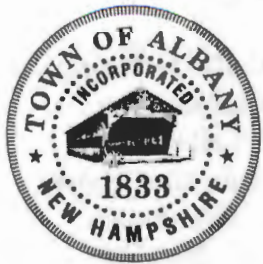


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Albany Selectmen's Meeting Minutes

Albany, New Hampshire
June 17, 2020 at 5:30 P.M.



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

The meeting may be live-streamed at www.TownHallStreams.com and you may participate by calling 1-480-660-5317. Conference Code: 540682

2. Pledge of Allegiance: The Chairman led the meeting in the pledge

3. Attendance: **In Person:** Chairman R. Hiland, Selectperson C. Ryan, Town Administrator, K. Collins **By Phone:** Selectman Ferris (no one is in the room with him). Dorothy Solomon joined the meeting already in session.

4. New Business:

A. Approval of June 10, 2020 minutes, including (3) sets of Non Public Minutes #1, #2 sealed and #3 sealed.

Selectman Ferris made a motion to approve the minutes of the public 6/10/2020 Selectmen's Meeting and the Session 1, 2, and 3 of the Non Public Minutes. Session #2 and #3 were sealed by the Selectmen. Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed: 3-0-0.**

B. Approval of June 17, 2020 consent file

__Review & Sign manifest in the amount of \$ 8,677.80

The consent file manifest includes a \$7K transfer to the SAU.

Selectman Ferris made a motion to approve the consent file as presented.

Selectperson Ryan seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed: 3-0-0.**

C. Review and discuss appointing the Town Administrator (TA) Kelley Collins as the Town's Welfare Administrator

Chairman Hiland made a motion to appoint Kelley Collins as the Welfare Administrator for the Town of Albany. Selectperson Ryan seconded. **Roll**

Call Vote: Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed: 3-0-0.** The Board signed the appointment form.

D. Review and discuss re-appointing Mrs. Sara Young Knox to the Mt. Washington Valley Economic Council

The Town Administrator did check with Mrs. Young Knox and she is happy to continue to serve on the Economic Council. Chairman Hiland made a motion to re-appoint Mrs. Young Knox to the Mt. Washington Valley Economic Council. Selectperson Ryan seconded. Discussion was that there is an ability to appoint an Alternate as well. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed: 3-0-0.**

E. Review, discuss, vote on and sign Tax Anticipation Note (TAN) documents

The Town Administrator provided the TAN documents to the BOS for approval. She has let the Treasurer know they are here and he will sign after the BOS signs. The Board reviewed the documents. Chairman Hiland made a motion to authorize, approve and sign the documents to take a TAN for \$400,000, as necessary. 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 Paul Brown's resignation from the position of Cemetery Trustee

Chairman Hiland made a motion to accept Paul's resignation with regret for all his years of service. Selectman Ferris seconded. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed: 3-0-0.**

5. Town Administrators Report:

A. Review & Discuss request for use of a room by the US Census Bureau for training purposes in August 2020

The TA noted that since the Town Hall is not fully open due to COVID-19 she would like to know if she should just respond and let them know to check back in later. The Board will wait and make a decision about this at a later date.

6. APPOINTMENTS: none

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

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- E. **NH State Bridge Aid** – Drake Hill Rd bridge - in process
- F. **Chapel Committee/Historical Society** – in process
- 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
- N. **Process for making town hall campus ‘no smoking’ (added at 6/10 meeting)**. The Town Administrator provided the Board with the email response she received in response to her inquiry on how to make the property and “no smoking” campus. The Board would like the TA to work on a policy with the Town Clerk/Tax Collector and then schedule a public hearing and notice it in the newspaper.
- O. **Next Steps for unmerging, involuntarily merged lots (added 6/10)**
The TA updated the Board that Mrs. Madden stopped to pick up a copy of the application today as her home printer wasn’t working well. Once we receive the application she will forward it to the Assessor for review. Mrs. Madden may opt to do a lot line adjustment through the Planning Board.
- P. **Review and discuss status of 180 residential unit, commercial development property in Conway – R. Hiland 6/10/2020**
Chairman Hiland did speak to Chief Solomon and he noted that the proposed development will not affect our emergency services but it certainly may impact Conway and Chief Solomon will meet with Conway’s Planning Board.
- Q. **Review and discuss minor changes to last week’s vote to hire K. Golding as Deputy Town Clerk/Tax Collector for two months.**
The TA reminded the Board that their vote last week was to hire Mrs. Golding for 2 months from June 15 – August 15, 2020 for \$500 payable at the end of June, the end of July and August 15, with regular payroll as long as there is a time sheet for each of those periods.
Selectperson Ryan made a motion to modify the June 10, 2020 motion to hire Kathy Golding from June 15, 2020 through August 15, 2020 to be paid \$250 per week. Mrs. Golding shall be paid with the regular payroll with a submitted timesheet and a W4 prior to beginning. The time period can be extended only by vote of the Board of Selectmen. Selectman Ferris seconded. Any other discussion. **Roll Call Vote:** Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. **Motion passed: 3-0-0.**
8. **Other Business (and Board reports):**
- A. **Planning Board – no meeting yes**
- B. **NHMA – Selectman Hiland – BOD meeting this Friday**
- C. **Carroll County Broadband – Selectman Hiland – Jeb Bradley asked R. Hiland to put together a proposal for CC Broadband to apply for a**

portion of the \$50 million that the Governor has made available to increase Broadband services in the State. CC Broadband's proposal includes everything from design to right before construction. The request is for a little over \$11 million. Chairman Hiland believes that if we could get this done we may be able to get revenue bonds which would not impact the taxpayers at all.

The Survey for the Feasibility Study is 99% done. There will be a meeting on Thursday, June 25, 2020 and they are going to go over it with the committee. He will be looking for a vote from the Board to put the URL on the website. There were people from Madison who were interested in helping.

D. Conservation Commission – Selectperson Ryan –

E. School Board – Selectman Ferris –

F. Other:

9. Correspondence:

- A. Review and discuss Primex Guidance on Return to Work Issues for Local Government Employees - The Board reviewed Primex's guidance and will take this into consideration when opening their next phase. They may want to add a provision into the Town's policy to require a test or a 14 day quarantine.
- B. Review and discuss letter from Charter Communications (Spectrum) Mr. Maher called to speak to Chairman Hiland and he will have them in to talk about new franchise.

10. Public Comment: none

11. Next Meeting: June 24, 2020 at 5:30 PM at Albany Town Hall

12. Non-Public Sessions: none

Adjournment: Chairman Hiland made a motion to adjourn at 6:05 p.m. Selectperson Ryan seconded. Roll Call Vote: Chairman Hiland – aye; Selectperson Ryan – aye; Selectman Ferris – aye. Motion passed: 3-0-0.

Minutes respectfully submitted by:
Kelley A. Collins
Town Administrator