

April 10, 2012
Selectmen's Meeting

Present: R. P. McGinnity Ch., A. Richards, C. Moser & A.A. Milkovits

Meeting opened at 7:30 PM. Vendor checks were then discussed and the check register signed.

Agenda:

Appointments:

1. Carol, Representative from Glacial Energy, presented information to the Board about the company. Glacial Energy is a licensed supplier of electricity to commercial enterprises only, not a broker. Their rates are not regulated by the PUC but use the futures market to set their rates. PSNH would continue to do the metering and all repairs to the wires, etc. There would be two monthly bills: one from PSNH and one from Glacial Energy. Carol estimates a savings of \$700-750 for the year for all the Town Departments' and buildings' electricity. The Town would need to sign a one year agreement with the company. No decision was made at this time.
2. Fire Chief David Baker discussed issue of workers' compensation coverage for Highway employees responding to fire calls. Chief Baker has recommended Kenneth Caisse and Kenneth Patria both of Temple for appointment to the Mason FD. The men are both currently certified firefighters and EMTs for the Temple FD. Selectmen approved this recommendation which will cover them for workers' comp. should they be injured responding to a fire in Mason. Primex, our workers' compensation insurer, has stated that employees responding to fires in Mason will be covered for the insurance as long as the employees are on the official call list. The appointments will cover that detail.
3. Road Agent Fred Greenwood returned to the Board with information about weight limit signs. Since damages to public roads are covered by the RSAs, it is not necessary to post weight limit signs. The Board feels that signs should be posted during the early spring season. Logging trucks seem to cause the most damage as the trucks are pulling onto the edges of road with heavy loads. Selectmen discussed adding a bond requirement to Intents to Cut, setting the bond proportional to the potential damages. At present a bond may be required if the owner is delinquent in other taxes or if a logger is using a portion of a Class VI road. LGC will be contacted on the legality of requiring a bond for road damage. A motion was made, seconded, and voted in the affirmative to have a town ordinance for seasonal weight limits posting. There may be exceptions to the limits.
Selectman Moser brought up a road issue of concern – hazardous area on Jeds Lane. There seems to be a “hole” at base of Turilli's driveway and it has been the site of at least one accident with a car rolling into it. After some discussion, it was decided that Road Agent Greenwood would review the area, put caution signs or cones around it and return to the Board at the next meeting with his recommendations for repair of that area.

April 10, 2012
Selectmen's Meeting

4. Police Chief Hutchins updated the Board on a pending case that involved a drug search using our K-9 in Brookline two years ago. Since this was a federal case, the proceeds from the case would be dispersed by the Federal government to Brookline PD who would then grant a share to the Mason PD for the K-9's actions in the arrest. The case has finally been adjudicated federally and the amount Mason PD will receive could be about \$10,000. Chief Hutchins wants that deposited in the K-9 Expendable Trust Fund. Selectmen cautioned the Chief to check with Federal agency to be sure that this may be done.
5. Judy Gizara, resident at 56 Old County Road, presented Selectmen with her elderly exemption application. Ms. Gizara is 72 years old and explained that she is having a very hard time paying her taxes and other expenses. Selectmen reviewed the copy of her income tax return submitted and also requested the list of her assets. Ms. Gizara referred the Board to her income tax return for her income. Chairman McGinnity explained that the list of assets (CDs, pensions, vehicles, furniture, etc.) is a necessary component to the elderly exemption application and a decision would not be made without it. After more discussion, Ms. Gizara stated that she probably would not qualify for the exemption with her assets and left taking her application and tax return with her.
6. Pam Lassen, Garth Fletcher & Wolfgang Millbrandt, interested residents, met to discuss recreating the town's website and volunteering their time to help with this project. Chairman McGinnity gave the background on the present website which unfortunately has not been updated for some time due to server and other issues. He explained to all present what the guidelines and requirements for the new website will be:

- It must be user friendly so that changes, etc. can be made in the Selectmen's office by individuals not well versed in computer language.
- It must be functional for all users and viewers. There will be minimal photos on the site in order to allow the site to be accessible to all whether the user has dial-up or high speed.
- The address must be representative of the site for easy searches, such as mason.nh.us.
- The site must be located on a recognizable server such as Go-Daddy.

All were in agreement with these guidelines. Ms. Lassen discussed the software for the site. She highly recommends using WordPress.org for its ease of use. There would be a single editor to whom contributors would submit information for uploading. Ms. Lassen uses WordPress for her monthly publication, the *Mason Grapevine*. Other items discussed were:

- Need to have a gatekeeper over content for the website. This would probably be the Admin. Assistant.
- Ms. Lassen will check on the themes offered by WordPress for the town website.
- Content for website: Departments and Committees, Calendar – need to be flexible to be edited as necessary.
- Memos will be sent to Departments and Committees to request new statements for their web pages and recommendations for content.
- Tax maps should be included on the website.

April 10, 2012
Selectmen's Meeting

- Town regulations and ordinances also to be included.
 - Recommendation for Go Daddy for the server.
 - Questions on converting present website to WordPress.
 - Ms. Lassen will help train Admin. Assistant on the software.
7. Pam Lassen, Chairman of Planning Board, informed the Board that the new NRPC Circuit Rider has resigned and Camille Pattison from NRPC will be stepping in to help the Planning Board. Ms. Lassen recommends that the Board review the cost of the NRPC Circuit Rider contract for the current level of service.

A non-public session was called at 8:05 PM for a personnel benefits question by Chairman McGinnity. Present were Selectmen, Police Chief Hutchins, Road Agent Greenwood and Admin. Assistant Milkovits. Selectman Moser explained that, according to the LGC, the Selectmen cannot enact any policy that would protect full time employees from adjustments to their benefits compensation package. Votes at Town Meeting can always change the benefits by increasing them or decreasing them. Session ended at 8:20 PM.

Selectmen reviewed the following:

1. Commitment letter from People's United Bank for 2012 TAN: \$975,000, 2.34% interest rate. A motion was made by Chairman McGinnity, seconded and voted unanimously by the Board in the affirmative to accept the Commitment letter from People's United Bank for the 2012 TAN borrowing of \$975,000 at 2.34%. Treasurer Pat Letourneau was present for this discussion and vote. Bond Counsel David Barnes has been contacted and the paperwork has been filed for the TAN application. The Board will close on the loan by April 24, 2012. Beth Bartlett, Vice President of Government Banking for People's United Bank will meet with the Board on April 24th to present the TAN documents and to discuss the banking services available from People's for the town accounts.
2. Capital Assets Policy: Selectmen are working on the documents for this policy as well as the Department heads. This policy will be finalized by the last meeting in May.
3. Investment Policy: this issue has been tabled for a later date. Selectmen will request Trustee George Schwenk to meet with the Board to present the Trust Fund's investment policy for their review.
4. Junkyard license- Erik Blair sent a letter and a \$25 check for his junkyard license renewal. The Board is not in agreement with Mr. Blair on his license renewal. Selectmen will review the final court order and review Mr. Blair's property for compliance before issuing a license
5. Police logs - In the logs, it was noted by Selectman Richards that reference was made to a tenant in a barn owned by Richard and Shirley Morley. This may be an illegal use. The property card will be checked to see if a barn apartment is listed. Selectmen will request that the Building Inspector check the barn for an apartment and report his findings back to the Board.
6. Second copy of audit of former Town Clerk/Tax Collector by Plodzick and Sanderson, this copy included warrants

April 10, 2012
Selectmen's Meeting

7. From BTLA: Settlement date of August 1, 2012 for Gavin 2010mproperty tax appeal
8. Building Permits: #12-06 Jonas, lot J-76-4 electrical service for greenhouse, #12-07 Town of Mason, lot L-36 new antenna, #12-08 Town of Mason, lot E-72 gazebo, #12-09 Gavin, lot H-72-1 septic system, #12-10 Decoteau, lot H-10-2 deck pool, #12-11 Spacht, lot A-16 horse barn
9. From Cemetery Trustee Wallace Brown requesting response from Selectmen concerning operations of Cemetery. The Cemetery Trustees and Road Agent Fred Greenwood will be invited to the next meeting to discuss the Cemetery operations and equipment sharing.
10. From Superintendent McCormick – plan for doing joint Annual Report with the town, sharing and discussing web page design and structure. Peter Balducci will be completing the school's web page. Mr. McCormick would also like to pursue other joint ventures with the town.
11. Planning Board minutes for March 28, 2012 meeting
12. From D.E.S. – Amended Forestry Notification for Lot B-4-2, Stauble
13. State driveway permit: Mann, 330 Valley Road
14. Current Use Assessment Ranges
15. Stumpage values from DRA: April 1 – September 30, 2012
16. Utility Maintenance Notification Form from NH D.E.S. for work in Mason.
17. Town Gazebo – work has begun on the gazebo. Selectmen will request Wallace Brown, as Chairman for the Gazebo Committee, to come to the next meeting and present building plans for the gazebo. LGC will be contacted for information concerning volunteers building on town property.
18. Other correspondence: Foreclosure Sale- 159 Fitchburg Road, copy of Notice to All Tax Collectors from BTLA – confirming that the town does semi-annual billing.

Selectmen signed the following:

- Yield Warrant – Lot D-10, Fifield Trust for \$2,858.45
- Approval for extension of filing Report of Cut for Intent #11-293-13, Stauble lot B-4-2.

Selectmen discussed Town Counsel and whether to maintain the present legal counsel. A motion was made, seconded and voted unanimously by the Board to create a request for proposal for town counsel and make a decision going forward on what attorney to use for town counsel. Selectman Moser will develop the request for proposal. A letter will be sent to Attorney Silas Little explaining the reasons, such as concern for timeliness of responses, for the r.f.p. Attorney Little will also be given the opportunity to submit a proposal.

Meeting adjourned at 10:25 PM to be continued on Thursday, April 12th at 8:00 AM when Department of Labor Inspector DiGangi will return to re-inspect the town office doors for workplace safety. Chairman McGinnity and Selectman Moser will be present with the Inspector.