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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
November 9, 2022 at 5:30 p.m.

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

**This meeting may be viewed or streamed at:**

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

**In Attendance:** Chair K. Golding, Selectperson J. Spofford, Selectman K. Robitaille, Town Administrator K. Collins and Fire Chief S. Solomon. There was no videographer for this meeting

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

3. **New Business:**

**A. Approval of October 19, 2022 Selectmen's Meeting minutes**

*Selectman K. Robitaille made a motion to approve the minutes of the October 19, 2022 Selectmen's Meeting, as presented. Selectperson J. Spofford seconded. Motion passed: 3-0-0.*

**B. Approval of November 9, 2022 consent file**

\_\_Review & Sign manifest(s) in the amount of **\$51,766.59, \$238,091.11 and \$160,135.06**, this includes payroll and accounts payable for 10/26/2022, 11/2/2022 and 11/9/2022

\_\_Review, approve and sign Pistol/Revolver License for resident at 57 Abenaki Way

\_\_Review, discuss, approve and sign Tax Warrant for 2<sup>nd</sup> issue 2022 property taxes

\_\_Review, discuss, and approve sign permit for 2219 NH Route 16

*Chair K. Golding made a motion to approve the consent file for November 9, 2022, as presented. Selectman Robitaille seconded for discussion. Motion passed: 3-0-0.*

*Discussion:* Selectman Robitaille asked about the sign permit for RCC Building. Chair K. Golding noted that the sign was part of the Site Plan Review the owner did at the planning board and the sign is going to be where the previous business sign was and supported by a frame.

**C. Review, discuss and set a date for a public hearing re: CC Communications District formation (per R. Hiland sometime in December)**

The Board reviewed the request for a date to hold the public hearing for the formation of the Carroll County Communications District. TA will go back to the Carroll County Broadband Committee and offer them the choice of December dates.

**D. Review, approve and execute the power of attorney (POA) for auctioneer to conduct closings on tax dedeed auction properties**

The Board reviewed, approved and signed the paperwork for the power of attorney for the auctioneer to conduct the closing on the tax dedeed property auction, scheduled for 11/19/22

*Chair K. Golding made a motion to execute the limited Power of Attorney so that Rick Sager could conduct the closing on the auction properties.*

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

**E. Review, discuss and hire a Building Permit Administrator**

The Board discussed hiring a BPA. TA provided the Board with the form from the NH Department of Labor requesting to compensate an employee other than weekly or bi weekly.

Chair K. Golding noted that Dave Pandora, the current Building Inspector in Conway will accept the position. He also provides this service to Eaton Eaton. His intention is to retire from Conway next year and he will keep the smaller towns. TA checked with NH Department of Labor and the least they want to see an employer pay is monthly. She has provided the paperwork. In addition, she will need a W4 and I9 prior to his beginning work.

*Chair K. Golding made a motion to hire Dave Pandora as BPA at \$350 per month. Selectperson J. Spofford seconded. Motion passed: 3-0-0.*

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

**A. Review and discuss changing Selectmen's Office (Town Administrator's) hours from 8:30 – 4:30 to 8:00 to 4:00 on Mondays and Tuesdays and 10:00 to 4:00 on Wednesday.**

The Town Administrator would like to do less driving at night. The Board unanimously approved the TA's change in hours. She will post it at town hall and on the website.

**B. Review and discuss setting a meeting date for the Selectmen to meet with Jim Innes/USDS to review a timber cut slated for 2025**

The Board discussed a good time to meet with Jim Innes to review and discuss the USDS's intent to harvest timber in the USF, in the future. The Board would like to schedule Jim Innes on whatever December meeting they are not having the public hearing for CCCD.

**C. Review and discuss 2023 proposed budget**

The Board reviewed budget numbers so far. The TA will try to get numbers from the TC/TX and the Road Agent.

**D. Review and discuss emergency replacement of town hall furnace**

The Town Administrator noted that she had been searching for companies to give her a quote for the 2023 budget for (3) mini splits for town hall. The only company that called her back came out on election day and made her aware that the town hall furnace had a hole in the heat exchanger and for life safety reasons should no longer be used. (the hole in the heat exchanger can allow carbon monoxide into the building which is very unhealthy). This same company Air Duct Plus LLC came out the following day and measured the building and dropped off the written quote for an emergency furnace replacement the same day. The cost of the oil burning furnace was \$6,000 and the cost for propane would be \$8,000. To change to gas the town could use the existing tank but we would need WM Oil and Propane to pipe from a stub at the building out to the tank and there might be some lead time for that. Chair K. Golding wants to get a second opinion prior to replacement of the furnace. No decision was made to replace the furnace.

**5. APPOINTMENTS/PUBLIC HEARING**

**5:45 p.m. Meet with Chief Solomon/Conway Fire to review and discuss a proposal for contract for 2023-2026**

Chair K. Golding asked if there is wiggle room in the proposed contract price and if this will be honored if they merge with the Town of Conway. Prior to 2000 town paid small flat rate and then paid per call. In 2001 the Conway non-precinct fire agreement started. 2001 – 2005 we paid based on non-precinct fire rate. The first year includes hiring 2 full time FF in 2023. The Board of Selectmen would like the Town Administrator to send a counter-offer letter to the Commissioners at \$10,000 less per year of the contract. Chief Solomon notes that the Commissioners assumed there would be a counter-offer.

**6. Old Business:**

- A. Chapel/Historical Society – Public Hearing set for 11/30/2022**
- B. Federal Land Access Program (FLAP) – Review email Josh McAllister/Engineer with HEB sent to US DOT program manager on 10/3/2022**

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

- A. Planning Board – Chairperson Golding – the next meeting is Monday, November 14, 2022**
- B. Other:**

**8. Correspondence:**

**A. Review and discuss Charter Communications Notification**

The Board reviewed the Notification from Charter Communications

**B. Review, discuss and proof NH DOT's notes from the September 28, 2022 informational meeting re: Project #29597 NH Rte 16**

The Town Administrator asked the Board if they have had a chance to look over the notes from the Informational Meeting held on September 28, 2022 to get public input on the NH DOT Project #29597. The Board is fine with the notes of this meeting.

**C. Review and discuss email from Carroll County requesting a photo for their updated website**

The Board will see if they can find any good photos for Carroll County's new website.

**9. Public Comment:**

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

A. Non Public Session under RSA 91-A:3, II (e) "...litigation which has been threatened in writing..."

*Chair K. Golding made a motion to go into NP Session under RSA 91-A:3, II (e) at 6:30 p.m., to discuss litigation that has been threatened in writing. Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye:*

The Board discussed litigation threatened in writing and decided not to respond

*Chair K. Golding made a motion to leave NP Session at 6:32 p.m., Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye:*

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

**12. Adjournment: *Chair K. Golding made a motion to adjourn at 6:32 p.m. KR seconded. Motion passed: 3-0-0.***