

Minutes must be kept of all public meetings and must be available to the public upon request not more than five business days after the public meeting. A business day means the hours of 8 am to 5 pm on Monday through Friday, excluding national and state holidays. The minimum content of meeting minutes includes: (1) names of members present; (2) other people participating (it is not necessary to list everyone present, however); (3) a brief summary of subject matter discussed; and (4) any final decisions reached or action taken. There is no legal requirement to accept or approve the minutes. Even if minutes have not yet been approved, they still must be made available not more than five business days after the public meeting. When the five business day deadline is reached before the minutes are approved, they can be made available to the public with a notation that they are a draft version.

Taken from “*Knowing the Territory*,” a publication from the New Hampshire Municipal Association.

Minutes

Albany NH Selectmen’s Meeting

July 22, 2015 4:00 p.m.

At 4:00 p.m., the Selectmen’s meeting was called to order. In attendance were Kelly Robitaille, Jack Rose and Cathy Ryan. Also present were Lee Grant, June Johnson, Dorothy Solomon, Steve Knox, Sara Young-Knox, Rick Hiland and Peter Carboni. The following business was conducted.

Chairman Robitaille led in the pledge of allegiance.

Regular Business:

- Reviewed & approved July 15 minutes – Selectman Rose made a motion to approve the minutes as submitted, Selectman Ryan seconded the motion and all were in favor.
- Signed checks totaling \$8,116.11.

New Business:

Permission is requested for a relay walk from the old F.W. Webb parking lot and north on Route 16 for five miles. Carroll County Sheriff’s Department will be in charge of patrolling the route and signs will be placed notifying drivers that a relay walk is in progress. The name of the walk is “Take a Walk in our Shoes.” Proceeds will support families, addicts and all of those in our community struggling with addictions. Donation boxes can be found at stores in our community and volunteers are selling bracelets. More

information can be found on their Facebook page at: Take a Walk in Our Shoes. Selectman Rose made a motion to approve the request, Chairman Robitaille seconded the motion and all were in favor.

Eastern Slope Airport Authority has announced its annual meeting for 7:00 p.m. on August 28 at the airport in Fryeburg, ME. Rick Hiland reported there is a pig roast planned for it and it will begin at 6:00 p.m. He discussed current on goings at the airport.

The Department of Revenue Assessing Division submitted three reports of their work overseeing and ensuring the assessor's data accuracy.

The Board reviewed the impending deed list. Deeding will take place on August 31.

Old Business:

A notice of decision was received from the Conway Zoning Board of Adjustment.

Town Board Selectmen's Rep Reports:

Selectman Ryan reported she received an e-mail from June Garneau of Mapping Solutions. Albany should update their emergency operation plan alert list and resource inventory list. Neither needs to be forwarded to FEMA unless we are directed to do so. June will be in touch at the end of August to begin to plan meetings to update the Local Hazard Mitigation Plan. The alert list has been updated. The resource inventory list will be reviewed. Selectman Ryan would like to make contact with prior planners to gather input for the update. She would like to have new people participate also.

The Town Administrator informed the Board there have not been any bids submitted for the two properties that are up for sale. Selectman Ryan asked if there had been interest. The Town Administrator replied yes.

Selectman Rose noted it was a busy weekend in Albany. One person drowned in Whitton Pond while wearing a life jacket and a 14 year old boy was saved at Lower Falls by Conway Fire Chief, Steve Solomon. The Chief jumped into the river to rescue the boy, navigated over the falls and led the boy to safety.

Selectman Rose reported on the town picnic. He wished there had been higher attendance, but the threat of bad weather may have scared people off. At one point there was a count of 78 people. It was good fun and Selectman

Rose thanked Peter and Cindy Carboni for bringing their horses to give rides to the children. The drone video can be seen on the Albany website, albanynh.org.

Selectman Rose said the Historical Society T-shirts and hats are available for sale. The shirts are available in medium, large and extra-large. They sell for \$12.50. The hats are selling for \$20.00. There is plenty of inventory available and Selectman Rose can be contacted at 447-6611.

Selectman Rose feels it is time that Albany got an identity. He noted former Selectman, David Urey did a good job at putting together the Welcome to Albany sign on Route 16. The Municipal office sign has faded and he would like to budget next year to get it repainted.

Selectman Ryan attended a Chamber After Hours event. They give out door prizes by pulling business cards from a box. It occurred to her that Albany Selectmen don't have business cards and they should when they are out in the community. The Town Administrator pointed out that Minuteman Press sells business cards with a minimum of 500. Lee Grant added they could be produced on a computer.

Chairman Robitaille wanted to touch base with the issue of drugs in the valley. It came close to home over the weekend as his son picked up a needle in their driveway and today at work paraphernalia was found. The area is changing and we need to be aware of it. He added that he is all for anything that promotes awareness and helps out like this "Walk in Our Shoes" relay. Rick Hiland added he found needles in his driveway too. Peter Carboni asked if there is a list of phone numbers to hand out in case someone in need reaches out. Rick suggested the Sheriff's Department must have contacts.

Public Comment:

Dorothy Solomon suggested Chairman Robitaille get in touch with Lance Zack at Tri County Community Action as he runs a program that deals with addiction issues.

Sara Young-Knox read a letter she prepared regarding possible alcohol consumption at the town picnic.

NonPublic Session: RSA 91-A:3, II (a) & (c):

KR____
JR____
CR____

At 4:38 p.m. Chairman Robitaille made a motion to move into nonpublic session citing RSA 91-A:3 II (a) & (c). Selectman Rose seconded the motion and all were in favor. Roll call was unanimous in the affirmative.

At 5:28 p.m., Selectman Rose motioned to move into public session, seconded by Chairman Robitaille, all were in favor.

At 5:29 p.m., it was determined that the minutes shall not be publicly disclosed. Selectman Rose motioned to seal the minutes, to not publicly disclose the minutes because it is determined that divulgence of the information will likely affect adversely the reputation of any person other than a member of the Board. Chairman Robitaille seconded the motion and all were in favor.

At 5:30 p.m., Selectman Rose made a motion to adjourn, Chairman Robitaille seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator