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Albany Selectmen's Meeting Minutes

Albany, New Hampshire
January 11, 2023 at 5:30 p.m.

This meeting may be viewed or streamed at:

https://youtube.com/playlist?list=PLE32cPKZXM4_W1ba2XKkjQH6Ff_gx5AI

1. **Call to Order:** Chair K. Golding called the meeting to order at 5:34 p.m.

Attendance: Chair K. Golding, Selectperson J. Spofford, Selectman K. Robitaille, Planning Board Chair/Secretary & Conservation Commission member, S. Wadsworth, and Videographer

Excused Absence: Town Administrator, K. Collins

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

3. **New Business:**

A. Approval of December 28, 2022 Selectmen's Meeting minutes, including (1) set of sealed Non Public minutes

Selectman K. Robitaille made a motion to accept the minutes of the December 28, 2022 Selectmen's Meeting, as presented. Selectperson J. Spofford seconded. Motion passed: 3-0-0.

Selectman K. Robitaille made a motion to accept the minutes of the December 28, 2022 Non Public Session Meeting, as presented. Chair K. Golding seconded. Motion passed: 3-0-0.

B. Approval of January 11, 2023 consent file

__Review & Sign manifest(s) in the amount of \$10,555.50, 6,124.70, and \$_____, this includes payroll and accounts payable for 12/31/2022, 1/4 and 1/11/2023

__Review, discuss and approve/deny Residential Building Permit for single family home at Map 6, Lot 69

__Review, discuss and approve/deny Veteran's Tax Credit for Map 3, Lot 61-27

Chair K. Golding made a motion to approve the Veteran's Tax Credit for Map 3, Lot 61-27. Selectman K. Robitaille seconded. Motion passed: 3-0-0.

Selectperson J. Spofford made a motion to accept the January 11, 2023 consent file, as presented. Selectman K. Robitaille seconded. Motion passed: 3-0-0.

C. Review, discuss, approve and sign four-year contract for Fire and EMS services with Conway Village Fire District

The Board reviewed and approved the contract. Chair K. Golding corrected the term of the contract from five years to four years. This was a typo as there are (4) years listed out. This was the agreed upon amounts with the negotiated reduction(s). The Board signed the contract.

D. Review, discuss and re-sign the appointment form for Morris West as full member of the Planning Board

Mr. West requested that the phrase "so help me God" be removed from the oath for the position of full member of the Planning Board: The TA has provided a revised form. The Board already voted to appoint so this oath is just an update.
The Board signed the appointment form.

E. Review and discuss providing health and dental insurance coverage to appointed/elected officials through HealthTrust at their cost. (please see email conditions from HealthTrust).

Please note that the Town will be required to collect the money and remit in one check to HealthTrust. If this is approved for one electee/appointee it must be offered to them all. Chair K. Golding noted that this has never happened before and if we do this we will have to become the administrators, which would be a lot of work and initiative. If you offer to one, you would have to offer to all and then track the financials.

Chair K. Golding made a motion not to offer health and dental insurance to elected/appointed officials. Selectman K. Robitaille seconded. Some additional discussion took place. Motion passed 3-0-0.

4. Town Administrator's Report:

A. Review, discuss and set date for Budget Public Hearing on February 8, 2023 with an additional/alternate date of Thursday, February 9, 2023. (petition articles are due February 7, 2023). Does the Board want to start this at 5:30 or 6:00 p.m. Do you want to have it in the conference room or the big meeting room?

The Board has set the date for the 2023 Budget Public Hearing for Wednesday, February 8, 2023 with an alternate date (if recessed or for any emergency reason) of Thursday, February 9, 2022 at 6:00 p.m. (the Selectmen's Meeting for 2/8/2023 will begin at 5:30 p.m.) in the conference room.

B. Review and discuss draft 2023 budget and warrant articles for discussion at January 25, 2023 meeting

The Board has taken this under advisement and understand that they will be voting on recommending or not recommending monied warrant articles at their 1/25/2023 meeting in preparation for the 2/8/023 budget public hearing.

Chair looked over the budget and warrant and is ready to discuss for next meeting. She did note that she thinks that we should fund the \$150K for highway maintenance without raising taxes (from unassigned fund balance and/or CRF for this purpose). She would also like to use some of the Town Hall CRF to do some landscaping around Town Hall.

Selectman K. Robitaille asked about Cemeteries. Chair K. Golding noted that there is also a CRF for Cemetery Maintenance and she thinks we should use the money earmarked for that. Selectperson J. Spofford noted that we had increased the Cemetery maintenance budget for 2023 (from \$4500 to \$5500) Chair K. Golding noted there was a last minute request to increase this line to \$9,000, again she would support using the Cemetery Capital Reserve Fund.

Chair noted that if anyone thinks of something next week they should email Kelley and she can include it. If we need to have a budget worksession we could do that on 2/1, if necessary.

5. APPOINTMENTS/PUBLIC HEARING

A. Meeting with Chairman S. Wadsworth/Planning Board to review the PB 2023 proposed budget

The TA provided a spreadsheet showing budget vs. expenditures for 2019 – 2022 as well as the PB vs. the BOS 2023 proposed budgets. There was discussion about 2023 needs.

As the PB Rep S. Wadsworth has a question for the Selectmen on why they decreased it. They noted that they are trying to tighten up the budget and it isn't that they don't want to give it but the PB generally spends less than 50% of their approved budget. The Chair noted that this was originally budgeted for 7 members for two meeting per month. The Board's point of view is that they are trying to expand the Sheriff's service and tightening up the budget so that they can do additional patrols on Route 16. The Chair notes this doesn't mean that if there was an extra meeting or an extra expense the Selectboard has the authority to move money from another line item into the PB budget.

B. Meet with K. Tilton and S. Wadsworth/Conservation Commission to review the ConComm 2023 proposed budget

K. Tilton is ill so will not be able to attend in person. He did send along a written explanation for the Board's consideration.

The Town Administrator provided a spreadsheet showing budget vs. expenditures for 2019 – 2022 as well as the ConComm vs. BOS 2023 proposed budgets. There was discussion about 2023 needs.

S. Wadsworth fully supports the ConComm Budget as proposed. This is due to the fact that if we had a full ConComm, as we hope to, then we would need those proposed funds.

There is also a separate amount in there for the forest management plan for the town forest.

There is a grant for this and we are hoping to get 50% for the management plan.

Chair K. Golding says first of all for the operating budget it is the same as the planning board discussion. If the ConComm has a line item that goes over they will be fine as long as they do not over-expend their bottom line budget. If it appears they need more funds than in the total ConComm budget, again the BOS has the authority to vote to move funds from one line item to another, at the request of the ConComm. Secondly, Chair K. Golding would defer to Cort Hansen on this statement but when we bought the Town Forest in 2009 or 2010, it was not the Conservation Commission but a Committee and in order to raise and appropriate the money for the Town Forest, that Committee told Town Meeting that not another penny would come from the Town of Albany to support the forest. (Cort Hansen was part of this back then). On the other side there was a Conservation Fund established with a timber cut that took place on that land. There is over \$9K in that Conservation Fund. Chair K. Golding suggests the forest management plan be paid for from that fund. She is not sure if that needs a Warrant Article or not. She would defer to Cort and possibly Rob Nadler. There is only one more BOS meeting before the budget public hearing. The Treasurer has custody of the fund.

Selectman K. Robitaille asked if the ConComm could propose a Warrant Article that would allow them to expend these funds? She isn't sure, they may already be the agents to expend. K. Robitaille thinks they should fund enough to have a full contingent and pay them to attend the requisite number of meetings.

The Board thanked Sean Wadsworth for attending and reminded him of the LHMP update meeting.

6. Old Business:

- A. **Chapel/Historical Society** – TA has emailed Town Attorney for next steps (see email response)
- B. **Federal Land Access Program (FLAP)** – 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** – Planning Board did not meeting in January as there was nothing for the agenda.

- B. Other:** There was some discussion about legislation being proposed that might help the Town lower the speed limit on Route 16. Chair K. Golding noted that by proposing an additional Sheriff's patrol each week is our response for now. This is what we can do now. There may be more things that can be done once NH DOT starts addressing the project.

The next Local Hazardous Mitigation Plan update meeting is scheduled for Zoom on Wednesday, January 18, 2023 at 6:00 p.m. Chair K. Golding would like the TA to put the Zoom link on the Town website. Participation goes towards the Town's soft match.

8. Correspondence: none

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 (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. (Resident will attend)

Chair K. Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c), Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye. At 6:25 p.m.

The Board reviewed and discussed the redemption of a tax deeded property with the former owner.

Chair K. Golding made motion to leave Non Public Session at 6:36 p.m. and seal the minutes, Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye.

- B. Non Public Session under RSA 91-A:3, II (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. (see letter)

Chair K. Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c), Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye. At 6:37 p.m.

The Board reviewed and discussed the redemption of a tax deeded property with the former owner.

Chair K. Golding made motion to leave Non Public Session at 6:40 p.m. and seal the minutes, Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye.

- C. Non Public Session under RSA 91-A:3, II (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. (see letter)

Chair K. Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c), Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye. At 6:41 p.m.

The Board reviewed and discussed the redemption of a tax deeded property with the former owner.

Chair K. Golding made motion to leave Non Public Session at 6:50 p.m. and seal the minutes, Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye.

- D. Non Public Session under RSA 91-A:3, II (a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Chair K. Golding made a motion to go into Non Public Session under RSA 91-A:3, II (c), Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye;

Selectperson J. Spofford – aye; Selectman K. Robitaille – aye. At 6:50 p.m.

The Board reviewed and discussed the compensation of a public employee

Chair K. Golding made motion to leave Non Public Session at 7:03 p.m. and seal the minutes, Selectman K. Robitaille seconded. Roll Call Vote: Chair K. Golding – aye; Selectperson J. Spofford – aye; Selectman K. Robitaille – aye.

11. Next Meeting: January 25, 2023 at 5:30 PM at Albany Town Hall

12. Adjournment: The regular meeting adjourned at 6:25 p.m. The last Non Public Session ended at 7:03 p.m.

Submitted by: Kelley Collins/Town Administrator from meeting video