s) in the amount of \$ 126,396.16 and \$ 5, 015.52, this includes payroll and accounts payable for 11/10/2021, and 11/17/2021.

__Review, approve and sign Local Approval for Construction of an Individual Sewage Disposal System for 50 Moat View Drive

Chair K. Golding made a motion to approve the November 17, 2021 consent file, as presented. Selectperson J. Spofford seconded. Motion passed: 2-0-0.

C. Review, discuss, approve and sign abatement for timber tax and sign re-vised timber tax billing for Map 9, L 24, 24-1 and 24-2

The Town Administrator noted that she made an error in the calculation of the timber tax bill and warrant, thus there is an abatement for the original bill and a revised/corrected bill.

Chair K. Golding made a motion to approve and sign both the abatement and the corrected bill. Selectperson Spofford seconded. Motion passed: 2-0-0.

D. Review, discuss, approve and appoint Katelyn Quint as Deputy Town Clerk/Tax Collector, effective 11/11/2021.

Ms. Quint met with current TC/TX and started training on 11/11/2021.

Chair K. Golding thinks she will be great for this position. She is currently willing to do the job for \$20 per hour but then would like to go to a weekly salary in 2022. Since this is how we paid the last two deputies, K. Golding is willing to do that. The pay would be \$14K annually, paid in weekly paychecks starting 1/1/2022

Chair K. Golding made a motion to appoint Katelyn Quint as Deputy Town Clerk/Tax Collector effective, November 11, 2021 at a rate of \$20 per hour. On January 1, 2022 she will go to \$14,000 annually, paid in a weekly paycheck. Selectperson Spofford seconded. Motion passed: 2-0-0.

4. Town Administrator's Report:

A. Review, discuss, approve and sign approval to withdraw funds in the amount of \$114, 142.09 from the Highway Expendable Trust Fund for 2021 paving

The Board reviewed the request for a withdrawal from the Highway Expendable Trust Fund. *Chair K. Golding made a motion to withdraw \$114,142.09 from the Highway ETF and pay it over to the general fund for 2021 paving. Selectperson Spofford seconded. Motion passed: 2-0-0.*

5. Public Hearing

To accept funds under RSA 31:95-b from the American Rescue Plan Act (ARPA). This is the second Tranche of the original grant. The amount is \$39,311.04.

Chair K. Golding opened the Public Hearing at 5:45 p.m. and noted that the Town needs to accept this second half of the ARPA grant this year so that it can still be considered unanticipated revenue. Chair K. Golding asked if there are any questions.

There being no questions, Chair Golding closed the Public Hearing at 5:50 p.m.

Chair K. Golding made a motion to accept the ARPA funds in the amount of \$39,311.04. Selectperson Spofford seconded. Motion passed: 2-0-0,

6. APPOINTMENTS:

A. Meet with Curtis Coleman regarding 2022 proposed Highway budget

The Board reviewed the Highway Department budget for 2021 and the Road Agent, Curtis Coleman's recommendations for 2022. The Highway operating budget request for 2022 is the same but some of the line items have been adjusted to more accurately reflect the need. The Road Agent also noted that Nickerson Road will be paved tomorrow 11/18/2021.

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Road Agent C. Coleman will be asking for a Warrant Article to do Bald Hill Road to Stacey Lane Road and finish Drake Hill Road. We saved almost 20% or \$50K this year just in the amount of paving we were able to do. Curtis Coleman anticipates requesting another \$100K in a WA for 2022 to continue paving. He also made the Board aware that he had to have a tree company come in and take down a tree on Ferncroft.

7. Old Business:

A. Chapel/Historical Society – The Town Attorney is working on clearing the deed to the chapel for the Town

B. Federal Land Access Program (FLAP) – Town Administrator has emailed both the Program Manager, Jacinda Russell, and the Town’s Engineer, Josh McAllister on 10/21/2021 and again on 11/15/2021.

8. Other Business (and Board reports):

A. Planning Board – Chairperson Golding – Met 11/8/2021 with Huttochia, who is looking to put up a few more tents for their employees next year. They may put up a boat rental building as well. The meeting for the CIP will be set at the end of the next meeting on December 13 at 6:30 p.m.

B. Conservation Commission – Selectman Nadler –

C. Other: Supervisor of the Checklist vacancy

Mrs. Dorothy Solomon has been trying to get specifics from Cindy Carboni for a Supervisor of the checklist and they think they have someone willing to serve.

9. Correspondence: none

10. Public Comment: none

11. Next Meeting: December 8, 2021 at 5:30 PM at Albany Town Hall

12. Non-Public Sessions: none

A. Non Public Session under RSA 91-A:3, II (a) the compensation of a public employee, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

The Town Administrator noted that she is willing to discuss her request for an increase and an additional week of paid time off in public session. She noted that it is public information once any increase is approved. The Board agreed to discuss the Town Administrator’s request for 2022 in public.

Chair K. Golding's thoughts are that according to the personnel policy employees usually get a raise in accordance with the CPI (Consumer Price Index). Chair K. Golding does not think that \$1/ hour (TA's request) is not enough for all she does to keep us informed and on track. She also notes that as of 10/31 the CPI from January to October of 2021 plus she included CPI for November and December of 2020 (just to get 12 months of data) is tracking closer to 6%. Chair K. Golding suggests a 6% increase, effective 1/1/2022 and then determining the actual CPI for 2021. If it is higher than 6% then adjust her wages to the higher amount, retroactive back to January 1st. This will bring the Town Administrator's hourly wage to \$30.74 on 1/1/2022. Chair K. Golding wholeheartedly supports that. Selectperson J. Spofford supports that too and appreciates the knowledge that both the TA and Chair Golding bring to the positions. The Board absolutely agrees to the second week of paid time off at 26 hours, as well.

13. Adjournment: *Chair K. Golding made a motion to adjourn at 6:22 pm. Selectperson J. Spofford seconded. Motion passed: 2-0-0.*

Submitted by:
Kelley A. Collins
Town Administrator