



# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
May 10, 2023 at 5:30 p.m.

This meeting may be viewed or streamed at:

[https://youtube.com/playlist?list=PLE32cPKZXM4\\_W1ba2XKkjQH6Flf\\_gx5AI](https://youtube.com/playlist?list=PLE32cPKZXM4_W1ba2XKkjQH6Flf_gx5AI)

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

**In Attendance:** Chair J. Spofford, Selectmen K. Golding and K. Robitaille, Town Administrator K. Collins and Videographer L Slitt

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

**3. New Business:**

**A. Approval of April 26, 2023 Selectmen's Meeting minutes**

*Selectman K. Golding made a motion to accept the minutes of the April 26, 2023 Selectmen's Meeting, as presented. Selectman Robitaille seconded.*

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

**B. Approval of May 10, 2023 consent file**

\_\_Review & Sign manifest(s) in the amount of **\$3,494.70 and \$12,524.69** this includes an accounts payable and payroll manifest for 5/3 and 5/10/2023

\_\_Review, discuss and approve/deny Residential Building Permit Application for 1467 Bald Hill Road for a Quonset hut storage building

\_\_Review, discuss and approve/deny a Residential Building Permit Application for 1269 Bald Hill Road for a solar installation (see email from Chief S. Solomon)

\_\_Review, discuss and approve/deny PA-29 Permanent Application for Property Tax Veteran's Credit for 45 Red Eagle Street (for the 2024 tax year)

\_\_Review, discuss and approve/deny PA-7 Intent to Cut Timber at Map 5, Lot 7 Old Colony Road

*Selectman K. Golding made a motion to amend the consent file by removing the building permit for 1269 Bald Hill Road. Selectman K. Robitaille seconded. Amendment passed: 3-0-0.*

*Selectman K. Golding made a motion to approve the consent file, as amended. Chair J. Spofford seconded. Motion passed: 3-0-0.*

**B. Review and discuss alleged zoning violation at 1297 NH Route 16 (building without a building permit)**

The owners of 1297 NH Route 16 have submitted a commercial building permit for a shed they have already built/placed on their property. The shed is for storage and to be used as an office for the car dealership business. The applicant noted that they have run electricity to the office via an extension cord. Chief S. Solomon has provided an email regarding approval of this permit for the Board's review.

*Chair J. Spofford made a motion to table building permit and ask Chief Solomon and Building Permit Administrator, D. Pandora to do a physical inspection of the property with regard to the electrical service. Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

**C. Review and discuss alleged zoning violation at 2509 NH Route 16 (selling more than 5 motor vehicles without a dealer's license or site plan review with the Albany Planning Board)**

The Town Administrator received a complaint regarding the owner of 2509 NH Route 16 selling motor vehicles without a dealer's license. When the complainant called the State of NH she was told to call the Town.

The TA also checked with the Planning Board to see if the owner went before the PB for a Site Plan Review in order to run a business from that property. There was a letter dated 1995 in the file, from the Planning Board to the Board of Selectmen asking them to enforce town regulations on this property. It does not appear from the file that this was followed up on.

The Selectmen asked the Town Administrator to draft a letter to the owner requesting a copy of any license(s) from the State to deal motor vehicles from that address and also to come into compliance with all town zoning and/or site plan regulations. She is to draft the letter for the Board's signature.

**5. APPOINTMENTS/PUBLIC HEARING**

**A. Meet with Road Agent, Curtis Coleman, to review status of damage from May 1 and 2, 2023 rain storms** – Mr. Coleman is unable to attend in person but sent a written synopsis of work conducted as part of storm on May 1, 2023. The estimate is that the storm cost about \$75,000 in damage to roads and drainage.

**6. Old Business:**

**A. Chapel/Historical Society** – Review items Town needs to provide to town attorney with regard to Chapel usage.

The Board reviewed the checklist prepared by the TA to be addressed for the Town Attorney. Selectman K. Golding asked the TA to pull out any files on the Chapel and leave them on the table in the office with the key to the chapel.

*Chair J. Spofford made motion to approve the building permit for 1269 Bald Hill Road, as submitted, Selectman K. Golding seconded. Motion passed: 3-0-0.*

C. Review and discuss J. Hurteau P & H estimate for a coil on furnace to provide air conditioning for town hall building

The Town Administrator reminded the Board Town Meeting approved Warrant Article #8 for \$20,000 "...to perform town hall and town hall property upgrades..."

*Selectman K. Golding made a motion to accept the estimate for having J. Hurteau add a coil to the town hall furnace in order to provide air conditioning to the building. Chair J. Spofford seconded. Motion passed: 3-0-0.*

D. **Review and discuss moving the May 24, 2023 Selectmen's meeting to May 31, 2023.K**

The Board agreed to move the May 24, 2023 meeting to May 31, 2023.

*Chair J. Spofford made a motion to move the 5/24/2023 selectmen's meeting to 5/31/2023. Selectman K. Golding seconded. Motion passed: 3-0-0*

E. **Review, discuss and approve/deny Charitable Exemption for Lakes Region Conservation Trust and/or NH Audubon Society**

The Board reviewed the A-9 submitted by the two agencies. The Town Administrator noted that the Town's Assessor, J. Call has the same recommendation for these agencies as he did in 2022.

*Chair J. Spofford made a motion to deny the Charitable Exemption for Lakes Region Conservation Trust and the NH Audubon Society. Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

F. **Review, discuss and appoint Mr. James Drouin as a Cemetery Trustee upon the recommendation of the Cemetery Trustees**

Cemetery Trustees J. Ferris and K. Flaschner have provided a copy of their minutes, where they voted to recommend that the Selectmen appoint James Drouin as a Cemetery Trustee.

*Selectman K. Golding made a motion to appoint James Drouin as a Cemetery Trustee until the 2024 elections. Chair J. Spofford seconded. Motion passed: 3-0-0.*

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

**A. Review and discuss y-t-d Expenditure and Revenue Reports for April 30, 2023**

The Board reviewed the expenditure and revenue reports through April 30, 2023.

**B. Federal Land Access Program (FLAP) – Program Manager at US DOT, Jacinda Russell, responded to our 4/3/2023 email on 4/14 and will see what she can do. We emailed for a status update on 5/8/2023. Received an email update from Ms. Russell – she hopes to get back to us “next week”**

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

**A. Planning Board – Selectman K. Robitaille - The Planning Board met on Monday, May 8, 2023, There were 3 members present at the meeting.**

**B. Other: none**

**8. Correspondence:**

**A. Review and discuss anonymous letter regarding an un-specified location in Albany.**

The Board reviewed the letter from “concerned citizens”. There is not much that can be done based on this anonymous letter that does not specify the property they are complaining about.

**9. Public Comment: none**

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

**11. Next Meeting: May 31, 2023 at 5:30 PM at Albany Town Hall**

**12. Adjournment: Chair J Spofford made a motion to adjourn at 6:16 p.m. Selectman K Golding seconded. Motion passed: 3-0-0.**

Submitted by:  
Kelley A. Collins  
Town Administrator