

Albany Selectmen's Meeting Minutes

Albany, New Hampshire
May 13, 2020 at 5:30 P.M.



Call to Order: Chairman Hiland called the meeting to order at 5:30 p.m.

To Call into the Meeting: 1-480-660-5317
Conference Code: 5403682

Pledge of Allegiance: Chairman Hiland led the meeting in the Pledge

Attendance: In Person: Chairman R. Hiland, Selectperson C. Ryan, Town Administrator K. Collins and Road Agent/Curtis Coleman

By Phone: Selectman Ferris, Dorothy Solomon, Tim Nolin/Forrester, Tod Anderson and Travis Khiel/Logger

APPOINTMENTS:

- Meet (virtually) with Forester and Logger for (2) Intents to Cut Timber for M9, L35 and M9 L32 & 173. Road Agent Curtis Coleman will attend meeting in-person.

The discussion at the last meeting was whether we should require a bond for the road due to the very poor condition of Passaconaway Road. Curtis Coleman/Road Agent noted the road under dry conditions, hauling legally, and using good judgement we would be ok. That piece of road definitely needs some work. Curtis thinks we should probably wait until the logging operation is done before doing a skim coat. The logger, and forester need to use good judgement. The truck should not weigh 120K and if it has been raining for 4 days they should not haul. Curtis threw it to Tim Nolin/Forrester and Travis Khiel/Logger and is hoping to hear that they will use good judgement. Tim Nolin (the forester for this cut) is fully aware of the situation that the town is in with regard to the condition of the road and the damage that the Forest Service has done with their logging. He says they won't haul overloaded or during significantly wet weather and they will haul at the speed limit. Travis (Khiel – the logger on this cut) will speak more to the trucking part. He agrees they wouldn't be hauling during really wet conditions and he understands the situation and will talk to his drivers about it as well. Curtis asked Travis to do anything he can to keep the trucks from hammering it up. The entrance is an existing year around driveway (Scott Quint's driveway). Travis does know that the entrance is a little tight. He is concerned that they not wind up on

the shoulder. He asked if it was ok to widen that driveway with gravel if necessary. It would actually be the opposite side from where they are coming out. Curtis Coleman stated anything they can do to protect the edge of the road would be acceptable.

Chmn. Hiland asked if they had any situation where they brought up some pavement would they be willing to repair it rather than requiring a bond. The logger is amenable to that, if they are sure that their truck(s) caused damage. The trucks carry 100K lbs loaded on 6 axels. The forester believes they will have approximately 75 loads and time frame will be 3 weeks dependent on weather. The start date will be end of the month and should be done by July 4th.

This will just be the Armstong cut the Carriers put their cut on hold but the landing will still be on their property.

Joe Ferris asked Curtis about his concerns about whether 100 loads will damage the road further. C. Coleman noted that if they truck it in the middle of the road, in decent weather, we should be fine.

Selectperson Ryan thanked them for discussing this and being candid with the Board. Also, Chairman Hiland asked the Logger and Forester if they would be willing to contact himself or the Road Agent once they are ready to start, or if they run across any issues.

Chairman Hiland made a motion to approve and sign intents. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

New Business:

- **Approval of May 6, 2020 minutes, including (2) sets of sealed Non Public minutes**

Selectman Ferris made a motion to accept the minutes of the May 6, 2020 Selectmen's Meeting, including Non Public Session #1 and #2, which were sealed, as presented. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

- **Approval of May 13, 2020 consent file**
 __Review & Sign manifest in the amount of \$ 58,095.30

(includes check for 2019 lien in the amount of \$55,720.34

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

- **Review and discuss Chairman Hiland's resignation letter, from Planning Board**

The Board reviewed Chairman Hiland's resignation from the Planning Board, effective immediately.

ARH
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JF

Selectman Ferris thanked Chairman Hiland for doing that, he knows it was a lot of work. He enjoyed most of it but is running out of patience.

Selectperson Ryan made a motion to accept Chairman Hiland's resignation from the Planning Board, Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

- **Review and discuss 2019 lien (included in above manifest)**

This is the Town buying the Tax Collector's 2019 lien.

Town Administrators Report:

- Review and discuss "draft" policy for use of Town laptop(s)

The TA drafted a policy on the use of the Town's laptop. Selectman Ferris thinks one person should be an administrator for loading programs.

Chairman Hiland made a motion to approve the laptop policy, as presented by the Town Administrator. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

The TA will email it to all the employees, Boards and Committees.

- TA will provide update on status of 2019 audit

The Town Administrator noted that Matthew Murray from Vachon Clukay has begun the 2019 audit. There is a questionnaire on Governance that the selectmen need to complete and one on Management that the TA will complete. Chairman Hiland asked Selectperson Ryan and Selectman Ferris for their input and have the TA compile it and Chmn will sign it.

The Town Administrator asked about which member of the Board of Selectmen will serve as liaison to the Planning Board, as this is a requirement. Chairman Hiland asked that choosing a member to serve on the PB be placed on the agenda for 5/20/2020

Old Business:

- **Review and discuss revisions to town hall operations with regards to Stay-At-Home 2.0** (continued from 5/6/2020 meeting)

The Town Clerk/Tax Collector is on the phone and has a marriage license to do next week. The Board reviewed the policy that was drafted by the Town Administrator and asked if D. LeBlanc had a chance to review it. She stated she did and supports implementation. Generally, we will continue to make appointment but one person (two if two signatures are required) may be allowed into the Town Hall if they wear a mask and gloves. The Town Clerk/Tax Collector or the Town Administrator, whoever has the appointment will sanitize the surfaces after the appointment and before the next one. Wearing a mask and gloves is still a choice, but if the customer doesn't want to wear them then we will continue to service them in the

parking lot. If anyone is aggrieved by the policy, they will be given the process to call into a Board meeting. We will put the change on the Town's website and in the newspaper, as well as posting it on the door of town hall.

Chairman Hiland made a motion to put the new policy in place and have TC/TX and TA put in some additional verbiage in the paper. The changes will take effect Monday, 5/18 at 9 am. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.** The Board thanked DeAnn and Kelley for putting this together.

- **Appointments to Town Boards & Commissions:** Planning Board, ZBA, Conservation Commission
- **Town Fees & Fines Review & Update:** Sign, Building Permits, etc.
- **Select Board meetings:** – decide on when to go to 2 meetings per month
- **NH State Surplus** – in process
- **NH State Bridge Aid** – Drake Hill Rd bridge - in process
- **Chapel Committee/Historical Society** – in process
- **Federal Land Access Program (FLAP)** – in process – waiting on MOA
- **Business Roundtable meeting** – TBD
- **Cable TV contract (2021)** – in process
- **Route 16 Moulton property** – in process
- **110 Golden Oaks Rd** -waiting for ownership documentation
- **Vendor/Vending cart ordinance** – in process
- **Library cards:** Vouchers design

Other Business (and Board reports):

Planning Board – Chairman Hiland – There was a meeting on 5/11. There was a letter from the Liquor Commission for a farm on Chase Hill Road that is looking for a “wine manufacturer” license to ferment apple juice into hard cider. The state sent us a letter to see if we had any concerns about this. TA drafted a letter to the Liquor Commission saying we are all set with them. The Board signed the letter.

NHMA – Selectman Hiland – There is a Board Of Director’s meeting at 8:30 Friday morning.

They are looking at how elections will work and the PPE we may need.

Carroll County Broadband – Selectman Hiland - Small group is working with Rural Strategies to complete a questionnaire for each town to have their residents complete. Each town will be asked to put a link on their website and will be provided with a pdf copy.

Conservation Commission – Selectperson Ryan – Nothing new today.

School Board – Selectman Ferris – nothing new
Kennett graduation is going to be held at the top of Cranmore Mountain.

Other: No “other” business

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Correspondence:

- Review copy of letter from NHMA to Select Committee on 2020 Election Support

The Board reviewed the letter.

Public Comment: Susan Anderson (took Tod Anderson's place). Participated in the pick up of rubbish from the sides of the road in her neighborhood. Her and her husband picked up (3) 33 gallon bags of trash on Bald Hill Road. Most of the rubbish was empty cans of Twisted Tea. It appeared that someone is driving by and chucking them out the window. A week later there was a whole additional bag full. Chmn. Hiland asked Ms. Anderson to send an email to contact@albanynh.org and we will be in touch with the Sheriff's Department.

Next Meeting: May 20, 2020 at 5:30 PM at Albany Town Hall

Adjournment: Selectman Ferris made a motion to adjourn at 6:45 pm. Selectperson Ryan seconded. . **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed 3-0-0.**

Respectfully submitted by:
Kelley A. Collins
Town Administrator