

Albany Selectmen's Meeting Minutes

Albany, New Hampshire
May 20, 2020 at 5:30 P.M.



- 1. Call to Order:** Chairman called the meeting to order at 5:35 p.m.
- 2. Pledge of Allegiance:** Chairman led the group in the pledge

Meeting may be live-streamed at www.TownHallStreams.com and you may participate by calling 1-480-660-5317 Conference Code: 5403682

- 3. Attendance:** In person: Chairman Hiland, Selectperson Ryan, Town Administrator K. Collins By Phone: Selectman Ferris and Dorothy Solomon

4. New Business:

A. Approval of May 13, 2020 minutes

Selectman Ferris made a motion to accept the May 13, 2020 minutes as presented. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

B. Approval of May 20, 2020 consent file

__Review & Sign manifest in the amount of \$ 16,770.68

__Review, discuss, approve and sign, Application for Vending Cart for E. Griggs/Farm produce on the Kancamagus Highway

__Review, discuss and approve Building Permit for M7, L69 (cell tower changes)

Selectman Ferris made a motion to approve the consent file as presented. Selectperson Ryan seconded. Discussion: Selectman Ferris asked Chair to read out some of the larger expenditures. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

C. Review, discuss and approve GOFERR grant for COVID-19 related expenses and agree to accept any grant award in accordance with RSA 21-P:43

We are in the process of submitting a grant for reimbursement of some of the expenses we have accumulated due to the Pandemic.

Chairman Hiland made a motion to apply for GOFERR grant and to allow the selectmen to sign it out of session. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Selectman Ryan made a motion to authorize the Chairman to be the Grantee Representative for the purpose of signing the grant documents. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

D. Review and discuss appointment of a Selectmen, or administrative official, to the Planning Board per RSA 673:2, II (a)

The Board discussed who is to serve as the liaison to the Planning Board. Selectperson Ryan asked Selectman Ferris if he and Chairman Hiland would like to switch the Planning Board and the School Board. Selectman Ferris is interested in doing the Planning Board. Selectperson Ryan made a motion to appoint Selectman Ferris as the representative to the Planning Board. Chairman Hiland seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

E. Review, discuss, approve and sign 2021 Forest Fire Warden/Deputy Reappointment form

The Board reviewed the Forest Fire Warden/Deputy Reappointment form. Chairman Hiland made a motion to approve the appointment(s) as presented. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

F. Review, discuss and accept Deputy Town Clerk/Tax Collector's resignation

The Town Clerk/Tax Collector heard from her Deputy, Megan Paraspolo, who has resigned. Chairman Hiland made a motion to accept Megan Paraspolo's resignation as presented, effective today. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

G. Review, discuss and approve letter to Conway requesting a meeting to discuss Recreation computation

The Board reviewed a draft letter. The Treasurer and Chair would like to meet with the Conway's Finance Director and Town Manager. Selectman Ferris made a motion to approve the letter being sent to Conway. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**
The Board signed the letter which will go with the check that is written next week.

5. Town Administrators Report: The Town Administrator made the Board aware that there was an incident in the Town Hall parking lot this morning involving a motor vehicle stop by NH State Police. They tried to take the driver into custody and he was uncooperative and before the incident was over there were 4 or 5 State Police vehicles and a Sheriff involved. The Troopers have requested a copy of our security video of the parking lot. The Town Administrator is working with our security company to copy the applicable portion of the video to a USB for the State Police. She checked the policy and she is authorized to provide a copy to law enforcement but wanted the selectmen to be aware that she is doing so. In addition, our security camera needs a firmware update which will be done next Tuesday.

6. APPOINTMENTS: there were no appointments

7. Old Business:

A. **Appointments to Town Boards & Commissions:** Planning Board, ZBA, Conservation Commission

B. **Town Fees & Fines Review & Update:** Sign, Building Permits, etc.

C. **Select Board meetings:** – decide on when to go to 2 meetings per month

D. **NH State Surplus** – in process

E. **NH State Bridge Aid** – Drake Hill Rd bridge - in process

F. **Chapel Committee/Historical Society** – Ms. Solomon spoke to Ray and he needs the contract signed and a check to start the work. TA will put this on next week's agenda

G. **Federal Land Access Program (FLAP)** – in process – waiting on MOA

H. **Business Roundtable meeting** – TBD

I. **Cable TV contract (2021)** – in process

J. **Route 16 Moulton property** – in process

K. **110 Golden Oaks Rd** -waiting for ownership documentation

L. **Vendor/Vending cart ordinance** – in process

M. **Library cards:** Vouchers design

8. Other Business (and Board reports):

A. **Planning Board** – nothing

B. **NHMA – Selectman Hiland** – There was an Executive Committee meeting called at the last minutes. There was talk that the Executive Councilors might not authorize the monthly expenditures, for the State, at their meeting, which could potentially shut down state government. The Executive Committee at NHMA wrote a letter to the Governor and the Executive Councilors.

C. **Carroll County Broadband – Selectman Hiland** – Chairman Hiland was contacted by Representative Knirk who suggested meeting with the

GOFERR Committee to work on the broadband issue. The Committee is still working on the survey that each town will be asked to have as many of their residents complete, as possible.

- D. Conservation Commission – Selectperson Ryan** – Quick meeting last night to approve a change in Grandview Farms contract. They want to till an additional 4 acres and also extend their contract for a longer term in order to qualify for a loan or grant. It currently runs from 2017 to 2024. The ConComm did vote to increase from 8 to 12 acres and extend the contract out by 3 years to 2027. The ConComm also accepted the resignation of Paul Brown who was an alternate on the ConComm. On Saturday they were out on the trails on both sides of the Kanc doing their annual clean up.
- E. School Board – Selectman Ferris – nothing new**
- F. Other:** Selectman Ferris asked how long COVID-19 will be going on and do we want to consider putting a camera in the main hall in case we need to video our meetings from the larger room. We could contact Eric from Town Hall Streams to see what the cost would be to run an additional camera.

9. Correspondence:

- A. Review and discuss email from NH HSEM re: 2020 Rehabilitation of High Hazard Potential Dams (HHPD) Program
The Board reviewed the letter
- B. Review letter from Charter regarding upcoming changes
Charter will be launching a couple of new channels, the Board reviewed.

10. Public Comment: no public comment

11. Next Meeting: May 27, 2020 at 5:30 PM at Albany Town Hall

12. Non-Public Sessions: if necessary

13. Adjournment:

Selectman Ferris made a motion to adjourn at 6:15 p.m., Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Submitted by:
Kelley A. Collins
Town Administrator