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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
August 24, 2022 at 5:30 p.m.

- 1. Call to Order:** Chair K. Golding opened the meeting at 5:31 p.m.

This meeting may be viewed or streamed at:

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

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

- 3. New Business:**

- A. Approval of August 10, 2022 Selectmen's Meeting minutes**

*Selectman K. Robitaille made a motion to accept the minutes of the August 10, 2022 Selectmen's Meeting minutes, as presented. Chair K. Golding seconded.*

**Motion passed: 3-0-0.**

- B. Approval of August 24, 2022 consent file**

\_\_ Review & Sign manifest(s) in the amount of \$153,231.23 and \$-151,831.41, this includes payroll and accounts payable for 8/17 and 8/24/2022.

\_\_ Review, discuss and approve/deny a residential building permit for M6, L44, at 36 Wildwood Road

*Selectman K. Robitaille made a motion to accept the August 24, 2022 consent file, as presented. Selectperson J. Spofford seconded. Motion passed: 3-0-0.*

- C. Review and discuss management letter from Auditors, pertaining to 2021 town audit**

The Board reviewed the management letter from the Auditors for the 2021 town audit.

- D. Review, discuss and approve Application for a Vending Cart/Vehicle Permit from Mr. Griggs for 2022 apple season**

The Board reviewed, approved and signed the Application for a Cart/Vehicle Permit from Mr. Griggs.

*Chair K. Golding made a motion to approve the Vending Cart/Vehicle Permit for Mr. Griggs, K. Robitaille seconded. Motion passed: 3-0-0.*

**E. Review and discuss legal opinion regarding closing the Town of Albany Party Fund**

The Board reviewed and discussed the legal opinion regarding closing the Town of Albany Party Fund.

*Chair K. Golding made a motion to close the Albany Party Fund and put the proceeds in general fund. K. Robitaille seconded. Motion passed: 3-0-0.*

**F. Review and discuss appointment(s) to North Country Council Commission and Transportation Advisory Committee (TAC)**

The Town Administrator noted that Steve Knox has been appointed as a member of the Commission and is participating in their meetings. The Executive Director, Michelle Moren-Gray suggested having the Planning Board recommend an Alternate to the Commission and then the Selectmen can appoint. In addition, the Town should appoint a member to the Transportation Advisory Committee (TAC) and an Alternate. The TAC appointments can be made by the Selectboard without PB recommendation.

*Chair K. Golding made a motion to appoint Selectman K. Robitaille to the North Country Council TAC Committee. J. Spofford seconded. Motion passed: 3-0-0.*

**4. Town Administrator's Report:**

**A. Review status of Health Officer Notice to 1295 Passaconaway Road re: removal of trash/rubbish**

The Town Administrator noted that she received a phone call from the owner of 1295 Passaconaway Road and he reported that he has picked up all the trash. The Health Officer will swing by and confirm.

**B. Review, discuss and vote on providing the Town Assessor with a key to front door and TA's office**

Chair K. Golding had a request from the Town's Assessor, Jason Call, for a key to the Town Hall and the Selectmen's/TA's Office. She noted that J. Call has been working for the town for 40 years, first with his Dad and now that he has taken over the business. Chair Golding thinks it is important for the Assessor to have access to the records in town hall. It was a past practice to issue him a key and this will give him more time to work on Albany's assessment.

The Town Administrator does not favor anyone other than the Selectmen, Treasurer and Deputy Treasurer having a key to her office as there is no secure storage in her office, for money or confidential records (i.e. welfare files, etc.). In addition, the Treasurer does not want the Town Clerk/Tax Collector to deposit bags with funds in them through the window in the TA's office if anyone else has a key to that office. The TA notes she's been here 2 ½ years and Mr. Call has not had a key and has direct access, remotely to the computer in her office and to the best of her knowledge has never, in all that

time, used the hardcopy records. In view of this the TA would like the Board to vote to not give a key to our contract Assessor.

*Chair K. Golding made a motion to give J. Call a key and code to front door of town hall and selectmen's office after security/ alarm issue is resolved*

*Selectman K. Robitaille seconded. Motion: 3-0-0.*

**C. Reminder of LHMP update meeting on September 7, 2022 at 6 p.m. via Zoom**

The Town Administrator reminded the Board that we will be having our first Local Hazard Mitigation Plan update meeting with MAPS on Wednesday, September 7, 2022 via Zoom at 6:00 p.m.

**D. Alarm system update**

The Town Administrator noted that there have been a couple of issues with the alarm system and she has had our alarm company, Advanced Lock and Alarm troubleshooting the issue(s). Advanced has prepared an estimate #2777 for replacement of the burglar and fire alarm radios that dial out when the system is activated. The Estimate is \$1,025.60 which includes parts and labor.

*Chair K. Golding made a motion to go ahead and have Advance replace the radios per Estimate #2777 and to charge this to the American Recover Plan (ARP) grant monies. Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

**5. APPOINTMENTS:**

**A. 6:00 p.m. Public Hearing under RSA 31:95-b to review and discuss the acceptance of unanticipated addition Highway Block Grant and Municipal Bridge Aid funds in the amounts of \$32,902.48 and \$45,441, respectively.**

Chair K. Golding opened the public hearing under RSA 31:95-b to review and discuss acceptance of unanticipated funds. There were no questions regarding the grants.

Chair K. Golding closed the public hearing at 6:01 p.m.

*Chair K. Golding made a motion to accept the one-time Highway Block Grant and Municipal Bridge Aid funds in the amounts of \$32,902.48 and \$45,441, respectively. Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

**6. Old Business:**

**A. Chapel/Historical Society** – The Town Attorney's questions have been answered, now it's in his hands.

**B. Federal Land Access Program (FLAP)** –

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

**A. Planning Board – Chairperson Golding** – Next meeting is 9/12

**B. Carroll County Broadband Committee –**

**C. Other:**

Chair K. Golding would like to acknowledge the tragic accident that occurred down the street in front of Sunny Brook cottages and send condolences to the family of the boy who lost his life. She would also like to send condolences to the family of Kevin Sargent, who lived in Albany, when a second tragic accident happened in our corridor of Route 16 in Madison 2 days later. She urges the public to attend our public information meeting with NH Department of Transportation (NH DOT) on Wednesday, September 28, 2022 to voice their concerns and listen. Maybe we can invite Representative McConkey to this meeting as well. He is on the State's Public Works & Highways committee. She would also like to plea with the Governor to please help us with fixing our road problems. These highways as they are built today were not meant for the kind of traffic that is continually travelling over these roads. Both Selectperson J. Spofford and Selectman K. Robitaille heartily agree with the Chair's sentiments and that the Town needs assistance addressing these safety concerns.

Selectman K. Robitaille notes that this information meeting on September 28<sup>th</sup> was planned prior to the fatal accidents but this is our opportunity to seek assistance from the State. He also notes that NH DOT is here to listen to us and assist us with the Route 16 corridor.

**8. Correspondence:**

**A. Review letter from NH DOT regarding One Time Highway Payment in the amount of \$32,902.48**

The Board reviewed the letter from NH DOT and the TA reported that we received the funds on 8/16/2022.

**B. Review and discuss (2) Programming Changes letters from Charter Communications**

The Board reviewed the (2) Programming Change letters from Charter

**9. Public Comment:** none

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

**11. Next Meeting:** September 14, 2022 at 5:30 PM at Albany Town Hall

\_\_\_ KG  
\_\_\_ JS  
\_\_\_ KR

**12. Adjournment:** *Chair K. Golding made a motion to adjourn a at 6:11 p.m.*  
*Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

Respectfully submitted:  
Kelley A. Collins  
Town Administrator