



Albany Selectmen’s Meeting Minutes

Albany, New Hampshire March 27, 2019

Call to Order: At 5:04 p.m., Chairman Hiland called the Selectmen’s meeting to order.

Pledge of Allegiance:

Attendance:

Members present: Rick Hiland and Cathy Ryan. Joe Ferris was excused.
 Town Administrator: Kathy Golding
 Public: Dorothy Solomon, Curtis Coleman and Tara Taylor

New Business:

- **Approval of the March 20 minutes:** *Chairman Hiland made a motion to table the minutes until next week, Selectperson Ryan seconded the motion and all were in favor (2-0-0).*
- **Approval of March 27 consent file:** *Selectperson Ryan made a motion to approve the consent file as presented, Chairman Hiland seconded the motion and all were in favor (2-0-0).*

Signed payroll checks and vouchers	\$3,783.06
Approved accounts payable invoices	\$32,307.53
Reviewed & signed previously approved accounts payable & issued checks	\$4,099.43
Signed letter to Town of Conway	Valley Vision funding voted down
Reviewed & approved one septic design	Map 7 Lot 72

- **Reappoint Jonathan Powers – Forest Fire Warden:** *Chairman Hiland made a motion to appoint Jonathan Powers as Albany Forest Fire Warden, Selectperson Ryan seconded the motion and all were in favor (2-0-0).*

PUBLIC HEARING: Winter Road Maintenance Policy

Chairman Hiland opened the public hearing at 5:15 p.m. The Select Board discussed the proposed winter road maintenance policy. A few questions were raised and answered by the Road Agent, Curtis Coleman. A few grammatical changes were made to the proposed policy. Chairman Hiland closed the public hearing at 5:28 p.m.

The Select Board will vote on the proposed policy at their next meeting.

Town Administrators Report:

Occupants at 2219 NH Route 16 have vacated the property and their belongings will be removed once the snow has melted.

The signed appropriated budget (MS-232) has been uploaded to the Department of Revenue portal.

The Town website has been updated with the newly elected and appointed officials along with their terms of office.

Pope Security has been scheduled to wire the back office (Treasurer's office) for internet/network access.

Impending lien notices were mailed out today via certified mailing as required by law.

APPOINTMENTS: NONE

Old Business:

- **QuickBooks Pro transformation** – in process-completion goal June 30.
- **Treasurer's Office** – in process-Pope is scheduled to wire for internet. ComputerPort will set up computer/network.
- **NH State Surplus** – in process-a furniture list will be created.
- **Town Clerk Office** – setting up independent internet connection to eliminate the need to have the Selectman's Office computer on in order to operate their computers. Will discuss with ComputerPort.
- **Town Hall – building & parking lot maintenance** – waiting for additional quotes – schedule sealing of parking lot.
- **NH State Bridge Aid** – application filed and received by NHDOT – waiting
- **Chapel Committee/Historical Society** – a meeting was held on Saturday. The committee needs to figure out what needs to be done to the chapel and what may be done with the chapel and its contents.
- **Security/Fire system upgrade and evaluation** – waiting for additional quote
- **Federal Land Access Program (FLAP)** – submitted – waiting

- **Northern Borders Regional Commission grant** – waiting for filing period to open
- **Business Roundtable meeting** – TBD –
- **Road Standards update** – in process – set up meeting with HEB
- **Winter road maintenance policy** – to be adopted April 3.
- **Cable TV contract (2021)** – waiting for copy of proposed contract-a letter will be drafted making known that Albany will only renew one year at a time.
- **North Country Council** – need volunteer to serve as Albany Commissioner
- **Broadband Initiative meeting** – a meeting was held today. Chairman Hiland reported a lot of information was given and there were great presentations. The committee needs to identify if it is worth pursuing. A feasibility study is needed. The next step is to see what the local business interest is in broadband.
- **NCIC – 2219 NH Route 16** – April 15 cleanup – the occupants have vacated the property. Their belongings will be removed once the snow melts.
- **Meeting with State Representatives and Senator** – TBD (May)
- **Meeting with County Commissioners** – TBD (April)
- **Meeting with Governor’s Executive Councilor** – TBD (April)
- **Credit Card authorization signatures** –discussed credit card issuance and who can use the card. The Town Administrator has one credit card issued to the Town of Albany with her name on it.
- **Water Companies** – look for alternative bottled water companies and get prices, service and quality information.

Other Old Business: follow-ups

- Route 16 Moulton property/campground – in process

Other Business (and Board reports):

Planning Board – Rick- the Planning Board discussed an enforcement policy that can be implemented between Boards/Commissions/Committees and the Selectmen in order to enforce violations.

NHMA – Rick – things are going well with the new Executive Director in place.

Conservation Commission – Cathy – next meeting April 2 at 6:00 p.m.

School Board – Joe – nothing to report.

Other: Chairman Hiland reported that the STEM aviation is going very well. They have scheduled two weeks of summer camps and they are filling up quickly.

NHMA has a “Hard Road to Travel” workshop scheduled for April 26. Chairman Hiland will attend.

Chairman Hiland would like to draft a policy for a procedure to submit petitioned warrant articles to include requesting information on service provided by the organization(s).

Chairman Hiland would like more information on the Conway Recreation Department before issuing a payment. An appointment will be made with representatives from the Conway Recreation Department.

Correspondence: Planning Board noncompliance memo-Chairman Hiland read aloud an e-mail from Planning Board Chairperson, Tara Taylor, in regard to a property in violation of Albany's Zoning Ordinances. A letter will be mailed to the owner notifying them of the violation.

DRA equalization ratio report-Albany's equalization ratio for 2018 is 99.6%.

NHDOT red listed bridge annual report-the Board reviewed the report.

Public Comment: None

Next Meeting: April 3 at 5 PM

Adjournment:

At 6:30 p.m., Chairman Hiland made a motion to adjourn, Selectperson Ryan seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Golding
Town Administrator