

Minutes

Albany NH Selectmen's Meeting

March 26, 2014

At 4:27 p.m., the Selectmen's meeting was called to order. In attendance were Rob Nadler, Jack Rose and Kelly Robitaille. Also present were Lee Grant, Peter Carboni and Bill Lake. The following business was conducted.

Regular Business:

- Reviewed & approved March 19 minutes- Rob made a motion to approve the minutes as submitted, Kelly seconded the motion and all were in favor.
- Signed checks totaling \$ 3,586.24.
- Town Administrator Report-see below

Town Administrator Report:

There will be a trail race held on June 1 on the Tin Mountain property. The coordinator wanted to let the Selectmen know the runners will cross Bald Hill Rd. in two places that day. The Road Runners Club of America will be responsible for traffic control. Rob asked if they were insured. Kathy replied she received their certificate of insurance.

On Wednesday, April 16, Kathy has a Tax Collector seminar to attend. She won't be back in time for the Selectmen's meeting. She suggests holding a meeting on the fifth Wednesday of the month instead, when the Selectmen would not normally meet. Rob thought that was a good idea. Jack and Kelly agreed.

Kathy requested vacation days on April 17, 18 and 21. Rob, Jack and Kelly granted the vacation days.

Old Business:

Rob would like to set up e-mail addresses for all board members on every board in town. Kathy will contact the website host to see how many e-mail addresses we can have.

Jack would like to have a list of unfinished business submitted to tie up loose ends that have not been taken care of. The list shall include:

- deeded property updates,

- update elected officials terms on website,
- contact Forest Service to see if the covered bridge is blocked off and the gate is being closed,
- contact the Forest Service to see if they are planning to put up a barrier in front of the covered bridge to protect it over the summer,
- consult with Sheriff Department to see if the Guppy property remains secure
- contact Jon Munro, Jr. to see that the trailer on his father's property will be removed as soon as the snow melts and give an update as to the cleanup of his father's property.

Enforcement Issues:

Rob suggested the Selectmen begin taking on more enforcement issues. The Planning Board brings up a good point that the Selectmen have not been enforcing violators consistently. Rob is not willing to go back 15 years to cite violators but said the Board needs to begin somewhere. A letter has been drafted to a property owner who placed a structure without a permit. It is a friendly letter asking them to submit an application for approval.

Rob added the Assessor should be questioned as to how other towns are handling these situations. Rob said the zoning ordinance says a structure exists if it is affixed to the ground. Peter Carboni stated a structure exists if it is in a fixed location. Kelly agreed the town cannot go backwards to make others get a permit. Rob reiterated the Board must start somewhere and it may as well be in the commercial zone. Peter replied if it is in the commercial zone it must go to the Planning Board for site plan review. Rob made a motion to approve the letter, Jack seconded the motion and all were in favor.

Bill Lake told the Board the same kind of structure was just placed behind Leonard Builders and should be required to submit an application for a building permit.

Rob said the Board can't just ignore it and not enforce the ordinance. That is a large part of the Selectmen's job. This needs to be addressed for the whole town. If there is an existing ordinance, there is no choice but to enforce it.

Long Term Goals:

Rob wants to be sure old issues won't be forgotten. He would like to see them listed weekly and we can check each item off as we go along. Kelly agreed

saying we have the same issues every week. He will get a sample worksheet from work to utilize.

Rob would like to work on long term goals saying it didn't need to be addressed every week but once a month for 30 minutes or so should be sufficient. Such as the Conway Village Fire District contract that will be expiring this year. We could start discussing the renegotiation now.

Rob added we could start talking to Curtis now about creating new road standards as the current ones are outdated. Curtis could create a committee to start working on one section at a time.

Rob thought a plan should be worked out to digitize records so searches may be completed with ease. He would like to invite David Maudsley to a meeting as he has experience with this and could do a presentation for the Board. Rob would like to be on the same page as the Planning Board. He would also like to come up with a Capital Improvement Plan for the town.

Rob suggested once a month a speaker should be invited into the Selectmen's meeting, such as the Forest Service or the Sheriff's Department for updates.

Rob would like Curtis to come up with a five year plan for road maintenance and/or upgrades. If the Board works at this every week, they could take big chunks out of large projects.

Rob also noted survey monkey has a free program when setting up a joint board meeting, everyone involved could input when they could meet and survey monkey could calculate what date and time is best for the majority of people and sets it up.

Bill would like to look at the ordinances and the amendments thereto as he thinks changes have been made to the current ordinances without the proper legislative body approvals.

Public Comment:

Lee Grant suggested that the increase in the conference line appropriated at town meeting be spent on having an educational presentation to the Zoning Board of Adjustment. He feels the members need information. Rob asked Kathy to contact Andy Davis to initiate this and it may be a good idea to have David Maudsley do a presentation for them as well.

Jack mentioned the Selectmen's Institute, which was brought up by Sara Young-Knox recently. It consists of four Saturdays throughout the summer and filled with a wealth of information for Selectmen. There is also a class put on by the NH Municipal Association based upon their publication, "Knowing the Territory." Jack asked Kathy to find out when that class will be held.

Elderly Exemption:

Jack made a motion to approve the Elderly Exemption application, Kelly seconded the motion and all were in favor.

Excavation Intent:

Jack made a motion to approve the Excavation Intent, Rob seconded the motion and all were in favor.

Jack made a motion to adjourn at 5:48 p.m., Rob seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator