

## **Minutes**

### **Albany NH Selectmen's Meeting**

**March 26, 2014**

At 4:30 p.m., the Selectmen's meeting was called to order. In attendance were Rob Nadler, Jack Rose and Kelly Robitaille. Also present were Lee Grant, June Johnson, Leah Valladares, Peter Carboni, Carla Schneider and Mark and Laurie Lundblad. The following business was conducted.

Jack asked that a nonpublic session be added to the end of today's agenda citing RSA 91-A:3 (c).

#### **Regular Business:**

- Reviewed & approved March 26 minutes-Jack made a motion to approve the minutes as submitted, Kelly seconded the motion and all were in favor.
- Signed checks totaling \$8,335.12.

#### **Town Administrator Report:**

Two proposals were submitted for the removal of two trees on the town hall property. Jack made a motion to accept the proposal from Bartlett Tree Service, Kelly seconded the motion and all were in favor.

Jamie Sabina resigned from the Cemetery Trustee Board. Kim Guptill and Kelly will have to hold a meeting in order to appoint Cathy Ryan to fill the vacant position.

A Right to Know class is going to be held in Madison by the NH Municipal Association. They have invited surrounding towns. A date has not been set yet but it will be after they get an idea of how many attendees they will have. Kathy e-mailed back saying Albany will be interested.

Kathy called Edward Guppy's home phone number. It is no longer in service. Kathy called Edward's sister and left a message to call back so we can have Edward's letter of rights to repurchase his property served by the Sheriff's Department. Kathy called a VA hospital in Providence, Rhode Island but there was no patient listed by Edward Guppy.

The Sheriff's Department will be making regular security checks on the Guppy property and will keep us updated.

The Sheriff's Department will be checking to ensure the gate on Passaconaway Rd. is locked. Curtis reported the logging operations are not going on that far up Passaconaway Rd. yet so there is no need for concern over the gate.

NH Municipal Association has announced its Local Officials Workshop schedule. Jack and Rob will attend the May 1 session in Littleton. Kelly will have to see when he could schedule a day off from work in order to attend.

**New Business:**

Jack is holding a meeting at town hall next Thursday at 1:00 p.m. for the Route 16 corridor audit.

Rob would like to see some drainage in the town hall parking lot as the melting snow has created large puddles.

A letter to Conway Fire Chief, Steve Solomon, has been drafted to allow for a controlled burn on the town forest fields. Jack made a motion to sign the letter, Kelly seconded the motion and all were in favor.

The Reach the Beach Relay has proposed a change in their race route to come down Route 16 to Drake Hill Rd. and back out to Route 16. They are requesting permission from the Selectmen to do so. Jack made a motion to approve the permission for the race route to run on Albany roads, Rob seconded the motion and all were in favor.

**Correspondence:**

A public hearing will be held by the Lincoln Planning Board for a proposed telecommunications facility on April 9, 2014 at 6:00 p.m.

JoJo Belleville from the Department of Revenue Assessing Division submitted a Community Action Report of her visit on March 24. She will be following up when Northtown Associates submits their 2014 contract.

**Old Business:**

Kathy e-mailed Jon Munro Jr. to get an update on the cleanup of his father's property. There is no response yet.

Kathy told the Board that Curtis had submitted proposed changes to the Albany road standards to the Planning Board a few years ago. He suggested having a civil engineer take a look at them for an opinion and/or suggestions before they are adopted. He will look for what he had proposed a few years ago and resubmit them. Rob said the Selectmen adopt them, not the Planning Board.

**Carla Schneider (AlpineWeb):**

Rob asked Carla if it were possible to send out mass e-mails using the example if there was a plan to hold collaborative board meeting, one e-mail could be sent out to reach all of the board members to be invited. Carla said yes that is possible and the ability does come with the application that Albany uses.

Rob asked Carla how many e-mail addresses we could utilize. Carla replied 20 but more could be added for a fee. Rob asked if the town e-mails could be forwarded to a personal e-mail so the user did not have to continually check their town e-mail. Carla said the problem with that is because of the right to know law, the person's personal e-mail could become public and not many people want their private e-mails to be public. Carla said typically a town e-mail account is set up and the users just have to check it. Jack said that sounded safer. Carla said it is easy to set up and check and everything that comes through albanyh.org is logged.

Rob asked Carla if it was possible to have each individual board post their own minutes and information without allowing them access to other pages. Carla replied yes that can be set up. She suggests using pdf format only as it can't be edited. It's like a picture. Rob asked if they could have their own calendars as well. Carla suggested a google calendar for all boards to post their events, so it will be one calendar but all boards can contribute to it.

Rob told Carla the town is planning to store digital files and would like them to be searchable. Can this be done on the website? Carla asked if it would be for public access. Rob replied yes. Carla said sure and there are solutions if the files are large. Rob asked if they could be searchable. Carla said right now pdf format is not searchable.

The Board thanked Carla for her time. Carla left the meeting.

**Mark and Laurie Lundblad:**

Laurie told the Board she was not sure why they received a letter with a permit application. Rob said they put up a structure without a permit. Laurie replied it is a tent. Rob said it is a structure which requires a permit. Mark asked if any storage shed needed a permit. Rob replied yes and because the property is commercial it need site plan review. The Selectmen would have to deny the permit and refer it to the Planning Board. Mark told Rob a permit is not needed. It is not a permanent structure. Mark referred to other temporary garages throughout town that are not permitted. Rob stated they would be addressed one at a time and under the definition it comes under structure. Mark asked if there had been a complaint. Rob said there were many comments made to the Planning Board. Mark told the board when everyone else comes in for a permit, then he will. Rob told Mark the Board is referring to his structure and the Board is asking him to permit it. Mark said that would mean he agrees with it and he does not and it would be better off in court if he is to be fined for the structure.

Rob told Mark the definition does not refer to temporary. Mark replied it did not but he does not have a structure. Rob gave Mark the definition to read. Mark said it is not built and it was put together. Jack asked if it was anchored. Mark replied yes, anchored to the dirt ground. Rob said it also takes up parking places that were part of Mark's site plan approval. Mark replied he has plenty of parking. Rob told Mark it is the Board's interpretation that it is a structure and they recommend the Lundblads' go to the Planning Board for approval. Mark refused the Selectmen's advice. Laurie told the Board the structure can be moved tomorrow and they are not going to be taxed on something that is temporary. Rob told the Lundblads' he wanted them to be successful but must get the proper approvals. Mark told the Board when they wanted to talk further they can contact his lawyer and they will go that route.

Mark and Laurie left the meeting. Curtis Coleman joined the meeting.

Rob asked Kathy to invite the town assessor to a meeting and see what he does for other towns. Rob would like to get an opinion from town counsel. Kelly thought a description of a structure should be added to the definition. Rob thought the current description was broad and it was better as it is. Peter Carboni, code enforcement officer, pointed out the definition says, "fixed location." He interprets that to mean if it is staked to the ground, it is in a fixed location.

**Curtis Coleman:**

Curtis told the Board to update the road standards may cost the town some money. Rob thought the cost of an engineer for an opinion and suggestions could come from the legal line of the budget. It would be worthwhile to have the approval of an engineer. Curtis asked the Board to give him a month or so. Curtis said the regulations are unenforceable as they stand right now. So much has changed.

Rob would like to see a priority plan for the town roads. Curtis replied he has one but it constantly changes as priorities change. He will give the Board an outline of what he has. Curtis does not feel a committee is needed.

### **Conservation Commission:**

Rob told the Board that Dick VanDyne asked that his appointment to the Conservation Commission be changed to alternate. Rob said Paul Brown would accept the position as full voting member. Jack made a motion to appoint Dick VanDyne as an alternate to the Conservation Commission and Paul Brown as full voting member of the Conservation Commission, Kelly seconded the motion and all were in favor.

### **Miscellaneous:**

Kelly would like to see the light at the bottom of the driveway shut off because there is no need for it except on town meeting night.

Kelly submitted a format for duties the Selectmen will tend to on a weekly basis. Rob also submitted a format and thinks it is a good idea so things will not be forgotten.

### **Nonpublic Session RSA 91:A-3(c)**

At 5:47 p.m. Jack made a motion to move into nonpublic session citing RSA 91-A:3 II (c). Rob seconded the motion and all were in favor. Roll call was unanimous in the affirmative.

At 6:20 p.m., Kelly motioned to move into public session, seconded by Jack and all were in favor.

At 6:21 p.m. it was determined that the minutes shall not be publicly disclosed. Jack motioned to seal the minutes, to not publicly disclose the minutes because it is determined that divulgence of the information will

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likely affect adversely the reputation of any person other than a member of the Board. Rob seconded the motion and all were in favor.

At 6:22 p.m., Jack made a motion to adjourn, Kelly seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard  
Town Administrator

DRAFT