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Albany Selectmen's Meeting Minutes

Albany, New Hampshire
February 1, 2023 at 4:00 p.m.

This meeting was postponed from 1/25/2023 due to weather

1. **Call to Order:** Chair K. Golding called the meeting to order at 4:05 p.m

This meeting may be viewed or streamed at:

https://youtube.com/playlist?list=PLE32cPKZXM4_W1ba2XKkjQH6Flf_gx5AI

In Attendance: Chair K. Golding, Selectperson J. Spofford, Selectman K. Robitaille, Town Administrator K. Collins, Cemetery Trustees J. Ferris and K. Flaschner

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

3. **2023 Proposed Budget & Warrant Work Session**

Meet with Cemetery Trustees (Joe Ferris and Kathleen Flaschner) and grounds keeper Randy Leach to review 2023 cemetery budget (Randy Leach did not attend this meeting)

Joe Ferris went to Passaconaway with Randy Leach and discussed doing tree and brush work on Passaconaway Cemetery. The Town Administrator referred the Board to the written narrative provided by Randy Leach. Joe thinks there is more than \$1000 worth of work at Passaconaway Cemetery. There was general discussion of Cemetery needs for 2023 including tree and brush work and also some monument work.

The Selectmen agreed to increase the Cemetery Maintenance line from the 2022 level of \$4,500 to \$6000 and to include a Warrant Article for an additional \$4000 for additional maintenance at the cemeteries with the \$4000 coming from the Cemetery Capital Reserve Fund.

The Board reviewed the full draft operating budget and warrant articles proposed for 2023. The Town Administrator will update both and make them available as handouts for the Budget Public hearing on February 8, 2023.

4. **New Business:**

A. Approval of January 11, 2023 Selectmen's Meeting minutes, including (4) sets of sealed Non Public minutes

Selectman K. Robitaille made a motion to approve the January 11, 2023 Selectmen's Meeting minutes, including (4) sets of sealed Non Public minutes, as presented. Selectperson J. Spofford seconded. Motion passed: 3-0-0

B. Approval of February 1, 2023 consent file

__Review & Sign manifest(s) in the amount of **\$280.73, \$6,807.08, \$11,819.29, \$2,380.29 and \$9,211.80** this includes an accounts payable manifest for 2022 and payroll and accounts payable manifests for 1/18, 1/25, 1/30 and 2/1/2023

__Review, discuss and approve/deny Notice of Intent to Cut at Map 9, Lot 92, 120 Chase Hill Road

Selectman K. Robitaille made a motion to approve the consent file of February 1, 2023, as presented, Selectperson J. Spofford seconded. Motion passed: 3-0-0.

C. Review, discuss, approve and sign annual maintenance agreement for IT Services with Certified Computer Solutions (CCS)

Chair K. Golding made a motion to approve and sign agreement for 2023 IT services with CCS. Selectman K. Robitaille seconded. Motion passed: 3-0-0.

D. Review, discuss approve and sign the annual maintenance agreement for copy machine/printer in Town Clerk's Office with Porter Office Machines.

Chair K. Golding made a motion to approve and sign the annual maintenance agreement with POM for Town Clerk's copy machine and printer. Selectman K. Robitaille seconded. Motion passed: 3-0-0.

E. Review, discuss, approve and sign selectmen's deeds, returning previously tax dedeed property to the owner(s) of record for Map 3, Lot 61-58, Map 3, Lot 61-31 and Map 3, Lot 61-24.

Chair K. Golding made a motion to approve and sign the selectmen's deed for the redemption of tax dedeed property, at the Map/Lots identified above. Selectman K. Robitaille seconded. Motion passed: 3-0-0.

5. Town Administrator's Report:

A. Review and discuss whether the Board would like the TA to renew her notary

The Board would like the Town Administrator to renew her notary.

B. Review, discuss and approve/deny Absenteeism request from TA

The Board reviewed, approved and signed the request for time off on Tuesday, February 14, 2023 for the Town Administrator. She will put the closure on the town's website.

C. Review, approve, sign off on 2023 payroll rate changes

The Board reviewed, approved and signed the payroll rate changes for 2023 that were voted on and approved at previous meeting(s)

6. APPOINTMENTS/PUBLIC HEARING

7. Old Business:

A. Chapel/Historical Society – Town Attorney needs to know what, if any, steps were taken to find anyone affiliated with the defunct Chocorua Sunday School Association (see email)

B. Federal Land Access Program (FLAP) – Josh McAllister/Engineer with HEB sent to US DOT program manager on 10/3/2022. The TA sent Josh McAllister an email asking him to follow up with the program manager.

8. Other Business (and Board reports):

A. Planning Board – Chairperson Golding – The next Planning Board meeting is on Monday, February 13, 2023.

B. Other: none

9. Correspondence:

A. Review and discuss Notification from Charter Communications
The Board reviewed the Notification from Charter Communications

10. Public Comment: none

11. Non Public Session under RSA 91-A:3, II as necessary - none

12. Next Meeting: February 8, 2023 at 5:30 PM at Albany Town Hall, immediately followed by 2023 Budget Public Hearing

13. Adjournment:

Chair K. Golding made a motion to adjourn at 5:21 p.m. Selectman K. Robitaille seconded. Motion Passed: 3-0-0.