

J.D.  
R.H.



# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
July 10, 2024 at 4:30 p.m.

This meeting may be viewed or streamed at:  
[https://youtube.com/playlist?list=PLE32cPKZXM4\\_W1ba2XKkjQH6Fif\\_gx5AI](https://youtube.com/playlist?list=PLE32cPKZXM4_W1ba2XKkjQH6Fif_gx5AI)

**1. Call to Order:** Vice Chair J. Drouin called the meeting to order at 4:30 p.m.

**In Attendance:** Vice Chair J. Drouin, Selectman R. Hiland, Town Administrator K. Collins, Elizabeth Lord, Sheriff D. Richardi and Videographer A. Hayford

**Absent:** Chair K. Robitaille

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

**3. New Business:**

**A. Approval of June 26, 2024 Selectmen's Meeting minutes**

Selectman R. Hiland made a motion to approve the minutes of the June 26, 2024 Selectmen's Meeting, as presented. Vice Chair J. Drouin seconded. **Motion passed: 2-0-0.**

**B. Approval of July 10, 2024 consent file**

\_\_\_ Review & Sign manifest(s) in the amount of **\$4,572.32 and \$166,387.09** this includes an accounts payable and payroll manifests for 7/3 and 7/10/2024

Selectman R. Hiland made a motion to approve the July 10, 2024 consent file, as presented. Vice Chair J. Drouin seconded. **Motion passed: 2-0-0.**

**C. Review, discuss and sign letter to owner of 9 Hillside Drive regarding land use**

The Board reviewed and signed the letter as provided by the Town Administrator (TA)

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

The Town Administrator made the Board aware that the owner of Piper Meadows MH Park has demolished and razed 138 Golden Oaks Road but there was a lien on this MH. The Town Administrator called the owner and made him aware of NH RSA 80:2-a which makes it a misdemeanor to "...remove a building or structure that is taxed as real estate from the location where it was last taxed...". The owner was told that as of 7/10/2024 there is a lien on that property in the amount of \$401.03 and the interest accrues per diem. The owner noted that he would be in next week with a bank check or cash.

**5. APPOINTMENT – meet with candidate for Animal Control Officer (ACO) and Representative from Sheriff's Office**

Non Public Session under RSA 91-A:3, II (b) the hiring of a public employee

Selectman R. Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (b), the hiring of a public employee, at 5:00 p.m. Vice Chair J. Drouin seconded. **Roll Call Vote: Vice Chair J. Drouin – aye; Selectman R. Hiland – aye.**

Selectman R. Hiland made a motion to leave Non Public Session at 6:10 p.m. and seal the minutes. Vice Chair J. Drouin seconded. **Roll Call Vote: Vice Chair J. Drouin – aye; Selectman R. Hiland – aye.**

**6. Old Business:**

**A. Ten Year Plan Application for safety project to improve intersection of Route 16 and 113**  
Review & discuss email from NCC regarding additional information for 10 year Plan application

The Board reviewed the email from Nick at NCC regarding additional information for the Ten Year application for the project at the corner of Routes 16 and 113.

Selectman R. Hiland suggested having the Chair put together this additional information with the assistance of Nick at NCC and then have Nick at NCC input into our application for us.

Selectman J. Drouin agrees as Chair K. Robitaille was the point person on this and is knowledgeable on what needs be done to address the safety concerns..

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

**A. Planning Board** – PB met July 8 and there was a BLA that was questioned. Town Attorney is ok with this BLA after reviewing our Zoning Ordinance.

**B. Conservation Commission** – Review & discuss, courtesy copy of Forest Management Plan for Town Forest

The Board reviewed the courtesy copy of the Forest Management Plan for the Town Forest, noting that Town Meeting vote has given management and authority over the Town Forest to the Conservation Commission

**8. Other:**

**A.** Selectman RH brought up May dog bite and looking at dog information. He notes that between 6/1 and 6/20 , in accordance with State Law the Town Clerk is required to provide the Selectmen with the dog warrant of un-licensed dogs .

*Selectman R. Hiland made a motion to have the TA send a second written request to the Town Clerk requesting the information on unlicensed dogs. Vice Chair J. Drouin seconded.*

**Motion passed: 2-0-0.** The Board also asked the TA to send all of RSA 466 to the Town Clerk so that she can be aware of her other requirements under that Statute.

**B.** V. Chair J. Drouin noted that the Town Hall alarm went off at 9:03 p.m. last night (Tuesday, July 9, 2024) and He came up and met the Sheriff at Town Hall. All the doors were locked and the alarm was cleared. V. Chair J. Drouin inquired as to whether the video camera could be accessed on line and was told by Pope Security that it used to be available on line but the selectmen had removed that option.

Selectman Hiland would like V. Chair J. Drouin authorized to have whatever password he needs to be able to review the video. The TA will look into the video from the Tuesday evening activation and what has to be done so J. Drouin can have access.

**9. Correspondence:**

**A. Review and discuss Conway Fire Department quarterly statistics report**

The Board reviewed the statistical report for the 2<sup>nd</sup> Quarter 2024 from the Conway Fire Department. Selectman R. Hiland requested that we ask Conway Fire if they could please list the roads that the MVAs were on. Then we can follow up on any accidents on Route 16.

**B. Review and discuss email from NHMA regarding the Broadband Equity, Access and Deployment (BEAD) process**

The Board reviewed the email from NHMA regarding BEAD. Selectman R. Hiland noted that as the Rep to CCBC that committee is on top of these grants.

**10. Public Comment:** none

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

Non Public Session under RSA 91-A:3, II (a) the dismissal, promotion, or compensation of any public employee and (b) the hiring of a public employee

*Selectman R. Hiland made a motion to go into Non Public Session under RSA 91-A:3, II (a) the dismissal, promotion, or compensation of any public employee and (b), the hiring of a public employee, at 6:10 p.m. Vice Chair J. Drouin seconded. Roll Call Vote: Vice Chair J. Drouin – aye; Selectman R. Hiland – aye.*

*Selectman R. Hiland made a motion to leave Non Public Session at 6:40 p.m. Vice Chair J. Drouin seconded. Roll Call Vote: Vice Chair J. Drouin – aye; Selectman R. Hiland – aye.*

*Selectman R. Hiland made a motion to accept the resignation of Town Administrator K. Collins from in-person employment, effective 9/30/2024. (K. Collins will stay on through the end of the year as either a part time, remote employee or as a 1099 contract worker). Selectmen J. Drouin seconded. Motion passed: 2-0-0.*

**12. Next Meeting:** Non Public Only Session on Wednesday, July 17, 2024 to interview candidates for Town Administrator position; Regular BOS Meeting, Wednesday, July 24, 2024 at 4:30 p.m.

**13. Adjournment:** *Selectman R. Hiland made a motion to adjourn the meeting at 6:40 p.m. Vice Chair J. Drouin seconded. Motion passed 2-0-0.*

Submitted by  
Kelley A. Collins  
Town Administrator

