

Albany Selectmen's Meeting Minutes

Albany, New Hampshire
September 2, 2020 at 5:30 P.M.



- 1. Call to Order:** Chairman Hiland called the meeting to order at 5:34 p.m.

Note: This meeting may be streamed at www.TownHallStreams.com and to participate you may call 1-480-660-5317. Use conference code 540682

- 2. Pledge of Allegiance:** Chairman Hiland led the meeting in the Pledge

- 3. Attendance:** In Person: Chairman R. Hiland, Town Administrator, K. Collins, By Phone: Selectman Ferris

- 4. New Business:**

- A. Approval of August 19, 2020 Selectmen's Meeting minutes.**

Selectman Ferris made a motion to accept the minutes of the August 19, 2020 Selectmen's Meeting, as presented. Chairman Hiland seconded. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye. Motion passed: 2-0-0

- B. Approval of September 2, 2020 consent file**

__ Review & Sign manifest in the amount of \$ 10,842.51, this includes manifest items from 8/26

__ Review & Sign manifest in the amount of \$ 6,764.58, this includes manifest items from 9/2/2020

__ Review, discuss and approve Selectmen's Deed for 77 Abenaki Way

__ Review, discuss and approve Supplemental Intent to Cut Timber on M9, L35 (Cut #20-003-004-T)

__ Review, discuss and approve building permit for M7, L58 for 100 x 80 steel building

__ Review, discuss and approve Individual Septic System design for M6A, L128

Selectman Ferris made a motion to accept the consent agenda, as presented. Chairman Hiland seconded. Discussion: none. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye Motion passed: 2-0-0.

5. Town Administrators Report:

A. TA has received calls from a couple of human service agencies asking if petition will still be required for funding requests for 2021 in view of COVID.

The Town Administrator asked if town meeting voted to require petition warrant articles from any human service agency seeking funding from the Town's operating budget? Chairman Hiland doesn't believe this was a vote of town meeting, it was a request of the Board of Selectmen.

Selectman Ferris noted that the selectmen agreed to require human service agencies do the petition warrant article. This was a request for information from the Selectboard not a vote of town meeting. The Board agrees that they want petitions from the human service agencies.

B. The TA has been fielding questions about house numbering for a property on 12 Easy Avenue. The owner would prefer a Bald Hill Road address Selectman Ferris believes it is up to 9-1-1. We may have to contact the owner about the driveway. The TA warns against multiple driveways for one lot. She also suggests that if we do receive a driveway permit for the Bald Hill Road access, we send it to E 9-1-1 for review. Chairman Hiland and Selectman Ferris will defer to E-9-1-1.

C. Review, discuss and approve a request for leave for the TA on Monday and Tuesday, September 7, and 8, 2020
The Board reviewed and approved (2) holidays for 9/7 and 9/8 for Independence Day and Labor Day for the Town Administrator.

D. Review and discuss possibility of upgrading Quickbooks payroll from enhanced to assisted
TA explained that she understands this is more money but we should have the money just to cover the 4th quarter and budget accordingly for next year. *Chairman Hiland made a motion to upgrade from enhanced to assisted QB payroll.* Selectman Ferris seconded. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye. **Motion passed 2-0-0.**

Benjamin Potter redemption – The TA explained that Mr. Potter has been in contact to redeem property the Town took by tax deed in August 2020. It appears he will be here on 9/9/2020 to pay the taxes, interest, penalties and fees in full.

Gem and Mineral Show. The TA explained that Dick Dennison stopped by town hall today to ask about holding the annual Saco Valley Gem and Mineral Show in the large room at Town Hall on Saturday, October 17,

2020. Chairman Hiland noted that several organizations are waiting for the town to open the town hall, hoping to use the space. Since the town hall is not currently fully open the Board asked the TA to put this item under Old Business and they will vote on it on 9/16/2020

FLAP grant – The TA noted that she may have misunderstood how the selectmen wanted to fund the \$21,060 for the initial funding of the FLAP grant. She thought this was to come from the Highway ETF but she also noted that there was a warrant article for it to come from unassigned fund balance. Chairman Hiland noted that the permission to use fund balance was just for cash flow but this initial payment should come from the Highway ETF per their vote.

TA wants to clarify for TC/TX regarding Kathy Golding hiring. The Selectmen agree that since we are now paying (2) people to work up to 24 hours at \$20/hour and it was budgeted for 9 hours at \$20 per hour, they just feel there is no budget for that right now. **APPOINTMENTS:**

6. Old Business:

- A. **Appointments to Town Boards & Commissions:** Planning Board, ZBA, Conservation Commission
- B. **Town Fees & Fines Review & Update:** Sign, Building Permits, etc.
Chairman Hiland met with Peter Carboni a couple of times and came up with a recommended draft taking into consideration other towns charges and what we were working on last year. TA will scan and send the draft to Selectman Ferris. Chairman Hiland could not find a driveway permit fee anywhere. Selectman Ferris notes that we do not have a fee for that.
- C. **Select Board meetings:** – the Board asked the TA to remove from Old Business
- D. **NH State Surplus** – in process
- E. **NH State Bridge Aid** – Drake Hill Rd bridge - in process
- F. **Chapel Committee/Historical Society** – D. Solomon has set a date for the Chapel Committee in November.
- G. **Federal Land Access Program (FLAP)** – MOA has been signed, waiting for status report from them
- H. **Cable TV contract (2021)** – Chairman Hiland has a meeting with the woman who is John Maher's boss on 9/9 so he will have more information after that.
- I. **Route 16 Moulton property** – in process – we are waiting for Court
- J. **110 Golden Oaks Rd** -waiting for ownership documentation
- K. **Library cards:** Waiting to review draft MOU
- L. **Process for making town hall campus 'no smoking' (added at 6/10 meeting)** – Review and approve sign design and expense. The TA asked permission to order two or three signs for no littering. The Board agreed to purchase 2 signs.

M. Review and discuss reviewing the Town's Emergency Operations Plan – this needs to be done annually

N. Review and discuss letter sent to the owner of M3, L32 regarding possible land use code violations.

Chairman Hiland would like to leave this under Old Business to see what happens with the Sheriff's Department so that we can reach the owner. Give the Sheriff a week or so to make contact and the Board will discuss action at their meeting on 9/16

7. Other Business (and Board reports):

A. Planning Board – There is a Planning Board meeting this week.

B. NHMA – Selectman Hiland – Nothing happening right now.

C. Carroll County Broadband – Selectman Hiland – the survey is closed, they are waiting for the tallies from the Survey. They are working on a couple of pieces of legislation and Senator Bradley has agreed to sponsor this. They will be holding a meeting in Wolfeboro in October. The legislation that passed in this past period enables formation of a District, they will be working on this.

D. Other: none

8. Correspondence:

A. Review Notice of Public Hearing from Thornton Zoning Board re: proposed construction of a wireless communication facility on Upper Mad River Road

The Board reviewed the notice of the Thornton Zoning Board

B. Review email from Jermywren and Jay Walker regarding their displeasure in the Board's handling of their appeal of an unauthorized camping ticket

The Board reviewed the email. Chairman Hiland noted that the minutes of that meeting are self-explanatory

C. Review email from George Gubitose/NH DOT Access & Utility Engineering Technician regarding activities on the Profile Subaru property

Chairman Hiland noted that the State wants us to do their work.

D. Review letter from Health Trust putting us on notice that we will have some kind of return of premium for the 2020 year, which is currently estimated at \$231.22

The Board reviewed the notice.

- E. Review letter from Charter Communications with check for April 1, through June 30, 2020 franchise fees in the amount of \$1847.60
The Board reviewed the letter
- F. Email from NH DES regarding drought situation in NH
The Board reviewed the letter.
- G. Review and discuss note included with payment of parking ticket and whether it needs a response.
Chairman Hiland does not think their note deserves a response. Don't break the law. Selectman Ferris agrees, we did not give the ticket – the Sheriff did.

9. Public Comment: none

10. Next Meeting: September 16 , 2020 at 5:30 PM at Albany Town Hall

11. Non-Public Sessions: none

12. Adjournment:

Chairman Hiland made a motion to adjourn at 6:27 p.m. Selectman Ferris seconded. Roll Call Vote: Chairman Hiland – aye; Selectman Ferris – aye.
Motion passed 2-0-0.

Submitted by:
Kelley Collins
Town Administrator