



Office of Board of Selectmen Town of Mason

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Selectmen Work
Meeting 1/7/2020
Approved Minutes

Present: Selectmen Louise Lavoie, Pete McGinnity, Charles Moser; Kathy Wile, Brenda Wiley; Fred Greenwood, Kevin Maxwell, David Morrison; member of the public Bob Bergeron.

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

New Business:

- Proposed budgets for Fire, Police and Highway Departments will be discussed in that order. Noted that Brenda Wiley has redone line item numbers according to DRA standards, so there are “new” numbers and orders of items in the newest budget view sheet.
- Budget for **Fire Department** was discussed with Fire Chief Fred Greenwood. **Lines 4220-10 and 11**, the amounts for Hep B vaccines and physicals needed going forward? Fred said they would be used in 2020 as he was getting 3 new people on board, and the policy now is to have all new members complete both of those. **Line 4220-43**, Fuel, was the next question. Fred explained they have not been accurately tracking use of diesel, and will look into having his crew keep a log of fuel consumption so FD can accurately be billed. **Line 4220-50**, Water hole Maintenance - \$1 to be added as placeholder, in case work is needed.

Final conversation was regarding communication between departments/dispatch on road conditions. All departments agreed on using dispatch to facilitate flow of information on road closures/conditions during storms of all sorts.

- Budget for **Police Department** was next. Just a few questions/items of discussion with Chief Maxwell. **Line 4210-05** Overtime and Holiday wages – over on that line in 2019, should it be increased? Unique staffing this year, Kevin felt the current number should be accurate. Same for **Line 4210-04**, Part time wages. **Line 4210-09**, Admin. Wages, will be kept the same – consideration will be given to increasing hours for 2021.

Rest of the budget looks okay as is; long term goal of adding a third full time

officer to replace a couple of part time officers, nothing on the horizon for that right now.

- Highway Department was next. Road Agent Dave Morrison had numbers to request
Line 4311-05, PT wages – increase to \$40,000 to reflect the enlarged PT workforce
Line 4311-06, OT wages – increase to \$12,000 as was actual for 2019.
Line 4311-11, Drug & Alcohol Testing -raise to \$1200, reflecting pending new hires as well as randoms generated through the year. Equal to actual for 2019.
Line 4311-18, Hired Plows increase to \$15,000 to reflect proposed new contract for 20 weeks of service
Line 4311-34 Highway other, will include security monitoring charge - \$300.
Line 4312-02 Electricity, increase to \$3000 to reflect potential price increases.
Line 4312-07 Tires, increase to \$5000, closer to actual of 2019.
Line 4312-08 Chains, increase to \$2500
Line 4312-12 Safety Equipment, increase to 5000 reflecting new hires need for boots, etc.
Line 4312-14 Vehicle Fuel – increase to \$35,000 – more drivers, increase in fuel costs could be substantial this year.
Line 4312-22 Supplies, increase to \$4500 in keeping with actual for 2019.

All other lines remain level funded, salaries to be considered separately as with all departments.

Conversation shifted to paved road restoration and completion of Russell Rd project. Warrant article will be proposed for \$52,500 to supplement the \$123,000 line item.

Cost of Alarm system of \$8893 will be included as a warrant article, as it is a one-time cost.

Dave mentioned he has 4 job candidates for BOS to meet, for one full time position as well as one more part time position. He mentioned another candidate with considerable roads experience, who may be interested in an advisory/support position. Dave will have a conversation with him regarding salary/hours expectations. Dave will try to set up an interview schedule for next Thursday afternoon.

Kathy asked selectmen about asking the town forester to review a report of cut – they agreed that would be helpful.

Microtime update – working to get upgrades done this week, new equipment as soon as it comes in.

Adjourned: There being no further business, Pete motioned to adjourn, second from Louise. Three votes to adjourn the meeting at 9:49 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant