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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
December 13, 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 K. Golding called the meeting to order at 538 p.m.

**In Attendance:** Chair K. Golding, Selectmen K. Robitaille and J. Drouin, Road Agent C. Coleman, Town Administrator K. Collins and Videographer A. Hayford

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

**3. New Business:**

**A. Approval of November 29, 2023 Selectmen's Meeting minutes, including (1) set of Non Public minutes**

*Selectman J. Drouin made a motion to approve the minutes of the November 29, 2023 Selectmen's Meeting including (1) set of Non Public minutes.*

*Selectman K. Robitaille seconded. Motion Passed: 3-0-0.*

**B. Approval of December 13, 2023 consent file**

\_\_Review & Sign manifest(s) in the amount of \$ 186,064.11 and \$ 10,671.01 this includes an accounts payable and payroll manifest for 12/6, and 12/13/2023

\_\_Review & approve/deny Notice of Intent to Cut in Town Forest on Bald Hill Road Map 7, Lot 117 & 118

\_\_Review, approve and sign contract/agreement for Salvage Timbering of Town Forest on Bald Hill Road

\_\_Review and approve/deny Local Approval for Construction of an Individual Sewage Disposal System for Map 9, Lot 139 on Moat View Drive

*Selectman K. Robitaille made a motion to approve the December 13, 2023 consent file, as presented. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

**C. Review, discuss and approve/deny request for waiver of parking violations. (this item was tabled on 11/29/2023)**

The Board reviewed the parking Violations #2432 and #2369 both issued by Deputy S. Rowe in October of this year. Deputy Rowe noted that the White Ledge lot is the staging area for all emergency services for access to the back

of Mount Chocorua. He also noted that in 2021 or 2022 the Sheriff's Department had to tow two cars out of White Ledge in order for emergency services to access their staging area.

*Chair K. Golding made a motion to waive the fines on these two Violations. Selectman K. Robitaille seconded. Motion failed: 0-3-0.*

**D. Review and discuss draft 2024 Budget and Warrant**

The Board will take this item out of order after meeting with the Road Agent

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

**A. Review and discuss continuing use of Roberts & Green for 2023 audit for the next 3 years.**

The Town Administrator noted that the Town last put auditing services out to bid in 2020 for the 2020, 2021 and 2022 audits. In that RFP the Town included (3) additional years (2023-2025) and the Town Administrator would like the Board to sign the agreement for the additional three years.

*Chair K. Golding made a motion to enter into an agreement with Roberts and Greene for three additional years of financial audits (years ending 12/31/2023, 2024 and 2025) Selectmen J. Drouin seconded. Motion passed: 3-0-0.*

**B. Review and discuss purchase of replacement AED for the town hall building**

The Town Administrator emailed with the Fire Chief and is recommending purchasing the Small Business AED which comes with a cabinet from Lifesavers, Inc. The price is \$1285.

*Chair K. Golding made a motion to purchase the Small Business Pack AED at \$1285 and have it mounted in the hallway. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

**5. APPOINTMENTS/PUBLIC HEARING**

**A. 6:00 p.m. – Meet with Road Agent, Curtis Coleman, to review 2023 and discuss 2024 budget and warrant article needs**

The Board met with Road Agent C. Coleman to review what got done in 2023 and what he is proposing for the 2024 budget and warrant. The Road Agent recommended a 2024 Warrant Article for \$100K finish to pave Ridgeview, Cook Farm and a few others. He also suggested encumbering whatever is left in the operating budget for use in paving in 2024. The Town Administrator suggested using some 2023 unassigned fund balance for the paving and perhaps as an offset to highway operating budget.

**6. Old Business:**

**A. Chapel/Historical Society – Town Attorney has filed with the Probate Court for the clearing of the Chapel deed of restrictions**

The Town Administrator emailed the Attorney and he thought we should encumber about \$5000 for the completion of the clearing of the Chapel deed.

**7. NH DOT Project 29597 NH Rte 16** – Town Administrator received a call from Nick at North Country Council regarding whether the Selectmen have had any discussions on a preferred project at the intersection of Route 16 and 113. The Board discussed several options that have come up in the past and right now their preference would be: change elevation of hill to improve line of sight, put in a traffic control light, add a turning lane and re-align the intersection. The TA will pass this information along to NCC.

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

**A. Planning Board – Selectman K. Robitaille** – Selectman K. Robitaille was unable to attend but the Road Agent did attend and noted that the meeting was brief.

**9. Correspondence:**

**A. Review and discuss letter from Superintendent of Schools regarding polling times for March 12 town meeting day**

The March Town Meeting date is 3/12/24 our polls generally open from 10:00 a.m. to 6:00 p.m. that day. The School Meeting generally starts at 6:30 p.m. and the Town Meeting continues at 7:30 p.m. or at the conclusion of the school meeting, whichever is earlier.

**B. Review and discuss letter from Attorney General's Office regarding the Albany Historical Society**

The Town Administrator offered to speak to the AG's Office but we did get a legal opinion that the Town should not spend any resources on resolving the Historical Society's business. The TA will send a letter to AG's office

**C. Review and discuss Annual Report from the Mount Washing Valley Economic Council. They are still looking for an Albany Representative**

The Board reviewed the letter from MWVEC. No one has stepped forward with interest in serving on the Council.

**D. Review and discuss letter from NH Rivers Management Advisory Committee. Kathleen Carrier has resigned as a member. The Committee is looking for another Albany Representative**

The Board reviewed the letter from the NH Rivers Management Advisory Committee. The TA asked if she should forward the letter to the Conservation Commission with the hope that they will know someone who might be interested in representing the Town. The Board agreed to send a copy of the letter to the ConComm.

**E. Review and discuss letter from NH DOT regarding a One Time Bridge Payment for 2023 in the amount of \$12,626.95**

The Board reviewed the letter from NH DOT. The TA will look into holding a public hearing as required by RSA 31:95-B to accept unanticipated revenue.

**F. Review and discuss letter from Charter Communications regarding quarterly franchise fee payment**

The Board reviewed the letter from Charter Communications. The total franchise fees for 2023 are \$6,529.70

**10. Public Comment:** none

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

**12. Next Meeting:** Wednesday, December 27, 2023 at 5:30 p.m.

**13. Adjournment:** *Chair K. Golding made a motion to adjourn at 6:28 p.m. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

Submitted by:  
Kelley A. Collins  
Town Administrator