



Albany Selectmen's Meeting Minutes

Albany, New Hampshire
November 12, 2025 at 4:30 p.m.

This meeting may be viewed or streamed at:

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

1. **Call to Order:** The Chair called the meeting to order at 4:30pm
In Attendance: Chairman K. Robitaille, Selectman J. Drouin, Selectman R. Hiland and Town Administrator A. Haynes.
2. **Pledge of Allegiance:** The Chair led the meeting in the Pledge.
3. **New Business:**
 - A. **Approval of Selectmen's Meeting Minutes for October 22, 2025 and October 29, 2025.**
Selectman R. Hiland made a motion to approve the October 22, 2025 Minutes as presented. Selectman J. Drouin seconded. Motion passed 3-0-0.
Chairman K. Robitaille made a motion to approve the October 29, 2025 Minutes as presented. Selectman R. Hiland seconded. Motion passed 3-0-0.
 - B. **Approval of November 12, 2025 Consent File**
 Review & Sign manifest(s) in the amount of **\$6,647.02, \$7,289.12 and \$6,485.32**
 this includes an accounts payable and payroll manifests for 10/28/2025, 11/4/2025 and 11/11/2025.
 - C. Review, discuss and approve/deny Raffle Ticket Permit Application from Mount Washington Valley Ski Jumping.
 - D. Review, discuss and sign Occupancy Letter for 2065 NH RT 16 Albany, NH.
 - E. Review, discuss and approve/deny updated service agreement with the Conway Area Humane Society.
 - F. Review, discuss and approve/deny Commercial Building Permit Application for Tin Mountain Conservation Center.
 - G. Review, discuss and approve/deny Local Approval for Construction of Individual Sewage Disposal System for 1995 NH RT 16 Albany, NH.
 - H. Review, discuss and approve/deny Residential Building Permit Application for 18 Spring Rd. Albany, NH M11, L14.
Selectman R. Hiland made a motion to approve the November 12, 2025 Consent File as presented. Chairman K. Robitaille seconded. Motion passed 3-0-0.
Selectman R. Hiland noted to make sure we budget properly to accommodate the updated service agreement with the Conway Area Humane Society.
 - I. **Town Administrator's Report:**
 - A. Review, discuss and approval/denial of upgrading the hard drive on the Town Administrator's computer for Windows 11 update.
Selectman R. Hiland made a motion to approve the Town Administrator to purchase the hard drive upgrade to the Town Administrator's office desktop computer to not exceed \$300.00. Selectman J. Drouin seconded. Motion passed 3-0-0.
 - B. Review, discuss and approve/deny Charitable Exemption requests.



(Sent under Separate Cover)

1. Tin Mountain Conservation Center

Selectman R. Hiland made a motion to grant the Exemption request for Tin Mountain Conservation Center. Chairman K. Robitaille seconded. Motion passed 3-0-0.

2. NH Audubon

Selectman R. Hiland made a motion to deny the Exemption request for NH Audubon. Chairman K. Robitaille seconded. Motion passed 3-0-0.

3. Mount Washington Valley Habitat for Humanity

Selectman R. Hiland made a motion to deny the Exemption request for Mount Washington Valley Habitat for Humanity. Chairman K. Robitaille seconded. Motion passed 3-0-0.

4. Lakes Region Conservation Trust

Selectman R. Hiland made a motion to deny the Exemption request for Lakes Region Conservation Trust. Chairman K. Robitaille seconded. Motion passed 2-1-0.

5. Upper Saco Valley Land Trust

6. Selectman R. Hiland made a motion to deny the Exemption request for Upper Saco Valley Land Trust. Chairman K. Robitaille seconded. Motion passed 3-0-0.

4. APPOINTMENT –

5. Old Business:

6. Other Business (and Board reports):

A. Planning Board – Meeting 11/10/2025

Selectman J. Drouin said the Planning Board meeting discussed the Capital Improvement Plan and are in the process of working on zoning definitions.

B. Conservation Commission – Meeting 11/4/2025 was cancelled

C. Solid Waste Committee – Selectman R. Hiland noted that the committee is in the process of updating their Memorandum of Understanding and should have it ready early next year. *Selectman R. Hiland made a motion to appoint Sarah Knox as an Alternate Representative to the Carroll County Communication District. Selectman J. Drouin seconded. Motion passed 3-0-0.* Selectman Hiland requested that T.A. A. Haynes draft a letter to inform the C.C.C.D. of Sarah's appointment.

Selectman R. Hiland also spoke about creating a Memorandum of Understanding with the Conway Recreation Department and asked if the BOS would be ok with him reaching out to Conway's Town Administrator J. Eastman to discuss further. The Board approved of Selectman Hiland reaching out to Conway's T.A. J. Eastman.

D. Chapel Committee – none

7. Other:

8. Correspondence:

A. Letter from NHDOT Notice of Public Hearing for Albany Project # 45056.

Chairman K. Robitaille discussed that he attended a prehearing meeting in Concord on 11/10/2025 in preparation for the NHDOT's Public Hearing scheduled for November 19, 2025 at 6:00pm at the Albany Town Hall.

Chairman K. Robitaille made a motion to appoint Selectman J. Drouin as a Representative to the North Country Council Commission. Selectman R. Hiland seconded. Motion passed 3-0-0. The Board requested that the T.A. send a letter to the N.C.C. informing them of Selectman Drouin's appointment.

The Albany BOS will be attending the North Country Councils Transportation Advisory Committee meeting scheduled for Thursday November 13, 2025 in Conway and advised the T.A. to post their attendance.

9. Public Comment:

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

11. Next Meeting: Tuesday, November 25, 2025 at 4:30 p.m.

12. Adjournment: *Selectman J. Drouin made a motion to adjourn at 5:11pm. Chairman K. Robitaille seconded. Motion passed 3-0-0.*

Respectfully Submitted By,
Alisa Haynes
Town Administrator