

Minutes

Albany NH Selectmen's Meeting

March 27, 2013

At 3:30 p.m., the Selectmen's meeting was called to order. In attendance were Jack Rose, Sara Young-Knox and Kelly Robitaille. Also present were Lee Grant and June Johnson. The following business was conducted.

Regular Business:

- Signed checks totaling \$31,544.43.
- Reviewed & approved four abatements.
- Reviewed & approved Avitar agreements for online access to assessing records and online tax payments.
- Reviewed & approved MS-2 Voted appropriations.
- Reviewed letter from Conway Village Fire District.
- Reviewed NHDES Conference invitation.
- Reviewed letter from Raymond Burton.
- Reviewed letter from NHDOT.
- Effects of Service of Blue Loon-see below
- Administrative Assistant Report-see below

Blue Loon bus:

Jack informed the Board the Blue Loon scheduled buses have been suspended temporarily. There is one route still running and that is from West Ossipee to Laconia because it has the most ridership.

Jack wants Albany voters to know that the money that has been appropriated at Town Meeting goes toward the Dial-a-Ride service which is not being impaired at all. He hopes to have the scheduled routes reinstated as soon as possible.

Job Description:

Jack looked at the Local Government's general job description of a Town Administrator and feels it is more descriptive of the current Administrative Assistant's duties. He would like to look at the description collectively and see if it can be changed. Sara asked why. Jack replied part of the problem every year is the job description. He feels the Town Administrator description he read from Local Government Center better suits the position. Administrative Assistant refers to secretarial position to the Board of

JR____
SYK____
KR____

Selectmen. The Town Administrator reports to the Board of Selectmen and fulfills a large number of duties which differ from the Administrative Assistant. Jack wants the board to consider it and see what they think collectively.

Administrative Assistant Report:

A building permit application has been submitted for a commercial property on Route 16. This will be an agricultural building for sale of farm goods. Currently they are seeking Planning Board approval for the business.

Another building permit application has been submitted for an addition to a house in Wonalancet.

At 4:15 p.m., Sara made a motion to adjourn, Kelly seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Administrative Assistant