

May 14, 2013
Selectmen's Meeting/Approved Minutes

Present: Selectmen: R.P. McGinnity Chairman, C. Moser, B. O'Grady & A.A. Milkovits
Also present: Treasurer Pat Letourneau, Dep. Treasurer Garth Fletcher & 15 residents

Agenda:

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

Hearing for addition of deck to the back of Fellowship Hall/Mason Congregational Church, located in Historic Preservation District:

Present: Church Trustees: Wallace Brown and Bettie Goen, Selectmen and Robert Fyfe, abutter. Hearing opened at 8:07 PM. Chairman McGinnity explained the purpose of the hearing: to approve the plan for the addition of a deck to the back of the Fellowship Hall/Mason Congregational Church. Since the Church is located in the Historic Preservation District, a hearing must be held on any proposed exterior changes/additions to buildings before a building permit for such changes will be granted. Selectman Moser read the Mason Planning and Zoning Ordinance, Article V which describes the Historic Preservation District. Chairman McGinnity also explained the history of the Historic District and the HD Commission's responsibilities. The actions of the HDC appear to be more of a stylistic concern. Since the Commission has dissolved, then by default the Selectmen act as the Commission to conduct and rule on hearings for any exterior changes. At a later date the Selectmen will work on setting guidelines to define allowable exterior changes to additions, etc. in the Historic Preservation District. Mr. Brown explained that the proposed deck is 8' x 12', to be built of wood with wood railings. After more discussion and no objections from anyone present, a motion was made, seconded and voted in the affirmative to approve the proposed deck as meeting the HDC guidelines such as they are. The Church Trustees may now apply for a building permit. Hearing ended at 8:23 PM.

Appointments:

1. Several residents were present who are interested in serving on a committee to study health insurance options for town employees. There seemed to be a consensus at town meeting that there are other options for health insurance for employees that could reduce the cost of the insurance to the town. Several opinions were expressed concerning forming the committee as to the total members, mission, etc. Chairman McGinnity emphasized to those present that the mission is to study health insurance options, not employees' salaries. It was noted that the Board supports the town employees and the current health insurance benefits that they receive. However the Selectmen will welcome the input from the volunteers for this committee. Chairman explained that this will be an advisory committee of seven members, appointed by the Selectmen, made up of both residents and employees to allow for a broad spectrum of research and ideas with such a varied membership. The committee's charge will be to seek out other health insurance plans, checking into cost factors, benefits, each piece of the health plan etc. and to determine what portion, if any, the employee should

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contribute to this plan. Selectmen also advised that the committee should check surrounding towns for their health care options. A copy of the town's current health insurance policy will be available to the committee for comparison. A motion was made, seconded and voted in the affirmative by the Selectmen to establish a seven member committee to be appointed by the Board to study town employee health care options and report their findings to the Selectmen by September 30, 2013. Five of the residents present wished to sign up for the committee. The Board will post a notice to inform town residents of the opportunity to volunteer for this committee. The final decision on the membership will be done by the Board at the next meeting on May 28th. Members will be notified and sworn in by the Town Clerk.

2. Road Agent Fred Greenwood met to discuss the following:
 - To update the Board on his findings for the proposed Highway barn/garage and recommendations. Mr. Greenwood feels that the gravel pit would be the ideal location for the building which would encompass the garage/barn and an office for the Highway Department. The pit has plenty of space, 85 acres, six of which would work for the new building and storage of vehicles. Mr. Greenwood presented a map showing the possible placement of the building, located near the RR Trail, high and dry. Due to the regulations and requirements for new buildings, the Road Agent feels the building could cost about one million dollars. After more discussion, a motion was made, seconded and voted in the affirmative to establish an exploratory building committee for the new Highway garage/barn to determine the location, costs, and timeline for building. The committee will consist of five members and will be for a two year period. Selectman O'Grady and Road Agent Greenwood will be appointed to this committee. Mr. Greenwood feels that if the committee meets in the current garage/barn they will be very motivated to have a new building sooner rather than later.
 - Paving plans: Portions of Brookline, Old County, Wilton and Abbott Hill Roads will be paved this year. Brox Paving Company will go to the bottom of the slope on Brookline Road and will grind, grade and overlay it (one coat) then wait a few years before applying the final coat. This will allow shape to the road, decent gutter line, drainage and hopefully cure washouts. Culverts will also need to be replaced on all the above roads. The Highway Department will also dig out the island at the top of Old County Road and refigure that section into a "T" with a stop sign at the intersection of Old County and Brookline Roads. There were some questions on this plan but Road Agent Greenwood explained that there had been many problems with the intersection because of lack of line of sight. Some concerns were stated on the ability of large trucks to turn at that area. The intersection will be "tightened" to a workable size for all turning vehicles. Another stop sign will be erected at the intersection of Russell and Starch Mill Roads. A motion was made, seconded and voted in the affirmative by the Board to allow the Highway Department to install stop signs on Old County Road at the intersection of Old County

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and Brookline Road and on Russell Road at the intersection of Russell and Starch Mill Roads. Police Chief Hutchins requested marking the roads for lane dividers and stop lines. Mr. Greenwood stated that could be done but the paint is very expensive and he recommends waiting for the final paving coat on the roads before any marking is done. Walter Alford, Starch Mill Road, asked whether there are any road maps showing five year maintenance plans. Mr. Greenwood explained that the town is doing a 10 year maintenance catch up plan at present. Mr. Alford stated that he would develop a diagram showing a progressive maintenance plan.

3. Alanna Casey, 841 Hurricane Hill Road, applicant for the webmaster position met with the Board to discuss this position. A motion was made, seconded and voted in the affirmative to enter into a non-public session at 8:27 pm to discuss personnel and salary issues. Present were the Selectmen, Mrs. Casey and A.A. Milkovits. Chairman explained that there had been several applicants for the webmaster position. The Board felt that Mrs. Casey was the best candidate with her technical and principal writing skills. She explained her background in the corporate world and the work that she is presently doing from home. Chairman McGinnity explained what the Board wants for the town website: structural form and content, interactive website, informative and transparent, more content based, user friendly for residents to find forms, up-to-date calendar and important postings with not too many graphics for people who have dialup. Mrs. Casey has looked at the website and would like to re-organize it according to the town's needs. It may take up to 20 hours a week at first to do the updates but after that it will just be maintaining the site and uploading information from Boards and Committees. After more discussion, a motion was made, seconded and voted in the affirmative by the Board to hire Alanna Casey as the town's webmaster at \$18.00 per hour. Session closed at 8:43 PM.
4. Police Chief Barry Hutchins was present at the Board's request. A motion was made, seconded and voted in the affirmative to enter into a non-public session to discuss a personnel issue at 8:45 pm. Present were the Selectmen, Police Chief Hutchins and A.A. Milkovits. Personnel issue was discussed and a decision was made by the Board. A motion was made, seconded and voted in the affirmative to seal the minutes for 20 years. Session ended at 9:05 PM.
5. Fire Chief David Baker updated the Board on the communications issue. Fire Chief, Police Chief and Road Agent all met with Hillsborough County Dispatch. All agreed that the County dispatch is not working well for the Town of Mason. We will be moving forward with the change of dispatch services to Hollis Communications. Chief Baker discussed issues over phone line for dispatch and costs for call forwarding, whether an 800 line would work better, splitting the costs for the line with Hollis, etc. He is still planning for the July 1st changeover. Unfortunately there is no contingency for the ICM Police software. Using that system greatly reduces the workload of the dispatch. PC will review his emails to see what had been previously stated about the software and update the Board.

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Selectmen reviewed the following:

Old Business:

1. Re: Minutes – Selectmen Meeting minutes from April 23, 2013 and Staff Meeting minutes from April 23, 2013 were accepted as written.
2. Re: 2012 EQ Ratio - 111.1%. Total 2012 equalized valuation with utilities: \$145,011,487
3. Re: Quarry - report from Selectman Charles Moser on the meeting with LGC Risk Manager Ron O'Keefe for the review of the quarry property. Also, an email from quarry owner George Schwenk concerning the question of old wells on the property. Mr. Schwenk has never found any wells on the property.
4. Re: Trestle work at Jackson Road/Volunteer Waiver Form - email from Con Com member Liz Fletcher concerning her objection to the form. She understands the purpose to have background checks for volunteers who may be dealing with children or money but feels the work on the trestle doesn't deal with either of those. Selectman Moser does not have a problem with modifying the form by removing the statement concerning background checks. There will still be an official record of a volunteer as a record of the volunteer status instead of a waiver. After more discussion, it was decided to have Garth Fletcher re-design the form for the Selectmen's approval.
5. Re: McDonald's fence – the McDonalds sent an email to update the Board on their plans to install the fence. The installation was done immediately following the email. A memo will be sent to the McDonalds to remind them that they will need to have a hearing before the HDC before building their shed. The McDonalds are also applying for an area variance from the B.O.A. for the location of the shed as it will be closer than the 35' set-backs..
6. Re: LGC-PLIT - reminder email that the appraisal firm will be scheduling an appointment the week of May 13th to appraise town buildings.
7. Re: Microtime update - new server is installed. Upgrades to the computers and final tie-ins will be done on Monday, May 20th.

New Business:

1. Nashua Region Community Health Improvement Plan
2. Con Com minutes from May 8, 2013 meeting
3. Building Permit: #13-08 Crory, lot H-62-3, septic; #13-09 Cross, lot E-64, electrical; #13-10 Robinson, lot K-3, greenhouse; #13-11 Wilson, lot G-75, porch
4. Completion Certificate: Crory, lot H-62-3, septic
5. Police logs
6. New Payment Schedule for 2013-2014 from the Mason School District
7. Copy of letter from S.A.U. No. 89 to Plodzik & Sanderson to inform them that the S.A. U. will be changing auditors.
8. Email from Sherri Malouf - needs letter from the Selectmen to enable her to refinance her property as a residential property without the Special Exception for an office in the accessory building. She explained that her business has not existed for the last five years so the building has not been used in any commercial

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capacity. Selectman Moser explained that Ms. Malouf needs to relinquish the Special Exception and this statement would be recorded and revert the property back to residential. He will work on resolving this issue with Ms. Malouf.

9. Letter from Douglas Whitbeck concerning the danger of the excess sand at the intersection of Old County and Brookline Roads. Since this intersection will be restructured, this will no longer be an issue.
10. From PSNH - Annual Pole Attachment Guidelines – Wally Brown will fill out the form for the placement of the flags on the poles for the patriotic holidays.
11. From D.E.S. - releases for properties that were affected by the gasoline seepage several years ago from underground fuel tanks that were located at the Stateline Variety Store. The area has been abated and is no longer a problem.
12. Other:
 - Planning Board minutes, April 24, 2013
 - Letter of Intent form - Hazard Mitigation Grant Program application
 - Certificate of Achievement- A.A. Milkovits for Government Accounting Course
 - Warrant for first 2013 property tax billing will be signed on Thursday Taxes will be due on July 11, 2013.
 - Sign at Sherman's property at 47 Gilman Hill Road: Joshua Garfinkle, tenant has 8 businesses advertised on a large, oversized sign. It is not clear whether the businesses are retail or internet ordering. Sherman, owner of the property may need to have a Special Exception for their tenant to conduct these businesses. Selectmen feel the sign may be in violation of the Sign Ordinance. Mr. Garfinkle will be sent a letter with a copy of the sign ordinance to invite him to come to the next meeting to discuss the businesses and the sign.
 - Selectman O'Grady requested to re-visit the decision not to sell sand to the contractor working on the church property in the center of town. He felt that this was a community issue and benefited the community. Because of the division of church and state affairs, Selectman Moser disagreed on selling or gifting the sand for the Mason Congregational Church. Also the Selectmen did not wish to be in the business of selling sand or gravel. Residents are allowed to get buckets of sand (small amounts) during the winter for sanding their walks, etc. but not allowed to take truckloads of sand from the Highway yard or town sand pit. After more discussion, the Board maintained their first decision not to sell or give the sand for the church use.
 - Other correspondence

Selectmen signed the following:

- Yield warrant for \$2,429.71: Doonan Family LLC, lot B-18
- Intent to Cut: Town of Mason Con. Com., lots C-5 & C-24 / Forester will present surety bond to cover liability for work on town property.

Meeting adjourned at 10: 07 PM.

Respectfully submitted,
Barbara L. Milkovits
Administrative Assistant