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Albany Selectmen's Meeting Minutes

Albany, New Hampshire
April 13, 2022 at 5:30 p.m.

This meeting may be viewed or streamed at:

<https://www.youtube.com/channel/UCWTUwTLWsTlivkVVcQPGU1g>

1. Call to Order: Chairperson K. Golding called the meeting to order at 5:30 p.m.

In Attendance: Chairperson K. Golding, Selectperson J. Spofford, Selectman K. Robitaille, Town Administrator K. Collins and resident D. Solomon and Videographer from Valley Vision.

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

3. New Business:

A. Approval of March 23, 2022 Selectmen's Meeting minutes

Chairperson K. Golding made a motion to approve the minutes of the March 23, 2022 Selectmen's Meeting, as presented. Selectperson J. Spofford seconded. Motion passed: 3-0.

B. Approval of March 23, 2022 consent file

__ Review & Sign manifest(s) in the amount of **\$7,015.34, \$5,407.25 and \$10,043.55**, this includes payroll and accounts payable for 3/30/2022, 4/6/2022, 4/13/2022 and 4/20/2022.

__ Review, discuss and approve/deny a building permit for a kitchen in basement at M7, L36, 41 Wildwood Road

__ Review, discuss and approve/deny extension of building permit #2021-014 various repairs and replacement of porch & new shed at 1058 Bald Hill Road (M7, L120)

__ Review, discuss and approve/deny building permit for single family ranch on 1486 Bald Hill Road (M6, L128)

__ Review, discuss and approve/deny Intent to Excavate for M7, L58 at 1351 NH Route 16

__ Review, discuss and approve/deny building permit for Huttopia M6, L49 for a wood shed that will be used for boat rental

__ Review, discuss and approve/deny building permit for Huttopia M6, L49 for demolition and replacement of 18x18' bldg. for laundry

Selectmen K. Robitaille made a motion to approve the March 23, 2022 consent file, as presented. Chairperson K. Golding seconded. Motion passed: 3-0.

C. Review, discuss and approve a design for the replacement of the “Welcome to Albany” sign as you enter Albany on Route 16 from the south, from Gemini Sign & Design

The Board reviewed and approved the design for the replacement of the “Welcome to Albany” sign from Gemini Sign. The Board approve option A with installation. The TA will order the sign.

D. Review, discuss, approve and sign, “additional” tax bill for Intent to Cut #20-003-003-T

The Board reviewed the addition tax bill for Timber cut #20-003-003-T. The additional tax is related to additional mill slips presented. The Board reviewed, approved and signed the Warrant

Chairperson K. Golding made a motion to have the Tax Collector send out the additional bill for Timber Operation 20-003-003-T, Selectman K. Robitaille seconded. Motion passed: 3-0-0.

E. Review & discuss A-9 from Tin Mountain

The Board reviewed the A-9 from Tin Mountain. The TA asked the Board if they were ok with her sending out the letter for the PILOT to Tin Mountain.

F. Review & discuss Report from NH DOT listing all State-owned and Town-owned Red List Bridges

The Board reviewed and discussed the NH DOT bridge report

G. Review, discuss and appoint Sean Wadsworth as a Member of the Conservation Commission

Chairperson K. Golding made a motion to appoint Sean Wadsworth as a member of the Conservation Commission. Selectman K. Robiatille seconded. Motion passed: 3-0-0.

H. Review, discuss and approve/deny Permanent Application of Property Tax Credits/Exemptions

The Board reviewed and discussed the PA-29 Permanent Application of Property Tax Credits/Exemptions

Chairperson K. Golding made a motion to deny the PA-29 based on the fact that the applicant is over the annual income limit of \$15,400 for a single person. Selectperson J. Spofford seconded. Motion passed: 3-0-0

I. Review, discuss and appoint Peter Carboni as a member of the Planning Board

The Board reviewed the Planning Board's recommendation to appoint Peter Carboni to another (3) year term as a member of the Planning Board. *Chairperson Golding made a motion to appoint Peter Carboni to a 3 year term as a member of the Albany Planning Board. Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

4. Town Administrator's Report:

A. Review, discuss and set dates for May and June Selectmen's Meetings.

The Board reviewed the meeting dates for May and June. Selectperson J. Spofford will be on vacation for a week in June. The May meetings will be 5/11 and 5/25. The June meetings will be held on 8 and 23 unless it is necessary to have all three selectmen present and then we the June 23 meeting may be postponed to June 29th.

B. Update the Selectboard on the status of letters to our representatives regarding potential suspension of Rooms & Meals tax for the summer.

The Board reviewed the response from the email letter that they asked the Town Administrator to send to our State Senator and State Reps regarding the Governor's potential suspension of the R & M tax for the summer. The Board was pleased with both the letter the Town Administrator crafted, and the responses from the Representatives and Senator that responded.

C. Review, discuss and approve abatement of Parking Violation #1158 from 2020

The Town Administrator explained that this Violation was issued in August of 2020. When she was checking the bin on the wall last week she found this payment had fallen into the bin and was not noticed. The payment is dated 9/29/2020 and there is no chance the bank will cash this check. Since this was her mistake, she is asking the Board to abate the fine.

Chairperson K. Golding made a motion to abate the fine for Violation #1158, Selectperson J. Spofford seconded. Motion passed 3-0-0.

D. Review and discuss purchasing services for Managing and Securing the Town's website.

The Town Administrator provided the Board with pricing information for the support of our current website. NotchNet was purchased by GreenLight and they have provided pricing on two different tiers of support.

Chairperson K. Golding made a motion to approve the agreement for the monthly update and support in the amount of \$65/month. Selectman K. Robitaille seconded. Motion passed 3-0-0

E. Review and discuss questions regarding elected officials for 2022

The Town Administrator noted that she has received two separate emails regarding some possible confusion with regard to the March 2022 elections and positions. She notes that the Board may want to clarify this with the Town Clerk.

Chairperson K. Golding would like the Town Administrator to reach out to the Town Clerk with a recommendation that the Town Clerk go back to town reports and follow from 2019 town report forward with resignations and appointments. Selectmen K. Robitaille and J. Spofford agree.

F. Review and discuss increase in rate for JP Pest Services

The Town Administrator explained that she was notified today that JP Pest Services would be raising their rate from \$69.36 to \$80 per month. She was concerned because this is a 15.34% increase and we just had a 2% increase in November of 2021. After contacting JP Pest Services they agreed to a 10% increase over pre-November price which was \$68, so they could offer us \$75. When the Town Administrator asked the price to move to every other month they stated they would hold off on increase and speak to us in Fall 2022 for a new 2023 price schedule.

The Town Administrator reminded the Board that she will be out of state from Thursday, April 14, 2022 thru Monday, April 25, 2022 and will be accessing the town computer while she is away. She has put a notice on the front door of Town Hall and on the front page of the Town's website.

5. APPOINTMENTS: none

6. 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)** – In accordance with phone call on 3/16/2022 with representative from US DOT's GeoTech team, Josh McAllister from HEB Engineering and the Town Administrator, Kelley Collins the Board has authorized the TA, Road Agent, and Town Engineer to meet with a representative from Conway Fire, CC Sheriff's Department and the School Transportation Department to discuss the feasibility of closing Passaconaway Road
- C. Review, discuss and approve pole license for Consolidated Communications** Town Administrator has sent CC the Town's application and Resolution for pole license.
- D. Review all correspondence between the Town and the owner of Map 6, Lot 91 and compliance with current zoning regulations**
The Board reviewed all the correspondence with the owner of Map 6, Lot 91. The Board asked the Town Administrator to send a letter, certified mail, to owner that he needs to move the sheds to comply with Town's

zoning set backs, or dismantle them, and that he has 30 days, from the date of the letter, to comply.

7. Other Business (and Board reports):

A. Planning Board – Chairperson Golding – The PB approved a pavilion on a piece of property that Tin Mountain acquired in 2021.

There were 2 consultations for minor subdivisions for relatives to build on land.

B. Carroll County Broadband Committee – Co-Chair of CCBC, R. Hiland provided the Town with a copy of the Feasibility Study that they commissioned

C. Other:

8. Correspondence:

A. Review and discuss (5) emails from Charter Communications regarding Upcoming Changes and Program Changes

The Board reviewed the notice from Charter Communications

B. Review and discuss letter from Purple Heart Community Project

The Board reviewed the letter from the Purple Heart Community Project. Selectman K. Robitaille will research what is required to be a Purple Heart Community.

9. Public Comment: Mrs. Dorothy Solomon noted that as a resident of the Moats there is a small tree standing over the road. She asked whose responsibility that tree would be. She is concerned it could fall into the roadway. She noted that coming from the Kanc as you turn onto the road there is a tree hanging over the road. Chairperson K. Golding will reach out to Curtis Coleman/Road Agent.

10. Non Public Session under RSA 91-A:3, II as necessary

A. The Board will meet in Non Public Session under RSA 91:A:3, II (a) the compensation of a public employee.

Chairperson Golding made a motion to go into Non Public Session under RSA 91-A:3, II (a) at 6:16 p.m. Selectman K. Robitaille seconded. Roll Call Vote: Chairperson Golding – aye, Selectperson J. Spofford – aye, Selectman K. Robitaille – aye.

There was no decision made in Non Public Session

Chairperson Golding made a motion to leave Non Public Session under RSA 91-A:3, II (a) at 6:46 p.m. Selectman K. Robitaille seconded. Roll Call Vote: Chairperson Golding – aye, Selectperson J. Spofford – aye, Selectman K. Robitaille – aye.

B. The Board will meet in Non Public Session under RSA 91-A:3, II (c) a matter, which if discussed in public may adversely affect the reputation of a person, other than a member of the body or agency. (hardship abatement/elderly exemption)

Chairperson Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 6:46 p.m. Selectman K. Robitaille seconded. Roll Call Vote: Chairperson Golding – aye, Selectperson J. Spofford – aye, Selectman K. Robitaille – aye.

The Board reviewed a hardship abatement and denied said abatement. Chairperson Golding made a motion to leave Non Public Session under RSA 91-A:3, II (a) at 6:51 p.m. and seal the minutes indefinitely. Selectman K. Robitaille seconded. Roll Call Vote: Chairperson Golding – aye, Selectperson J. Spofford – aye, Selectman K. Robitaille – aye.

11. Next Meeting: April 27, 2022 at 5:30 PM at Albany Town Hall

12. Adjournment: Chairperson Golding adjourned the meeting at 6:52 p.m.

Respectfully submitted by:
Kelley A. Collins
Town Administrator