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# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
March 12, 2024 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 5:30 p.m.

**In Attendance:** Chair K. Golding, Selectmen K. Robitaille and J. Drouin, Town Administrator K. Collins

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

3. **New Business:**

**A. Approval of February 21, 2024 Selectmen's Meeting minutes**

*Selectman K. Robitaille made a motion to accept the minutes of the February 21, 2024*

*Selectmen's Meeting as presented. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

**B. Approval of March 12, 2024 consent file**

\_\_Review & Sign manifest(s) in the amount of \$170,092.33, \$157,604.10, \$3,701.22

this includes an accounts payable and payroll manifests for 2/28, 3/6, and 3/12/2024

\_\_Review and approve Residential Building Permit for single family home at 253 High Street

\_\_Review, discuss and approve/deny Application for Veteran's Tax Credit for 1761 NH Route 16

\_\_Review, discuss and approve/deny Local Approval for Construction of an Individual Sewage Disposal System for 1324 Bald Hill Road (map 7, Lot 89)

*Selectman K. Robitaille made a motion to accept the minutes of the March 12, 2024 Consent File as presented. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

**C. Review, approve and sign 2024 contract with Albany and Conway Cable Channel**

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*Selectman K. Robitaille made a motion to approve and sign the 2024 contract with Conway Cable Channel 3. Selectman J. Drouin seconded. Motion passed: 3-0-0*

**D. Review, discuss and approve Treasurer's Investment Policy for 2024**

*Selectman K. Robitaille made a motion to approve and sign the Treasurer's Investment Policy for 2024. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

**E. Review, discuss and approve 2024 Contract for Assessing Services**

*Chair K Robitaille made a motion to approve and sign the 2024 Contract for Assessing Services. Selectman J. Drouin seconded. Motion passed: 3-0-0.*

**F. Review, discuss and approve/deny Municipal Facility Use Application for 3/23**  
*Chair K. Golding made a motion to approve the Municipal Facility Use Application, waiving all associated fees (use and cleaning). Selectman J. Drouin seconded. Motion passed: 3-0-0.*

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

**A. Review and discuss TAs error which caused a defect in the Town Warrant which will require a special town meeting in 2024.**

The Board reviewed the error the TA made and the email with "next steps" from the Town Attorney. The Board will set a date for the "special town meeting" at a future date.

**B. Review and discuss Expenditure & Revenue Reports for 2/29/2024**

The Board will review the expenditure & revenue reports for 2/29/2024

**5. APPOINTMENT**

**6. Old Business:**

**A. Chapel/Historical Society** – this item will be removed from agenda until the Board starts working on the 2025 budget and warrant articles

**7. NH DOT Project 29597 NH Rte 16** – The 2024 Select Board will work with Project Manager, Jason Ayotte to schedule a public informational hearing sometime after April 2024

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

**A. Planning Board – Selectman K. Robitaille** – Reviewed Habitat for Humanity 12 unit cluster housing with shared grounds, road built to town standards, common well and individual septic systems

**9. Correspondence:**

**A. Review & discuss (2) notices from Charter Communications** outlining Upcoming Changes and notice of quarterly franchise fee payment

The Board reviewed the correspondence from Charter Communications

**B. Review and discuss Alteration of Terrain Permit for Habitat for Humanity**

The Board reviewed the AofT permit

**10. Public Comment: none**

**11. Non Public Session under RSA 91-A:3, II as necessary**

**A. Non Public Session under RSA 91-A:3, II (a) and (c)**

The Town Administrator requested an open meeting under RSA 91-A, II (a). Chair K. Golding provided an email noting that she received (3) complaints in (1) week regarding the Town Administrator's "customer service skills" and "attitude" and requesting that she "improve herself" and "be kind to all". The TA asked who made the complaints and was told Jeffrey Frechette, Steve Parker and the TC/TX. The TA explained her most recent interactions with those three individuals and stated that she is professional and courteous at all times. She reminded the Board that she sends emails when any odd interactions take place and she made the Board aware of Mr. Parker's very loud complaint and the fact that what he was shouting about was not her error. She is concerned more with the timing and how this complaint was handled. Selectman Drouin suggests that any future complaints come in writing and be provided to all three selectmen prior to taking them up with any staff members. The Town Administrator noted that she will continue to provide professionalism and courtesy to all residents, taxpayers or visitors to town hall but she is not ever going to allow anyone to verbally abuse her and she will continue to let the selectmen know about any odd, rude, abusive interactions. The Town Administrator also suggested that the Selectmen promulgate a formal

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complaint policy so that any complaints can be properly investigated by the board, or their designee.

**12. Next Meeting: Wednesday, March 27, 2024 at 5:30 p.m.**

**13. Adjournment: Chair K. Golding made a motion to adjourn this meeting at 6:25 p.m. Selectman J Drouin seconded. Motion passed: 3-0-0.**

**Submitted by:** K. Collins/Town Administrator