

**June 12, 2012**  
**Selectmen's Meeting/Approved Minutes**

Present: R. P. McGinnity Ch., A. Richards, C. Moser & A.A. M. Ward  
Also present: Garth Fletcher, Deputy Treasurer

Meeting opened at 7:29 PM. The check manifest was reviewed and approved.

**Agenda:**

**Appointments:**

1. Harry Spear, Starch Mill Road, offered suggestion to the Selectmen about overnight parking of the road grader when it is out working on a road over a period of two to three days. Discussion included all Selectmen present, Road Agent Fred Greenwood and Mr. Spear. Concerns were vandalism to the equipment and possible injuries if anyone was hurt on the equipment when parked overnight. All concerned thought insurance should be checked just for reference and also that all equipment should be returned to the highway yard. Selectmen will take this under advisement.
2. Moderator Catherine Schwenk – Discussion on hours for Primary and Presidential elections. Primary was decided at 11 AM to 7 PM. Presidential – Mrs. Schwenk wanted 8 AM to 7 PM; Selectmen thought 8 AM to 8 PM. Catherine will check other towns for their hours and report to Selectmen her findings. It was, however, motioned and voted unanimously for Presidential Election hours to be 8 AM to 8 PM. Chairman McGinnity suggested that the Moderator work on finding more ballot counters for the Presidential Election. Mrs. Schwenk inquired when the Selectmen's minutes would be published. Chairman stated that the minutes would be available within one week after the meeting and in about two weeks the minutes will be on the new website.
3. Kenneth Wilson representing Wolf Rockers Square Dance Club presented a check for \$1,500.00 for upgrading the restrooms at the Town Hall. This is to make the bathrooms ADA conforming. All Selectmen in favor to proceed and thanked Ken and the Wolf Rockers. Monies will be put into a separate line expense item just for this project.
4. Police Chief Barry Hutchins – concern about water quality at the police station and damage to fixtures. Selectmen and the Chief decided that first step is to arrange for water testing and an estimate to correct the problem. The communications antenna was discussed and PC Hutchins stated that it is fully operating and that “it is phenomenal!”
5. Treasurer Pat Letourneau was scheduled for 8:15 PM - was not present so Garth Fletcher (Deputy Treasurer) was given checks to sign and he said he was not aware of anything else to discuss. Mrs. Letourneau came in at 8:30 PM and discussion ensued concerning the new bank account opened by her at People's United Bank and the deposit of \$50,000 into that account. Monies for deposit to People's were withdrawn from the TAN. Also discussion on the additional \$50,000 withdrawal from the TAN and deposit of those funds into the TD Bank account. This withdrawal was not authorized by the Selectmen. Discussion also ensued concerning the necessity of phasing in the new checking account and Mrs. Letourneau working with A.A. Milkovits on accomplishing that. Signatories on new People's account are Pat Letourneau and Garth Fletcher. The pros and cons

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about having the Selectmen as signers on the account were discussed and decision was made by the Board that it was not necessary. Mrs. Letourneau was informed that all checks are to be held in the Selectmen's Office. Mrs. Letourneau brought the People's Bank new customer checks – Check #'s 0091-0100. That was all that was in zippered bank bag.

At 8:00 PM motion was made, seconded and voted in the affirmative to enter into a non-public session to discuss staffing issues. Present were Selectmen, Police Chief Barry Hutchins and A.A. M. Ward. Issues were discussed and vote was taken. Minutes were sealed for 20 years. Session adjourned at 8:26 PM.

**Selectmen reviewed the following:**  
**Old Business:**

1. Selectmen's Meeting Minutes and Staff Meeting Minutes of May 22, 2012 were approved and voted into record.
2. Re: Timber Bonds: Doonan operation – logger Charles Griffin submitted bond. Fedorka, etal operation – logger David Parker/Gentle Giant says that he has no trucks weighing greater than 80,000 pounds; therefore no bond required. Both Intents were approved to proceed.
3. Re: Request for timber bond for Schaeffer operation – Mr. Schaeffer has died and his ex-wife, Kelly Fondielier wants to continue with the logging on the property. Logger Thayer brought in check for timber bond. Selectmen want proof of ownership of land by Ms. Fondielier since demise of Gary Schaeffer. This Office will hold onto Intent to Cut until this is provided. A.A. Milkovits is to inform Ms. Fondielier of this request.
4. Re: Fire Station Deed – Town Counsel sent copies of organizational documents of the MVFD, Inc. but articles do not refer to what occurs after the dissolution of the MVFD, Inc. Attorney Little is seeking Constitution By-Laws of the organization to settle the deed issue. Fred Greenwood presented Board with his copy of FD By-Laws.
5. Re: RFP for Legal Services – Present Town Counsel Silas Little III sent letter outlining legal fees and services to the Town of Mason. Selectmen will wait for any other respondents to their RFP request but will continue to retain Attorney Little as town counsel.

**New Business:**

1. From D.E.S.: Copy of Restoration Plan Approval and requests in execution of plan for Shane and Christina Robinson, lot K-3, 849 Valley Road.
2. From DRA Property Appraisal Supervisor Gregory Heyn: USPAP 2011 Report for Town of Mason – stating that the report submitted by Town Assessor Richard Rockwood for the Town of Mason is non-compliant. Selectmen will ask Mr. Rockwood to come to the next meeting to discuss these letters.
3. Notice from B.O.A. – hearing on July 16, 2012 for applicant Bradley Gaudet, 315 Meetinghouse Hill Road for a use variance for a part-time gunsmith/repair shop.
4. Building Permit: #12-16 Griffith, lot J-29 deck

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5. From BI Wilson: copy of letter to Shad Smith & Kristine Keith, lot J-5-3, reminder to obtain building permit before the septic is replaced.
6. State approved septic design: Merrill, lot B-14-2
7. From Auditors: Email notice of Town's deficiency in certain policies – code of ethics, anti-fraud, internet use, credit cards, accounting procedures, disaster recovery and investment policies. Selectmen will acknowledge receipt of email but nothing else. Selectmen noted that some of the policies are stated in Town Policy Handbook; the others are being reviewed.
8. Copy of letter from NHTI to PC Hutchins congratulating him for making the spring 2012 Dean's List.
9. Police logs
10. From ConCom: RR Trail Jackson Road Trestle is eligible for listing in the State Historic Register. Selectmen motioned and all agreed that subject to any lack of objections by the ConCom, Selectmen will approve and sign the form to allow the Mason RR Trail Jackson Road Trestle to be listed on the State Historic Register.
11. From D.E.S. – Complete Forestry Notification for logging operation on lots G-55, 56, & 57.
12. Other:
  - From LGC-PLIT – Notice of hearing on proposed changes to Member Agreement with related documents.
  - Email from Pam Lassen concerning domain name for website.
  - Re: Moss on Town Hall roof – Selectman Richards discussed the moss growing on the Town Hall roof which could cause deterioration of the roof. A work order will be sent to the Highway Department to address this problem.
  - New health campaign for town employees to begin this summer.
  - Re: Website Slider – Selectmen want the web designer to use a photo of the Uncle Sam house at top for the slider and complete the website with what he has at present.
  - Other correspondence

Meeting adjourned at 9:30 PM.