



**Office of Board of Selectmen
Town of Mason**

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Selectmen Meeting 12/10/2019
Approved Minutes

Present: Selectmen Louise Lavoie, Pete McGinnity, Charles Moser; Kathy Wile, Brenda Wiley; members of the public Nancy Richards and Harry Spear

Called to Order: The meeting was called to order at 7:30 PM by Chair Louise Lavoie.

Approvals:

- Noted that the payroll manifests and accounts payable manifests had been signed.
- Minutes of the November 26, 2019 staff meeting had been reviewed. Motion from Pete, second from Louise, to accept as written. Three votes to accept minutes of 11/26/19 meeting as written.

Minutes from the November 26, 2019 meeting had been reviewed. Louise noted 2 typographical errors. Motion from Pete, second from Charlie to accept as amended. Three votes to accept minutes of the 11/26/19 meeting as amended.

Minutes from the December 4, 2019 emergency meeting had been reviewed. Selectmen agreed with Louise on a suggestion to modify a sentence, changing “trucks” to “incidents”. Motion from Pete, second from Charlie to accept as amended. Three votes to accept minutes of 12/4/19 emergency meeting as amended.

Minutes from the December 10, 2019 staff meeting were reviewed. Charlie suggested deleting some identifying information, agreed by other selectmen. Motion from Pete, second from Charlie, to accept the minutes as amended. Three votes to accept the minutes of 12/10/19 as amended.

- Appointment papers for Jim Dore, new member of the Town Hall Renovation Committee, were signed by all selectmen.
- The Equalization Certificate was ready for signature, and the attached report from the assessor on qualifying sales was reviewed and briefly discussed. Certificate signed by all selectmen.

New Business:

- Brenda Wiley explained to selectmen that the way the calender/payroll schedule coincide this year, there were either 52 or 53 pay periods in 2019 and 2020. She had looked through the department budgets, and was confident the extra week could be absorbed this year. The alternative is to budget for the extra week next year, and employees would have to wait until Jan

2 to get their checks. Board consensus was that waiting could pose a hardship, and agreed to include the 53 weeks in this year's budget.

- Selectmen had received 2 items from Todd Haywood, the town's assessor. The first item was explaining the policy of the assessors when inspection of a property is required. Selectmen had read through it, and agreed it was good information to include on the town's website, to be archived there under general information.
The second item was notification of the newly expanded solar exemption. Mason does have a solar credit, but to apply the newly (Oct, 2019) expanded definition it will require adoption at town meeting. Selectmen agreed it should be contained in the warrant for the 2020 Town Meeting.
- There was a letter of request for continued funding in 2020 from Home Healthcare, Hospice and Community Services. Selectmen agree it should again have an amount of \$1500 included in the budget.
- Schedule for department budget conversations with selectmen was brought to the meeting by Louise. Meeting dates to focus on budget conversations will be held 12/17, 12/30, 1/7 and 1/21, with the budget hearing tentatively scheduled for Feb 10. All departments will be notified when "their evening" will be.

Old Business:

- Monitoring system for the HD building – questions for the salesperson had been answered, selectmen agreed to go forward with the contract once the correction is made.
- Contract for calcium for the roads was on the agenda; Charlie was revising it, asked if he should rework their contract or just add conditions; selectmen agreed to have him go ahead and change the contract, they would sign before sending it back to the vendor.
- Broadband Committee Mission Statement had been prepared by Louise. Selectmen had reviewed it and after short discussion, there was unanimous agreement to adopt it. Selectmen hope to be getting an update from the committee soon.
- Pete had begun to draft recommendations for emergency snow removal guidelines, selectmen agreed to look to see what other towns are using, and Pete can bring back that information to another meeting for discussion.

Informational Items/Communication:

Public Forum:

- Harry Spear asked if a town forest can be dedicated to an individual? He had been asked by a couple of residents. No one knew for sure; it will have to be researched. How/who to pay for any dedication sign will be investigated as well.
- Tax collector had a payment agreement for back taxes prepared for selectmen to sign, which they did.
- NRPC contract for 2020 was ready for signature. It had been reviewed by all selectmen, signed by all of them.
- Personnel manual meeting – to be scheduled once Charlie and Kevin have met on that.

Non-Public:

Louise motioned, second from Pete, to enter into public session by reason of RSA 91-A:3,IIc. Three votes to enter non-public session at 7:42 PM.

Returned to Public Session at 8:01, at which point Louise motioned to seal the minutes to avoid adversely affecting the reputation of any person other than a member of this board. Second from Pete; roll call vote with all selectmen voting to seal the minutes.

Adjournment:

There being no further business, Louise motioned to adjourn, second from Pete. Three votes to adjourn at 8:31 PM.

Next regularly scheduled meeting will be Monday December 23, 2019 at the Mann House at 7:30 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant