

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-Amended**

### Albany NH Selectmen’s Meeting

September 3, 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 Rick Hiland, Steve Knox, Lee Grant and June Johnson. The following business was conducted.

#### **Regular Business:**

- Reviewed & approved August 27 minutes-Kelly made a motion to approve the minutes as submitted, Jack seconded the motion and all were in favor.
- Signed checks totaling \$10,036.11

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

Kathy was contacted by the Department of Revenue and advised to amend the approved budget report to include the special warrant articles voted on at the 2014 Town Meeting. Kathy did so and the Selectmen signed the report.

Health Officer Dan Sdankus inspected the property at 1299 Bald Hill Rd. and reported the septic seemed to be operating normally. He told the property

owner to keep an eye out for any signs of failure and to let him know and he would try to help her out.

An updated application has been drafted for the Zoning Board of Adjustment. It has been forwarded to Town Counsel as well as the Zoning Board of Adjustment Chairperson for review. The Zoning Board of Adjustment will approve it at their next meeting.

Kathy gave each of the Selectmen a copy of the updated building permit application. She also gave one to Peter Carboni for final review and any input. If there are no further changes, the Selectmen can approve it next week.

### **New Business:**

Conway Fire Chief Steve Solomon submitted a letter to the Selectmen informing them of recent small fires being deliberately set in the town forest. It is of concern to him and he has involved the Conway Police Department. Rob thought the Sheriff's Department should be involved also as they are contracted with Albany and they patrol the Kancamagus Highway anyway. Rob thought there should be some follow up with Conway Police Department and maybe it could be placed in the town column.

Rob announced a new member must be appointed to the Planning Board and he recommends Peter Carboni. Jack made a motion to appoint Peter Carboni, Kelly seconded the motion and all were in favor.

Rob would like to research tax exemption for energy. He feels it would encourage property owners to upgrade to renewable energy sources. Kathy will research what is needed to begin the process.

Rob would like to suggest that Kelly and Curtis become part of the road committee to plan out future projects. He also felt Dick VanDyne would be beneficial as he has knowledge with bonds.

Next Tuesday for election coverage Rob will work from 8 to 12, Jack will work 12 to 4 and Kelly will work 4 to 7.

### **Old Business:**

There were two sealed bids received for one of the two properties up for sale by the town. Rob would like to ask the town attorney if the town could use a

real estate agent to sell the tax deeded property. He wants to do it properly. Kelly and Jack agreed.

The first bid was submitted by Tara Taylor in the amount of \$6764.01. The second bid was submitted by Sandra Stowell in the amount of \$10,000.00. Rob made a motion to accept the high bid from Sandra Stowell, Kelly seconded the motion and all were in favor.

Kathy reported the dog officer from Tamworth is interested in becoming the dog office for Albany and would like to meet with the Selectmen. Steve Parker has also expressed interest if the position could be salaried instead of per call basis. After a short discussion the Selectmen decided to keep the position as it is.

As for changing Selectmen meeting days or times, Rob is open to changing the day temporarily. Jack has problems changing the day and is more open to changing the time. Kathy also has a problem with changing the days as she has conferences and classes coming up. Kelly asked about changing the time to 3:30 temporarily. Rob and Jack agreed that would work. Kelly said it would be for about six weeks.

#### **Website Planning:**

Rob reported there are continuing problems with the website. It has been up and down and he has had difficulty receiving his e-mails.

#### **Enforcement Issues:**

None

#### **Town Board Selectmen's Rep Reports:**

None

#### **Other Reports NCC, MWVEC:**

Rob reported the North Country Council will hold their regional meeting here at town hall on Monday night at 5:30 p.m.

Kelly spoke with Valley Vision. He would like to have the Planning Board's master plan public hearing recorded. Rob asked if they would charge a fee. Kelly replied no. Rob asked Kelly if there was any word from John Eastman

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in regard to becoming Albany's representative. Kelly replied no but he would see him soon and if he couldn't do it, Kelly volunteered to become the representative. The Board discussed the value of Valley Vision. Kelly volunteered to be the representative to Valley Vision. Jack made a motion to appoint Kelly as Valley Vision Representative, Rob seconded the motion and all were in favor.

**Public Comment:**

Rick asked when the Time Warner Cable contract comes up for renewal and it should be looked at. Kathy was unsure of when it expires. Rick doesn't agree with their policy of not supplying service to everyone at no cost. He would have been charged money to have them run service to his house. Rick added that the money to Valley Vision is not worth it if everyone cannot get it. Kelly said the contract would be looked at.

Steve mentioned the agenda was supposed to be on the website and it is a good idea. Rob stated it had been on the previous week. Kathy said she posted it this week also. Rob said it is improving.

Steve said at last week's meeting it was discussed to distribute the Municipal Association's newsletter. Rob said right now it is not in publication but when it comes up again, we will compile a list and forward it. Steve replied it follows legislative bills that may help other boards. Rob said after the ~~primary~~ elections he would like to invite all the Representatives and get them to lobby on some of the issues we deal with.

At 5:10 p.m., Rob made a motion to adjourn, Jack seconded the motion and all were in favor.

Respectfully Submitted,

Kathleen Vizard  
Town Administrator

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JR\_\_\_\_  
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