

**Town of Albany, New Hampshire**  
**Planning Board Monthly Meeting Minutes**  
**Monday June 12, 2017 7:00pm**  
Next Work Session will be on 6/26/17

These minutes were prepared by the recording secretary as a reasonable summary of the essential content of the meeting, not as a transcription.

**Present:** Rick Hiland- Select Board Rep, Tara Taylor- Chair, Sean Wadsworth-Alternate, Morris West-Alternate

**Excused:** Adrian Simons, Peter Carboni

**Chairman Tara Taylor appoints Sean Wadsworth and Morris West as voting members for this meeting.**

The meeting was called to order by Chair Tara Taylor at 7:00 P.M.

**Approval of Minutes**

***A motion was made to Rick Hiland, seconded by Sean Wadsworth to approve the minutes of 5/8/17. Motion passed 4-0. A motion was made by Rick Hiland, seconded by Morris West to approve 5/22/17 Work session meeting minutes as presented. Motion passed 4-0.***

**Selectmen's Report**

- On June 2<sup>nd</sup>, a public hearing on by-laws for the Video system was held. Each chairman is responsible for making sure each meeting that takes place is recorded for public record.
- Road ordinances for weight limits in the spring was discussed.
- Fire Chief Solomon discussed 12 violations from last year that the town hall was required to repair. Electrical work needed to be completed, including the addition of a generator box for emergencies. The double doors to the main entrance now have crash bars to allow for emergency exit. This was partially paid for by grant funds.
- Meeting with NH DOT in regards to Passaconaway Rd. This is an access road to the National Forest, which makes it eligible for federal grant funds to assist in repairing/additions to the road.
- TANS was discussed
- Computer Port is reviewing the towns computer software for security/virus and efficacy

**Discussion of Correspondence**

- Town and City Magazine discussed
- 3 seminars are coming up in September that would be beneficial to members of the board regarding policies and procedures-Will discuss details closer to the date of seminar

### **New Business**

- Rules of procedure for voting members discussed
- Reference Video-Kathy will assign a reference number for new ordinance on Video system, once complete, Secretary will add to rules of procedure
- Updating of computer files

### **Old Business**

- Discussion of portable backup disc drive-Will correspond with Kathy Vizard to see about saving Planning Board materials to icloud services or equivalent.
- Discussion about when to start the budgeting for the following year
- Zoning Definitions
- Coleman Concrete may need an extension for their site plan review. Chair Tara Taylor will look into this to see if they need a new plan.

### **Public Comment**

### **Adjournment**

*A motion was made by Rick Hiland, seconded by Morris West to adjourn the meeting at 8:53 PM. Motion to adjourn passed unanimously (4-0).*

Respectfully Submitted,

*Chelsea Tripp*  
Planning Board Secretary