



Town of Albany, NH  
Planning Board Monthly Meeting  
November 13, 2023

Call to Order: 6:30

Attendance: Sean Wadsworth (Chair), Morris West (Vice Chair), Kelly Robitaille (Select Board Rep), Curtis Coleman

Excused: Bryan Bailey

Public: Davis Bartlett (HEB Engineers), Julie A & William P. Hunt III, Thomas Leach, Jennifer Leach

Morris West made a motion to approve the October 9th 2023 minutes. Kelly Robitaille seconded. The motion carried 4-0-0.

Map 7 Lot 120 – Application for Minor Subdivision

Sean Wadsworth stated that an application for Minor Subdivision was received on Oct 23 2023, from Julie A & William P. Hunt III for the property located on Map 7 Lot 120 of 6.38 acres, with a street address of 1058 Bald Hill Road is complete and has been accepted. Abutters have been notified of the upcoming Public Hearing by Certified Mail, and the Notice of Public Hearing was posted to the Conway Daily Sun on Nov 1, 2023, as well as on the Albany Town Website, and at the Albany Town Hall.

The Public Hearing was opened at 6:32

Map 7 Lot 120 – Davis Bartlett described the proposed Minor Subdivision as the splitting off 2.13 acres to create a new lot specified as Map 7 Lot 120-1. Mr. Davis provided Plats for the APB to review.

Curtis Coleman advised to utilize the existing plat for application of the driveway permit. Mr. Bartlett stated that he has applied for State approval of the subdivision as well.

Sean Wadsworth made a motion to accept the proposed minor subdivision of Map 7 Lot 120 6.38 acres into two lots identified as Map 7 Lot 120 with 4.25 acres, and Map 7 Lot 120-1 with 2.13 acres, as presented. Curtis Coleman seconded, motion carried 4-0-0.

Davis Bartlett stated that a Mylar Plat would be submitted to the APB when all approvals are received and finalized.

Sean Wadsworth closed the Public Hearing at 6:37

Select Board Report: Kelly Robitaille – Rt 16 project will be done in 4 different sections. The Town and the State are working together to best identify the order of work to be done. Kelly stated that the second public hearing with the State regarding Rt 16 has yet to be scheduled.



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CIP

Town Hall Capital Reserve Fund – The 2023 Warrant Article 8 states that a sum of \$20,000 was raised and appropriated, and that \$14,000 would be withdrawn from the THCRF. Sean Wadsworth will follow up with the Kelley Collins the Town Administrator, to determine if these funds have been spent, and where any remaining balance is located. The APB discussed each of the CIP funds and agreed that annual funding levels for 2024 should remain the same as 2023. Sean Wadsworth made a motion to accept the CIP Budget as proposed. Kelly Robitaille seconded. The motion carried 4-0-0

Sean Wadsworth stated that the USPS has raised their Certified Mail fee to \$8.56/mailing. Sean Wadsworth made a motion to change the certified mail fee for the Albany Planning Board from \$7/mailing to \$10/mailing. Curtis Coleman seconded. Motion carried 4-0-0.

Sean Wadsworth made a motion to adjourn. Morris West seconded. The motion carried 4-0-0 at 7:32

Next meeting to be held on December 11<sup>th</sup> 2023 at 6:30pm

Respectfully submitted,

Sean Wadsworth – Chair/Secretary