



Albany Selectmen's Meeting Minutes

Albany, New Hampshire July 24, 2019

Call to Order: At 5:08 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 and Dale McConkey

New Business:

- **Approval of June 26 and July 10 minutes:** *Selectman Ferris made a motion to approve the June 26 minutes as submitted, Selectperson Ryan seconded the motion and all were in favor (3-0-0). Selectperson Ryan made a motion to approve the July 10 minutes as submitted, Selectman Ferris seconded the motion. Chairman Hiland and Selectperson Ryan were in favor and Selectman Ferris abstained as he was excused from the meeting (2-0-1).*
- **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).*

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| Signed payroll checks and vouchers | \$4,470.81 |
| Reviewed & signed checks | \$5,876.44 |
| Reviewed 2018 final audit report | |
| Approved DRA PA-28 form | Albany will not use inventory forms |
| Reviewed letter from Governor Sununu regarding budget | |
| Reviewed letter from the General Court of NH | State budget |

- **Accept a letter of resignation from Treasurer, Mary Leavitt:** *Selectperson Ryan made a motion to accept the resignation of Treasurer, Mary Leavitt, with regret. Selectman Ferris seconded the motion and all were in favor (3-0-0). Per NH Statutes, Deputy Treasurer,*

Chuck Merrow will fill the Treasurer's position until the next town election in March 2020.

- **Review Deed list – Sign deed waivers:** *Chairman Hiland made a motion to waive the Tax Collector deeds for all manufactured housing and to proceed to small claims court in order to collect the property taxes, Selectman Ferris seconded the motion and all were in favor (3-0-0).* The Board reviewed the assessment cards and tax statements of all other properties on the deed list.
- **Approval of letter of commitment for the CC Broadband Committee Participation Agreement:** *Selectman Ferris made a motion to appoint Steve Knox as Albany's representative to the Carroll County Broadband Committee and Rick Hiland as an alternate, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*

Town Administrator Report:

The Tax Anticipation Note line of credit application and accompanying documents have been submitted to the bank for approval.

The Assessor has been working throughout town doing his annual pickups (building permits, etc.).

The Tax Collector's deeding date is Monday, July 29. The Selectmen will sign the deeds at their next meeting on August 14.

Parking/camping violation fines continue to come in.

A letter was sent to 1297 NH Route 16, informing them a vending cart permit is required for the food truck that occasionally does business on their property.

The conference call regarding the FLAP application was encouraging. Albany is at the top of the list in the State of New Hampshire for approval. Eastern Federal Lands Highway Division needs a formal approval from the Town in order to move forward with the Geotech study. The total cost of the GeoTech study will cost approximately \$120,000 at the top end. Albany's portion of the cost would be \$25,000 at the maximum. This is being recommended by them and the grant committee in order to learn what is under the pavement in the "Narrows" portion of Passaconaway Road to determine whether there is sufficient support under the surface to facilitate a good safe repair of that portion of the roadway.

Selectperson Ryan made a motion to move forward with the Geotech study, Selectman Ferris seconded the motion. Chairman Hiland asked that Road Agent, Curtis Coleman, be contacted to bring him up to speed with the project. He would also like to know from the grant committee when Albany's portion of the cost would be due in order to get Town approval first

or would we have to try to find it in our current highway budget. The motion was brought to a vote and all were in favor (3-0-0).

APPOINTMENTS: Dale McConkey (septic design approval):

Dale brought forth two septic designs for approval and one “as built” system with a minor change. *Chairman Hiland made a motion to approve the two septic designs for Map 9 Lot 147 and Map 9 Lot 153, Selectman Ferris seconded the motion and all were in favor (3-0-0).* The third septic “as built” design will be submitted at a later date.

Old Business:

- **Building Permit Administrator Job Description-** the Selectmen would like to meet with Peter Carboni to discuss.
- **NH State Surplus** – in process
- **Town Hall – building maintenance** – paint trim & moldings etc.
- **NH State Bridge Aid** – in process
- **Chapel Committee/Historical Society** – nothing to report
- **Security/Fire system upgrade** – the Selectmen would like to meet with both companies to review their proposals.
- **Federal Land Access Program (FLAP)** – submitted – see above Town Administrator report.
- **Business Roundtable meeting** – TBD
- **Road Standards update** – HEB Engineering – Chairman Hiland reported the road standards, included driveway regulations, is almost complete.
- **Cable TV contract (2021)** – in process
- **North Country Council** – need a volunteer to serve as Albany Commissioner
- **Broadband Initiative meeting** – a committee has been formed called the Carroll County Broadband Committee (CC Broadband) made up of official representatives of each participating town in Carroll County, along with representatives from several supporting organizations and the County Commissioners. The CC Broadband initiative has been included as one of six rural areas in a national grant application for a USDA grant(see below) at no cost to the towns. Albany’s Steve Knox and Rick Hiland have been chosen by the committee as Co-Chairmen.

A presentation and Q&A was given to the CC Broadband committee at their June 24th meeting by Carol Monroe regarding the inclusion of our Broad Band Initiative in the USDA grant applied for by a consortium of 3 organizations, the group was asked about taking steps to become a more formalized and credible identity in Carroll County and the State of New Hampshire.

The consortium of partners in this USDA RCDI Community Technical Assistance Program grant application are CTC Technology & Energy, Rural Innovation Strategies, and ValleyNet (Carol Monroe). See URLs below. Carol Monroe has been a speaker and advisor at two of our CC Broadband workshops. The grant application was submitted June 5, 2019. Their goal is to collect high-quality, early-stage technical and financial guidance to enable these rural communities to develop successful strategic approaches to improve access to affordable, resilient broadband services. The grant request is for \$250,000 with matching \$250,000 funds to be paid by the consortium partners (see below). They anticipate three (3) years to complete this work. North Country Council (NCC) will be Carroll County's sponsoring entity in this grant application which we should know results by early fall of 2019.

CTC Technology & Energy – putting up \$150,000
 Rural Innovation Strategies - putting up \$75,000
 ValleyNet - putting up \$25,000

It is also important to know that even though our Broadband Initiative is a new group, we have been designated as one of two initiatives in rural New Hampshire and two initiatives in rural Vermont, one in Texas and one in Arkansas included in a USDA RCDI Community Technical Assistance Program grant application for funding to do a feasibility study and create a financial/business plan in each of these six rural areas

- **Policy for non-profit petitioned warrant articles:** in process
- **Route 16 Moulton property** – Sabrina (Moulton) Gratch called to say she is mailing a tax payment in order to avoid the Tax Collector's deed.
- **110 Golden Oaks Rd.** -Chairman Hiland will speak to Town Counsel regarding the dilapidated mobile home and abating the taxes owed.
- **Treasurer's duties** – Chuck Merrow will assume the Treasurer position effective August 1.
- **Vendor/Vending cart ordinance:** under review
- **Tax Deed & Property Auctions:** the Town Administrator will contact a local NH based auction company to discuss the process of selling town owned property at auction with minimal cost (percentage of the selling price to the auction company to be negotiated) to the Town. *Chairman Hiland made a motion to move forward with NH Tax Deed and Property Auctions, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*

Other Business (and Board reports):

Planning Board – Rick- nothing to report
NHMA – Rick – nothing to report

Conservation Commission – Cathy – nothing to report. Chairman Hiland was contacted by the remote airplane group that uses the town forest. There was a problem with the lock on the gate to the town forest. They replaced the lock but one of the farmer's broke it off in order to access their farm. A new lock has been placed and everyone has the correct code to open it. A contact list will be drafted so this won't happen again.

School Board – Joe – nothing to report

Other: Chairman Hiland reported that he attended the Governor's meeting regarding the state budget and the reasons why he vetoed the proposed budget and what is next. It was worth the travel to Concord.

Correspondence: Town of Conway-Potential Regional Impact

Public Comment: none

Next Meeting: August 14 at 5:00 P.M.

Adjournment: *At 6:40 p.m., Chairman Hiland made a motion to adjourn, Selectperson Ryan seconded the motion and all were in favor (3-0-0).*

Respectfully Submitted,

Kathleen Golding
Town Administrator