



Albany Selectmen’s Meeting Minutes

Albany, New Hampshire January 2, 2019

Call to Order: At 5:03 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 December 19 minutes:** *Selectman Ferris made a motion to approve the December 19 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	\$1,768.30
Approved accounts payable invoices	\$793.89
Reviewed & signed previously approved accounts payable & issued checks	\$59,212.47
Approved request for leave	
Reviewed NH Employment Security Quarterly report	
Reviewed & approve quarterly payroll report	
Reviewed & approve title search contract	
Reviewed & approve Auditor’s agreement for services	
Reviewed 2018 budget	

- **Discuss Town Report dedication:** The Board will continue discussions on the Town Report dedication and will be placed under old business. The Town Administrator suggested the Town Report be dedicated to Ann Croto, who served in many capacities for Albany over the years.

Town Administrator Report:

The request for the EMPG reimbursement for the installation of the generator was mailed on December 21.

Another letter was sent to Northern Community Investment Corporation regarding the cleanup of 2219 NH Route 16.

A tentative schedule has been set up for the 2019 proposed municipal budget public hearing. It will be held on Wednesday, February 13 at 5:30 p.m. The snow date will be Thursday, February 14 at 4:00 p.m.

Petitioned warrant articles must be submitted to the Selectmen's office no later than February 5 at 4:00 p.m.

The Town Administrator and the Treasurer are working to close up the books for 2018.

The Town Administrator will begin to draft the proposed budget with figures from vendors that have already been sent to the office.

The Town Administrator asked the Select Board to begin thinking about warrant articles to place on the warrant. The Town Administrator is currently waiting for a quote to place the tax maps online through the assessing and tax collection software, Avitar. Selectman Ferris suggested a warrant article for the maintenance of the chapel. Chairman Hiland noted it was discussed at the CIP meeting to recreate a chapel fund.

APPOINTMENTS: None

Old Business:

- Emergency Management/Operations Plan – January 22 at 5:30 pm & January 28 at 6 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 – January 7 at 7:00 pm

- 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– January 17 at 10:00 am
- Road Standards update – in process-a quote was received from HEB Engineers to update the standards. Chairman Hiland thought it would be worthwhile to keep the quote and use HEB to update the standards as recommended by the Road Agent.
- Winter road maintenance policy – in process.
- Cable TV contract (2021) – waiting for copy of proposed contract -
- Cersosimo Lumber – meeting at the end of January
- Treasurer’s office – no action taken.
- Claim Linx – Chairman Hiland asked the Board to give him permission to contact a lawyer that was recommended by Town Counsel, Matt Serge that is within his firm. The lawyer specializes in health insurance. Selectman Ferris and Selectperson Ryan agreed to have Chairman Hiland contact the lawyer. Chairman Hiland would like to invite a representative from NH SchoolCare and Healthtrust to discuss funding deductibles and copays.
- NH State Surplus – in process
- North Country Council – need a volunteer to serve as Albany Commissioner
- Postal rate increase – the Town Administrator will order pre-stamped envelopes.
- Broadband meeting – Chairman Hiland will organize to meet within the next few weeks.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – Certified letter sent - junk cars, trucks and campers clean-up— no action taken.
- Route 16 – 2219 NH Route 16 – fire cleanup update – another letter has been sent to the bank.

Other Business (and Board reports):

Planning Board – Rick- meeting on January 14 at 7:00 pm. They will hold a public hearing for a proposed lighting ordinance.

ESAA – Rick – the nomination committee is soliciting applicants for 11 Directors. Letters of intent must be received by January 11.

Conservation Commission – Cathy – no meeting set for January yet.

School Board – Joe – meeting January 15 at 5:30 pm

Other: Chairman Hiland would like to gather any and all former members of the Historical Society for a meeting to discuss whether the Society will

RH____
CR____
JF____

continue to exist or dissolve. There is a dissolution section in the articles of incorporation that will need to be followed if that is what is decided.

Correspondence: Eastern Slope Regional Airport call for nominations

Public Comment: None

Next Meeting: January 9 at 5 PM

Adjournment:

At 5:54 p.m., chairman Hiland made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Golding
Town Administrator