

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.

Selectmen’s Meeting
Minutes-Amended
Albany, NH
September 21, 2016 4:00 p.m.

Members present: Cathy Ryan, Rick Hiland and Joe Ferris
Public: Lee Grant, Dorothy Solomon, Steve Knox, Rick Alimi (WMNF) and Pete Howland (Cersosimo Lumber)

Call to Order: At 4:00 p.m., Chairman Ryan called the Selectmen’s meeting to order.

Pledge of Allegiance:

New Business:

- **Approval of the minutes: September 7 minutes, sealed minutes and September 14 minutes:** Selectman Hiland made a motion to approve the September 7 minutes and September 7 sealed minutes as submitted, Chairman Ryan seconded the motion, Selectman Hiland and Chairman Ryan approved, Selectman Ferris abstained.

Selectman Hiland made a motion to approve the September 14 minutes as submitted, Selectman Ferris seconded the motion, Selectman Hiland and Selectman Ferris approved, Chairman Ryan abstained.

- **Approval of consent file:** Selectman Hiland made a motion to approve the consent file as presented, Selectman Ferris seconded the motion and all were in favor.

Signed checks	\$82,329.43
Approved one building permit	Map 14 Lot 41

Approved one pistol permit	
Approved auditor's representation letter	

- **Town Administrator report:** The NH Municipal Association is holding a budget workshop at the Grand Summit Hotel in Bartlett on September 27. Selectmen Hiland and Ferris will be attending.

NH Homeland Security and Emergency Management is holding a regional meeting at the Albany town hall tonight. The Selectmen will attend.

The Assessor, Jason Call, is still researching conduit values and what other towns are doing.

Doug McVicar from Wonalancet will e-mail the office with a date for the Selectmen to hold their meeting there.

Appointments:

Lt. Santuccio (Carroll County Sheriff Dept.): Lt. Santuccio updated the Board on the patrols being performed by the deputies. He said it has proven useful to the Department for community contacts and because of the police presence, Albany's crime numbers are down. Selectman Hiland would like to ride along with a deputy for a shift. Unless there is something immediate, the Selectmen would like quarterly reports from the Sheriff's Department. Lt. Santuccio added things are going well.

Rick Alimi (USFS): Pete Howland, Cersosimo Lumber, joined Rick with the Selectmen. Chairman Ryan summarized the ongoing problems of the damage to the Covered Bridge signs and to the bridge itself. The Board is seeking assistance from the Forest Service to protect the bridge while the permanent barrier is down because of logging on National Forest property. Rick told the Board the logging contract will end in June of 2018. Pete hopes it will be complete in 2017.

Rick feels that the signage on each side of the bridge should have the same height restriction. Right now the Kancamagus side is one foot higher so when people drive over, they pass through the bridge but hit the temporary barrier on the opposite side. Rick went on to say their budget is at a freeze. There will be no money available till fall. They would like to put up the temporary PVC pipe that warns people they cannot cross the bridge for now. He will get the authority to buy supplies and the Forest Service will put something together for the spring. Selectman Ferris noted there is damage to the bridge. Chairman Ryan thought the signage should come first. A height should be determined for both sides of the bridge. Rick said he can't spend

money right now. When he gets the authority, he can purchase wooden joists. Selectman Ferris offered a steel eye beam to place as a barrier and it was turned down. He wanted a limit barrier installed in the original place on Passaconaway Rd. and there was no response from Rick Alimi. Selectman Ferris asked if the Forest Service will fix the bridge damage. Rick said he can't speak for District Ranger Jim Innes but if there is something aesthetic, it can be fixed when the barrier is done.

Selectman Hiland would like a sign put up on Passaconaway Rd. warning large trucks the road is not a through way. The Board and Steve Knox discussed where the sign should be placed.

Old Business:

- Chief Solomon's recommendations-no action taken.
- Meeting in Wonalancet-no action taken.
- Meeting with Passaconaway owners-no action taken.
- MWVEC & NCC meeting-no action taken. Selectman Hiland is working on it.
- Red listed bridges-no action taken.
- Semi-annual billing-Selectman Hiland obtained some information regarding fiscal year budgeting. Selectman Ferris thought the budget should be changed to a fiscal year before implementing semi-annual billing. Selectman Hiland replied collecting taxes every six months would help cash flow for the first fiscal year cycle. The Board discussed different ways the additional six months of the budget could be funded.
- Town hall door replacement-no action taken.
- Website update-Veronica from Notchnet will attend the Selectmen's meeting next week.
- Meeting with state reps.-Selectman Hiland noted this is in limbo right now. He would like to wait until after elections before setting the meeting up.
- Sign ordinance-no action taken.
- Contract/lease review policy-no action taken. Selectman Hiland would like to review the Fish and Game contract for the usage of their land and buildings on the Kancamagus Highway. He has concerns for the town's liability. Selectman Ferris would like to see an inspection of the buildings performed.

Other Business (Board reports):

Selectman Hiland would like to send the Fish and Game contract to Primex for review. Selectman Ferris thought someone should go and check out the

condition of the buildings to determine the potential maintenance cost. Selectman Hiland noted a road is to be carved for the farmers. The contract is only a three year contract with a possible extension. He would like to consider putting in our own road. It would be an asset to the town and we wouldn't have to rely on Fish and Game's contract to access the property.

Correspondence: NHDES Septic Construction approval Map 9 Lot 132

Public Comment: None

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

5:00 p.m.

At 5:03 p.m. Chairman Ryan made a motion to move into nonpublic session citing RSA 91-A:3 II (c). Selectman Hiland seconded the motion and all were in favor. Roll call, Chairman Ryan, aye, Selectman Hiland, aye, Selectman Ferris, aye.

At 5:18 p.m., Chairman Ryan motioned to move into public session, seconded by Selectman Hiland, all were in favor.

At 5:19 p.m. it was determined that the minutes shall not be publicly disclosed. Chairman 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 Hiland seconded the motion and all were in favor.

Adjournment:

At 5:20 p.m., Selectman Ferris made a motion to adjourn, Selectman Hiland seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard
Town Administrator