



Albany Selectmen's Meeting Minutes

Albany, New Hampshire
August 23, 2023 at 5:30 p.m.

This meeting may be viewed or streamed at:

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

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

In Attendance: Chair J. Spofford, Selectperson K. Golding, Selectman K. Robitaille, Town Administrator K. Collins and Videographer

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

3. New Business:

A. Approval of August 9, 2023 Selectmen's Meeting minutes

Chair J. Spofford made a motion to approve the minutes of the August 9, 2023 Selectmen's Meeting, as presented. Selectperson K. Golding seconded.

Motion passed: 2-0-1. (Selectman K. Robitaille abstained as he was not in attendance at the 8/9/2023 Selectmen's Meeting)

B. Approval of August 23, 2023 consent file

__Review & Sign manifest(s) in the amount of **\$153,311.70**, this includes an accounts payable and payroll manifest for 8/23/2023

__Review, discuss and approve/deny Commercial Building Permit for a new building at 2219 NH Route 16

__Review, discuss and approve/deny Pistol License for resident on Passaconaway Road

Selectperson K. Golding made a motion to approve the August 23, 2023 Consent File, as presented. Selectman K. Robitaille seconded. Motion passed: 3-0-0.

C. Review, discuss and approve/deny request for refund of a portion of the Town Hall rental fee for non-working kitchen

Chair J. Spofford made a motion to refund \$300 of the \$500 fee for the rental of the Town Hall Meeting Room for a wedding (\$100 for the non use of the kitchen because the range/ovens were not working for two days \$150 for one full day of use – for the inconvenience and the \$50 refundable cleaning fee) seconded. Motion passed: 3-0-0

D. Review & discuss withdrawing funds from Highway Expendable Trust Fund (ETF) and depositing into the Highway Department Operating Budget to cover the cost of repairs from the May 1, 2023 flooding (amount spent to-date \$89,220.98)

The Board reviewed the list of invoices for the May 1, flood damage repairs \$89,220.98, the results of the 2020 Town Meeting where the Board was named the Agents to Expend the Highway Expendable Trust Fund and the balance in the CRF/ETC's as of June 30, 2023.

Selectperson K. Golding made a motion to request the withdrawal of \$89,220.98 from the Highway Expendable Trust Fund from the Trustees of the Trust Funds and to add this to the Highway Department's operating budget. Chair J. Spofford seconded. Motion passed: 3-0-0.

4. Town Administrator's Report:

A. Review and discuss request to meet with Board on September 6, 2023 to discuss two projects in Albany 1) the Sandwich Vegetation management project and 2) a fuels project off High Street, with US Forest Service Manager James Innes

Mr. Innes is available on September 6, 2023. The Board instructed the Town Administrator to invite Mr. Innes to that meeting and to invite the Road Agent, Curtis Coleman, as these projects may impact town roads.

B. Review and discuss the September 8, deadline for forfeiture of a Citizens Bank account for the Albany Civic Group.

The Board reviewed the notice from Citizens Bank. Selectperson K. Golding believes she may be on this account and if not she believes that Mary Leavitt may be able to assist her with clearing this up.

C. Review and discuss changing September 13 BOS meeting to September 6, 2023

The Board will meet on September 6th instead of September 13th next month due to the availability of the Chair.

D. Review, discuss and approve Delegation of Deposit & Treasurer Assistance Authority

The Board reviewed, approved and signed the Delegation of Deposit & Treasurer Assistance Authority for the Town Administrator

E. The Town Administrator let the Board know that she has filed MS434 last week and MS1 extension next week with the NH Department of Revenue Administration.

5. APPOINTMENTS/PUBLIC HEARING – none

6. Old Business:

A. Chapel/Historical Society – Charitable Trusts has notified the Town Attorney that they will support our request to “clear” the deed restrictions for the Chapel

B. NH DOT Project 29597 NH Rte 16 – review and discuss submission from DOT

The Town Administrator noted that Jason Ayotte the project manager for project 29597 is looking for the approach they want for the public meeting and feedback on the concepts.

Selectman K. Robitaille spoke to J. Ayotte today and noted that if NH DOT has money at the end of the year we may be able to get some additional funds so there may be more we can get done above the \$9.1 million budgeted.

Selectman Robitaille wants to meet with Jason Ayotte with DOT and the full Board of Selectmen prior to the public hearing.

7. Other Business (and Board reports):

A. Planning Board – Selectman K. Robitaille – No meeting in August

B. Other:

8. Correspondence:

A. Review and discuss information on NH Public Works Mutual Aid

The Board suggested passing this information along to the Road Agent and they will defer to his feelings on joining or not.

9. Public Comment: none

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

11. Next Meeting: Wednesday, September 6, 2023 at 5:30 p.m.

12. Adjournment: *Chair J. Spofford made a motion to adjourn at 6:56 p.m. Selectman K. Robitaille seconded. Motion passed: 3-0-0.*

Submitted by:
Kelley A. Collins
Town Administrator