



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

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Selectmen Meeting 12/23/2019
Approved Minutes

Present: Selectmen Louise Lavoie, Pete McGinnity, Charles Moser; Kathy Wile, Brenda Wiley; member of the public Bob Bergeron, Kathy Chapman and Michelle Scott.

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 December 10, 2019 meeting had been reviewed. Motion from Pete, second from Charlie, to accept as written. Three votes to accept minutes of 12/10/19 meeting as written.
- Minutes from the December 16, 2019 Staff meeting had also been reviewed. Motion from Pete, second from Louise to accept as written. Three votes to accept minutes of the 12/16/19 staff meeting as written.
- Revised contract from Pelmac Industries has been received. Noted that the changes were two fixtures that had not been included on the original proposal, a battery, increased cost of cable and connectors, and the additional labor to install. Pete motioned, with second from Charlie, to authorize Louise to sign a contract on behalf of the town with Pelmac Industries to install and monitor an alarm system for the Highway garage building, in the amount of \$8993.00. Three votes to authorize Louise to sign the contract, which she did.
- There was a cemetery deed prepared, signed by selectmen and witnessed by notary Kathy Wile.

New Business:

- Budget reviews for a few departments followed.

Library budget was first; noted a decrease of \$16. No questions or concerns on their proposed budget.

Elections budget was discussed. Moderator Catherine Schwenk would like to request a raise for ballot clerks from \$11.50 to \$12.00/hour, which was discussed and approved. A similar request for the moderator fee, agreed to increase the stipend from \$180 to \$200 per event (election or meeting). Assistant moderator stipend was similarly addressed; however, selectmen decided for this year to leave the proposed stipend the same as last year, as there is not an assistant in place at the moment. Agreed the budget as a whole looked good.

Energy Commission budget requests were similarly reviewed. There had previously been no budget for this commission, so all requests were reviewed with input from committee chairs Kathy Chapman and Michelle Scott. Item requests included \$250 for membership fees, 2 energy

kits for use at Mason Elementary School, \$150 for conference attendance for 2 members, and \$500 for community outreach projects, such as the Button Up Workshop hosted earlier this year. Some discussion on the community outreach numbers, but overall budget request of \$980 was approved.

Non-Departmental items were addressed next. Level funding for selectmen stipends, tax map updates, and legal expenses were agreed upon. Actual increase for assessor contract, ambulance services and insurance policies from contracts were included. Wilton Recycling Center number will not be known until second week of January. Follow up needed for anticipated abatements, NRPC dues, and IT support contract with Microtime.

- Meeting set for Monday, Dec 30 at 10 AM for budget reviews with Wally Brown for cemeteries, Parks and Recreation and General Government Buildings. To be confirmed with Wally.

Old Business:

- Contract for calcium for the roads was on the agenda; agreed to approve the revised contract Charlie is preparing at the 12/30/19 meeting.
- Right Angle Engineering contract for Russell Rd plans was discussed. They have invoiced a total of \$8670 so far, and they suggest encumbering an additional \$10,000 to complete the project. Highway budget was reviewed to be sure there was indeed that amount available for encumbrance, determined there was. A revised contract will be need, as the total paid/projected exceeds the original range of cost in the signed contract. Revised contract should include information about the change in scope as well as cost.

Informational Items/Communication:

- Noted that the pre-hearing for BTLA case has been moved to February 12, 2019. The town's assessor is available that date as well.
- Letter to Selectmen from the Fire Chief, addressing concerns about communication with dispatch regarding road conditions. Chief Maxwell joined discussion, agreed to have the 3 department heads (PD,FD, HD) discuss this together on Jan 7, at their budget meeting.
- Chief Maxwell discussed in general terms that he was close to making a conditional offer of employment to a candidate, which would enable him to complete background checks needed and get him enrolled at the academy for the May session. Date of Monday, Dec 30th set for this candidate to meet selectmen.

Public Forum:

- Harry Spear had asked if a town forest can be dedicated to an individual. No one had found any regulation against it, but don't know the process (committee vote vs town meeting vote).
- A brief conversation with Asst Building Inspector Bob Bergeron to get updates on a few building permits in town.

Non-Public:

Adjournment:

There being no further business, Louise motioned to adjourn, second from Charlie. Three votes to adjourn at 8:51 PM.

Next regularly scheduled meeting will be Tuesday January 14, 2020 at the Mann House at 7:30 PM.

Work meetings scheduled for budget purposes for Monday Dec 30 at 10 AM, Monday Dec 30 at 7:30 PM, and Tuesday Jan 7, 2020 at 7:30 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant