



# Albany Selectmen's Meeting Minutes

Albany, New Hampshire  
May 1, 2019

**Call to Order:** At 5:06 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, Steve Knox, Tim Sorgi and Michael Cryans

**APPOINTMENTS:**

**Governor's Executive Councilor, Mike Cryans:**

Mike showed the Selectmen a map of New Hampshire outlining the different districts. Albany is part of District One which has 109 towns and four cities. Mike intends to visit each town before June 1. The Selectmen discussed issues that Albany faces. Mike was aware of the broadband initiative and discussed a few different contacts to be made.

**Tim Sorgi (no parking signage-Moat View Dr.):**

Tim discussed his concern for parking violations on Moat View Drive. Last year he was told by a state trooper that a parking ticket could not be issued to a violator because there was no signage on one side of Moat View Drive. Signage could not be placed because the ground was made of ledge. Signage was placed on the other side of Moat View Drive noting there was no parking on either side of the road. The Town Administrator has contacted the Road Agent to see if temporary signage could be placed for the summer months when parking is an issue. A letter and a copy of Albany's parking ordinance will be forwarded to the State Police again.

**New Business:**

- **Approval of the April 24 minutes:** *Selectman Ferris made a motion to approve the minutes as submitted, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*
- **Approval of the 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	\$850.94
Approved accounts payable invoices	\$12,250.49
Reviewed & signed previously approved accounts payable & issued checks	\$56,327.59
Reviewed & approved one excavation intent	Map 7 Lot 58
Signed Municipal Clerk week proclamation	50 <sup>th</sup> Anniversary May 5 – May 11
Approved request for leave	
Approved deputy fire warden appointments	

- **Adopt Enforcement policy (Boards/Commissions/Committees):**  
*Selectman Ferris made a motion to adopt the Enforcement Policy as part of the Selectmen’s Rules of Procedure, Chairman Hiland seconded the motion and all were in favor (3-0-0).*

**Town Administrators Report:**

Crystal Rock removed the water dispenser and 15 bottles.

Bob Chapman reported he will be moving his equipment this week to complete the cleanup at 2219 NH Route 16.

Jerry Knirk replied that he will be able to make it to the May 22 meeting. Ed Butler replied he could make it as well.

The Town Administrator is still working on the abatement application based on poverty. She has reached out to Town Counsel for an opinion and recommendation as well.

The Town Administrator discussed the possibility of changing the procedure of signing checks and authorizing invoices to a manifest based procedure. The Board would review invoices and sign a manifest that would authorize the Treasurer to sign checks and make the payments. The Board also discussed going to a bi-weekly meeting. The Town Administrator suggested on the off meeting weeks, the invoices and manifest could be e-mailed to the Board and they could “reply-all” with their approval in order for the Treasurer to sign the checks. That approval would be stapled to the manifest. Chairman Hiland would like to consult with NH Municipal Association about electronic approval of the manifest.

**Old Business:**

- **QuickBooks Pro transformation** – in process
- **Treasurer’s Office** – in process
- **NH State Surplus** – in process
- **Town Hall – building & parking lot maintenance** – parking lot sealing tentatively scheduled for May 13
- **NH State Bridge Aid** – in process
- **Chapel Committee/Historical Society** – May 6 at 6:00 p.m.
- **Security/Fire system upgrade** – waiting for additional quote
- **Federal Land Access Program (FLAP)** – submitted – waiting
- **Business Roundtable meeting** – TBD
- **Road Standards update** – in process
- **Cable TV contract (2021)** – in process
- **North Country Council** – need volunteer to serve as Albany Commissioner
- **Broadband Initiative meeting** – Chairman Hiland and Steve Knox met with Consolidated Communications. It was enlightening and it’s possible they could be a partner in the fiber optic project.
- **NCIC – 2219 NH Route 16** – Bob Chapman is moving his equipment this week and will begin to finish cleaning up the property.
- **Meeting with State Representatives and Senator** – May 22 @ 7:00 p.m.
- **Policy for petitioned warrant articles:**
- **Route 16 Moulton property** – in process

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

**Planning Board – Rick-** next meeting May 13 at 7:00 p.m.

**NHMA – Rick** – nothing to report

**Conservation Commission – Cathy** – next meeting May 7 at 5:00 p.m.

**School Board – Joe** – SAU 9 Executive Board SAU 9 Board meeting tomorrow at 5:30 p.m.

**Other:** none

**Correspondence:** Children Unlimited thank you card

**Public Comment:** none

**Next Meeting:** May 8 at 5 PM

**NonPublic Session RSA 91-A:3 II (c):**

*At 6:15 p.m., Selectman Ferris made a motion to go into nonpublic session citing RSA 91-A:3 II (c), Selectperson Ryan seconded the motion and all were in favor (3-0-0). Roll call, Chairman Hiland, aye. Selectperson Ryan, aye and Selectman Ferris, aye.*

At 6:33 p.m., *Selectman Ferris motioned to move into public session, seconded by Selectperson Ryan, all were in favor. Roll call, Chairman Hiland aye, Selectperson Ryan, aye, Selectman Ferris, aye.*

At 6:34 p.m. it was determined that the minutes of the session shall not be publicly disclosed. *Selectperson Ryan motioned to seal the minutes, to not publicly disclose the minutes because it is determined that divulgence of the information will likely affect adversely the reputation of any person other than a member of the Board. Selectman Ferris seconded the motion and all were in favor. Roll call, Chairman Hiland aye, Selectperson Ryan, aye, Selectman Ferris, aye.*

**Adjournment:**

At 6:35 p.m., *Chairman Hiland made a motion to adjourn, Selectman Ferris seconded the motion and all were in favor (3-0-0).*

Respectfully Submitted,

Kathleen Golding  
Town Administrator