

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.

**Selectmen’s Meeting
Minutes
Albany, NH
August 2, 2017**

Call to Order: At 7:05 p.m., Chairman Hiland called the Selectmen’s meeting to order.

Pledge of Allegiance:

Attendance:

Members: Rick Hiland, Cathy Ryan and Joe Ferris
Town Administrator: Kathy Golding
Public: Tara Taylor and Steve Knox

New Business:

- **Approval of the July 19 and July 26 minutes:** Selectman Ferris made a motion to approve the July 19 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor.
Selectman Ferris made a motion to approve the July 26 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor.
- **Approval of consent file:** Selectman Ferris made a motion to approve the consent file as presented, Selectperson Ryan seconded the motion and all were in favor.

Signed checks	\$16,333.66
Approved one septic design	Map 6 Lot 73
Approved one building permit	Map 9 Lot 147
Approved one request for leave	

Review Environmental Assessment Interview Questionnaire: The Selectmen discussed the questionnaire and agreed to answer “unknown” for all of the

questions. The Town doesn't have any definitive proof to answer the questions otherwise.

Review Computer Port's report of standard maintenance: The Selectmen would like Computer Port to maintain the town's computers annually.

Review NH DRA recommendations for accepting unanticipated funds in the amount of \$32,933.31—Public hearing to be held 8/16 at 5 pm

Selectman Ferris is concerned with the current condition of Passaconaway Rd. He recommended shutting the road down because it is not safe. The logging trucks are taking a toll on the road. Chairman Hiland noted that the road agent is taking care of it. Selectperson Ryan would like to consult with the road agent before voting to close the road. The Board discussed different options to make the road safe.

Town Administrator's Report:

The County Commissioners will attend next week's Selectmen meeting at 5:00 p.m. They were made aware that the public hearing will be held first.

Jim Innes of the White Mountain National Forest will meet with the Selectmen next week at 5:15 p.m. Also invited are Fire Chief Steve Solomon, the Conway Village District Commissioners and Sheriff Domenic Richardi.

Scott Whigham of Almost There has inquired as to how to expand the boundaries of the Conway Village Fire District so he may tie into their sewer and water lines.

Peter Munro visited the office. He continues to clean up his father's property on Bald Hill Rd.

There has been no contact from Sabrina Moulton regarding her father's property and the removal of old vehicles from it. The Selectmen would like a certified letter mailed to Sabrina Moulton asking for a plan of action on her father's property.

The Selectmen would like the Health Officer to inspect One Wheel Drive to make sure there are no chemicals seeping into the ground on the property.

Appointments:

Steve Knox (North Country Council Representative): **7:15 pm**

Steve is participating on a subcommittee of CEDS. They are working on resiliency in the North Country. Plymouth State students are working on a survey regarding

strengths, weaknesses, opportunity and transition. Steve may come back to the Board in the future to put proposals on the table for discussion.

Old Business:

- Albany Selectmen business roundtable – no action taken.
- State Bridge Aid – waiting on NHDOT estimate
- Semi-annual billing – no action taken.
- Fiscal year budgeting – no action taken.
- Generator purchase/grant – reviewed list of contractors.
- Planning Board appointees – 2 Board openings-no action taken.
- Discuss the establishment of a Heritage Commission – Chairman Hiland asked for authorization to contact Town Counsel regarding the options to the Town about liability on Passaconaway Rd. and also regarding the dissolution of the Albany Historical Society and the Town taking over its artifacts, inventory and funds per their Articles of Incorporation. All were in favor.
- North Country Council update of Regional Transportation Improvement Program and Ten Year Plan for Fiscal Years 2019-2028 and removal of rumble strips from plan – no action taken.
- Meeting in Wonalancet – will be scheduled for the fall
- Dedication of the Annual Town Report – no action taken.
- TAN application – submitted
- Mountain Meadow Riders Snowmobile Club is looking for permission from the Town to utilize that part of Passaconaway Road- no action taken.
- Meeting with Tom Wagner, his replacement, Conway Fire Chief Solomon and Conway Village Fire District Commissioners- next Wednesday.

Other Old Business: follow-ups

- Steeple people – need them to look at any possible Chapel steeple roof leaks, structural damage and cost estimate to repair-no action taken.
- One Wheel Drive -updated
- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up—send another certified letter.
- Bald Hill Road Munro-updated
- Town computer vulnerabilities – Computer Port reported.

Other Business (and Board reports):

-Planning Board – Rick-

-Conservation Commission – Cathy

-School Board – Joe

-Other: Selectperson Ryan contacted Mrs. Swezey and left her a message regarding a cemetery plot today.

Selectman Ferris is going to transfer his letter requesting support from the Carroll County Commissioners from a pdf file to a word file so the Board can edit it.

Chairman Hiland commented there was an e-mail from Kathy Carrier regarding the removal of branches that are covering a bicycle sign. It should be forwarded to the road agent.

Chairman Hiland noted there is a meeting at the Russell Colbath House on August 9 at 11:00 a.m. The meeting is with the National Forest Officials, Fire and Rescue Officials, the Carroll County Sheriff and officials from towns across the Kancamagus Highway. They will be discussing bearing the cost of fire and rescue calls on the Kancamagus Highway.

Chairman Hiland announced a meeting has been set with our State Representatives on Monday, August 28 at 7:00 p.m. here at the Albany Town Hall. He would like to invite Fire Chief Solomon and the Conway Village District Commissioners. The Board should put together a list of topics for conversation to forward to the Representative beforehand. Chairman Hiland would also like to open it up to neighboring towns as was done before.

Chairman Hiland would like to set up appointments with health insurance companies to go over rates and coverage.

Chairman Hiland would like to start the 2018 budget. He would like to get the Planning Board, Conservation Commission and the Town Clerk in to a meeting for discussion of their budgets. He would like to put together a timeline for the budget season.

Chairman Hiland announced the Eastern Slope Airport Authority will hold its annual meeting and barbeque on August 18 at 5:00 p.m. If anyone plans to attend they should rsvp to the airport.

Correspondence: none

Public Comment: none

Next Meeting: August 9 at 5 PM

Adjournment:

At 8:45 p.m., Selectman Ferris made a motion to adjourn, Chairman Hiland seconded the motion and all were in favor.

RH____
CR____
JF____

Respectfully Submitted,

Kathleen Golding
Town Administrator