

June 26, 2012
Selectmen's Meeting/Approved Minutes

Present: A. Richards, C. Moser & A.A. Milkovits (Chairman R.P. McGinnity was absent due to vacation.)

Also present: G. Fletcher, Deputy Treasurer & P. Letourneau, Treasurer
One resident

Meeting opened at 7:30 PM. The check manifest was reviewed and approved.

Agenda:

Appointments:

1. Richard Rockwood, Town Assessor addressed the letters sent to the Board by Gregory Heyn and Joanne Tramontozzi, DRA Property Appraisers. The letters stated that the Town is not in compliance because of the USPAP report. Selectmen reviewed the items on the checklist with Mr. Rockwood. It is not clear what the DRA wants corrected but it appears that there may be issues with the manual Mr. Rockwood developed after the statistical update. Due to some health problems, Mr. Rockwood had been unable to respond to the DRA Appraisers in a timely manner. After more discussion, it was decided that Mr. Rockwood would contact Greg Heyn and work with the DRA Appraisers to make corrections to the report and bring the Town of Mason into compliance.
2. Part-time Officer Steven Willette – A motion was made and seconded to enter into a Non-Public Session to discuss Police Department personnel at 7:47 PM. Present were Selectmen, A.A. Milkovits and part-time Police Officer Steven Willette. Officer Willette had recently been hired as a part-time Police Officer. Chief Hutchins requested, by email, a waiver to the Town's Personnel Policy for part-time hours to allow Officer Willette to work in excess of 29 hours as a part-time employee to maintain the current level of police coverage for the town. This would not be a problem according to the Police Standards and Training as long as Officer Willette does not exceed 1300 hours in a year as a part-time officer. Officer Willette will be entering the Full-Time Police Academy in September. (He had previously worked for the Mason Police Department but, at that time, had failed to pass the physical requirements to enter the full-time Police Academy. He is now working with a trainer and will not have any problems passing the physical for the Academy.) As of July 1, 2012, Police Standards and Training will recognize Mr. Willette as a full-time Police Officer; he will have six months to complete the Academy. The waiver is requested until July 1st. A motion was made, seconded and voted in the affirmative to grant a waiver for Officer Willette to work 40 hours as a part-time officer until July 1, 2012. Selectmen also approved an appointment for Mr. Willette as a full-time Police Officer effective on July 1, 2012. Benefits will begin ninety days after his appointment as specified in the Town Personnel Policy. Session ended at 7:57 PM.
3. Selectman/NRPC Commissioner Charles Moser discussed the NRPC recent quarterly meeting. This was their annual budget meeting. Budget was reviewed and discussed and approved. The dues are apportioned 50% on equalized value and 50% on census are level funded for entire region. Dues for fiscal year 2013 are \$1,128 and due to the shift in Town population and valuation the dues for 2014 will increase by \$41 to \$1,169. Garth Fletcher questioned the rationale for basing the dues on the equalized value. The fee for the Circuit Rider will remain

June 26, 2012
Selectmen's Meeting/Approved Minutes

the same. Mr. Moser discussed some of the programs that NRPC has worked on; their greatest concerns and focus being the transportation programs.

4. Treasurer Letourneau and Deputy Treasurer Fletcher expressed their concern that the A.A. and her assistant are not bonded for their work in keeping the financial records. They both feel that the RSA requires this bonding. LGC-PLIT will be called on this matter.

Selectmen reviewed the following:

Old Business:

1. Selectmen's Meeting Minutes of June 12, 2012 were approved and voted into record.
2. Re: Useable goods area at Wilton Recycling Center- response received from Wilton Selectmen thanking the Board for their comments. The Recycling Committee will be working on a solution and may contact the Board for their ideas.
3. Re: RFP for Legal Services – RFP received from Mitchell Municipal Group. Selectman Moser knows the group personally. It was noted that their rates are slightly higher than Attorney Little's rates and they are at a much further distance. A decision for the new Town Counsel will be tabled until there is a full Board present.
4. Re: Intent to Cut – Schaefer/Fondelier – Logger Phil Thayer was present for this discussion. Divorce decree and copies of deed, tax bills and note from Ms. Fondelier requesting the Board sign the Intent. After review of all materials Selectmen approved and signed the Intent to Cut, recognizing Ms. Fondelier as the owner of 403 Jackson Road.
5. Re: Fire Station Deed – Copy of pages on dissolution of MVFD from the By-Laws of MVFD will be sent to Attorney Little for his review.
6. Re: Request from Auditors – Selectmen signed the form acknowledging the deficiencies in certain policies.
7. Re: Exemption Status for Williams' property – letter from Mason Congregational Church Trustee Bettie Goen requesting an adjustment for the property tax for the exempt status. Since the Selectmen had previously approved this request, town assessor Richard Rockwood will determine the pro-rated tax.
8. Re: Jonas' Application for Current Use – a new application has been submitted and will be reviewed by town assessor Richard Rockwood before Selectmen's approval.

New Business:

1. Building Permits: #12-17 Schulman, lot L-2-2 finish second floor of garage; #12-18 Sullivan, lot K-32-1 renovate kitchen and family room; #12-19 LeClair, lot J-50 electrical update
2. Police logs
3. Email from Police Chief Hutchins with forwarded email from former Officer Steven Duval. He is very busy in his new job and will not be available for part-time work with the Mason PD.

June 26, 2012
Selectmen's Meeting/Approved Minutes

4. Workers' Comp. Claim – Highway worker with lost time after falling backwards out of dump truck.
5. LGC-PLIT renewal policy – Policy is based on replacement cost value. Selectman Moser observed that no fine arts are listed on the insurance schedule. He questioned whether the statue of Bode should be listed. Since there was no paperwork from the Mason Historical Society donating the statue to the town, it has not been listed on our policy. A letter requesting the same will be sent to the Historical Society.
6. Minutes from ConCom –It was noted that an incorrect tax map letter was used on the Intent to Cut and Complete Forestry Notification forms of Matthew & Beth LeClair. Tax Map K is the correct tax map not G as listed on both of those forms. Letters will be sent to the DRA and D.E.S. to correct this typo error.
7. Other:
 - Bankruptcy notices – Fletcher Granite Company, LLC
 - A memo will be sent to Chief Hutchins to invite Prosecutor Martha Jacques to a Board meeting to report on prosecutions to date.
 - Other correspondence

Selectmen signed the following:

- Warrant for Civil Forfeiture
- Yield Warrant for \$321.04

Meeting adjourned at 8:50PM.

Respectfully submitted,
Barbara L. Milkovits
Administrative Assistant