

Minutes must be kept of all public meetings and must be available to the public upon request not more than five business days after the public meeting. A business day means the hours of 8 am to 5 pm on Monday through Friday, excluding national and state holidays. The minimum content of meeting minutes includes: (1) names of members present; (2) other people participating (it is not necessary to list everyone present, however); (3) a brief summary of subject matter discussed; and (4) any final decisions reached or action taken. There is no legal requirement to accept or approve the minutes. Even if minutes have not yet been approved, they still must be made available not more than five business days after the public meeting. When the five business day deadline is reached before the minutes are approved, they can be made available to the public with a notation that they are a draft version.

Taken from "*Knowing the Territory*," a publication from the New Hampshire Municipal Association.

Minutes

Albany NH Selectmen's Meeting

May 6, 2015 4:30 p.m.

At 4:28 p.m., the Selectmen's meeting was called to order. In attendance were Jack Rose and Cathy Ryan. Also present were Lee Grant, June Johnson, Peter Carboni, Dorothy Solomon, Rick Hiland, Rob Nadler, Steve Knox and Sara Young-Knox. The following business was conducted.

Selectman Rose led in the pledging of allegiance.

Regular Business:

- Reviewed & approved April 29 minutes and sealed minutes.
- Signed checks totaling \$3,569.59.

New Business:

Reviewed & approved two building permits.

Reviewed & approved two timber intents.

Reviewed & approved four pistol permits.

Old Business:

Pope Security returned and replaced all of the illuminated exit signs throughout town hall. Each one also has LED lighting on each side for emergency lighting.

Rob Nadler (North Country Council Representative):

Rob updated the Board on the new 10 year road plan. Albany's projects will remain in the plan as the Board's letter requested. Rob said Conway was rated at the highest need in the region. GACIT hearings will take place, once recommended it is presented as a regional comprehensive plan.

Rob informed the Board that the North Country Council will be moving its offices to the old Littleton hospital where they will occupy a wing.

Rob added that the Scenic Byways has been resurrected. Rob has been asked to stay on the committee as a lot of the Kancamagus Highway is in Albany.

Rob told the Board that the Regional Collaboration Committee has hired a consultant from Maine. He thinks it would be a good idea to have the Planning Board meet him as well. Rob noted Theresa Kennett, the driving force behind the Collaboration Committee is due to resign. They are still looking for her replacement.

Town Board Selectmen's Rep Reports:

Selectman Rose said the Conservation Commission met. Peter Carboni has been appointed by the Planning Board as delegate to the Commission.

Selectman Rose said there is still a plan to build a road from the DOT garage to the farmland but there is nothing firmly in place. He would like to consult with Road Agent, Curtis Coleman to see what the cost of building the road would be and then go back to the Forest Service to see what assistance they can offer. Then maybe the Conservation Commission can supplement the remaining cost.

Rob noted the Mt. Washington Valley remote control club has been meeting on the property. They enlarged their area without permission from the Conservation Commission, who informed them, they would need permission. They have a new president, Olof Ekberg. Rob told them they would need permission to enlarge their area as well as set up a lease agreement or pay a fee to use the land.

Old Business:

Selectman Ryan asked when the perambulation of the Albany/Madison town lines would begin. The Town Administrator replied it was already in the works as Madison sent over a purchase requisition and Paul King had been notified to begin the work.

Selectman Rose announced the Historical Society is still looking for new members. He plans to prepare a newsletter to send out in order to expand the growth of its membership. June discussed the status of the Historical Society's application for nonprofit status. She doesn't know if it will be worth it in the long run. The Society will meet on May 19 at 11 a.m. at Banners Restaurant in Conway.

At 5:06 p.m., Selectman Ryan made a motion to adjourn, Selectman Rose seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator