



# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
December 5, 2018 5:00 p.m.

**Call to Order:** At 5:00 p.m., Chairman Hiland called the Selectmen's meeting to order.

## **Pledge of Allegiance:**

## **Attendance:**

Members present: Rick Hiland, Cathy Ryan and Joe Ferris  
Town Administrator: Kathy Golding  
Public: Dorothy Solomon

## **New Business:**

- **Approval of the November 28 minutes:** *Selectman Ferris made a motion to approve the November 28 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*
- **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 (3-0-0).*

Signed payroll checks and vouchers	\$6,333.06
Approved accounts payable invoices	\$488,289.59
Reviewed & signed previously approved accounts payable & issued checks	\$3,594.94
Reviewed & approved one building permit	Map 5 Lot 49

## **Town Administrator Report:**

Bob Herbeck from Field Electric gave Chairman Hiland and Kathy an overview of the operation of the new generator. It has already run for 17.2 hours and is ready for its first maintenance and installation of the cold weather kit. It will be scheduled within the next few weeks.

Tom Albert from Computer Port will analyze the need for computer and security software upgrades and will provide a quote. Chairman Hiland would like to be present when Tom comes to the office.

Chuck Merrow will continue his work with the QuickBooks program tomorrow.

**APPOINTMENTS:** None

**Old Business:**

- Emergency Management/Operations Plan – December 18 at 5 pm.
- Town Hall – building & parking lot maintenance – waiting for additional quotes.
- State Bridge Aid – application filed and received by NHDOT – waiting
- QuickBooks Pro transformation – in process
- Chapel Committee/Historical Society – nothing to report.
- Security/Fire system upgrade and evaluation – waiting for additional quote.
- Transportation Alternatives Program (TAP) – submitted - waiting
- Federal Land Access Program (FLAP) – submitted - waiting
- Business Roundtable meeting – TBD –
- Records Retention Committee meeting– TBD (January)
- Road Standards update – in process
- Winter road maintenance policy – Chairman Hiland distributed a copy of the draft policy for review. He also sent it to Curtis Coleman, Road Agent and NH Municipal for review and recommendations. Curtis will attend next week's meeting to discuss the policy. A public hearing will be scheduled once the policy is finalized.
- Cable TV contract (2021) – waiting for copy of contract -
- Cersosimo Lumber – meeting in January
- Treasurer's office – see above – Computer Port
- Claim Linx – Chairman Hiland spoke to Barbara Reid, NH Municipal and she referred him to a representative from Healthtrust who is more knowledgeable about self-funding and administration of health insurance. He will follow up with the representative.
- NH State Surplus – in process
- North Country Council – need volunteer to serve as Albany Commissioner
- 2018 Budget – transfer funds? Encumber funds? – Chairman Hiland would like to use the Emergency Management line item in the budget to pay \$300 for the cold weather kit for the generator. The Selectmen agreed.
- Postal rate increase – no action taken.

**Other Old Business:** follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— Chairman Hiland spoke with Town Counsel,

Matt Serge. Matt will start to draft the court documents and once the deadline for the cleanup has passed, he will file the documents.

- Chairman Hiland also asked Matt Serge and NH Municipal about the Town's liability if a small generator was lent to a resident in need when an emergency arises. He is awaiting a reply. Chairman Hiland will also contact Primex, the Town's liability insurance company.
- Route 16 – 2219 NH Route 16 – fire cleanup update – Chairman Hiland said the letter received from NCIC was an unacceptable timeline. Two years have passed since the fire and the cleanup should be complete. He directed the Town Administrator to draft another letter and give a deadline of 30 days for the completion of the cleanup. All of the Selectmen agreed.

### **Other Business (and Board reports):**

**Planning Board – Rick-** next meeting December 11 at 7 pm

**ESAA – Rick** – there will be a vote on the draft bylaws tomorrow at 5 pm

**Conservation Commission – Cathy** – Sean Wadsworth has gone through the files of water resources and is making a list of what Albany has. They will be pursuing the update of these resources as things change over time.

**School Board – Joe** – next meeting tomorrow at 5:30 to appoint a new School Board member. Jeanette West has been sworn in.

**Other:** Selectperson Ryan thanked Chairman Hiland for fixing the chair in the meeting room. Selectman Ferris thanked Kathy Golding for donating an additional office chair for the meeting room.

### **Correspondence:**

NCC-2019 dues-Chairman Hiland noted Michelle Moren-Grey and Alex Belenz of North Country Council have gone over and above to assist Albany this year. The increase is minimal.

2019 Carroll County Proposed Budget- Chairman Hiland reviewed the proposed budget and when the estimated revenue is taken into consideration, it appears that the overall portion of the budget that will have to be collected from the taxpayers will be reduced by 1.3 million dollars in 2019. The Delegation still has to review and approve the budget but he hopes this will hold true.

**Public Comment:** Dorothy asked for clarification on the County budget. Chairman Hiland clarified his comments.

**Next Meeting:**    **December 12 at 5 PM**

***Adjournment: At 5:38 p.m., Chairman Hiland made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor (3-0-0).***

RH\_\_\_\_  
CR\_\_\_\_  
JF\_\_\_\_

Respectfully Submitted,

Kathleen Golding  
Town Administrator