



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

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Selectmen Meeting 5/26/2020  
Approved Minutes

**Present:** By roll call – Pete McGinnity, Charles Moser, Louise Lavoie – selectmen; Kathy Wile, AA; Brenda Wiley bookkeeper; Dave Morrison, road agent; Mark Toussaint (Eversource), Carl Edin (EMC), Garth and Liz Fletcher, Mike Judge, Richard Stockdale, Bill Schongar, Kathy Chapman and Curt Spacht

**Called to Order:** The meeting was called to order 7:32 PM by Chair Charlie Moser. He began the meeting by reading the procedures for electronically held meetings pursuant to the Governor’s executive order 2020-04. That document is attached to these minutes. The meeting had been posted on the town website, and on the bulletin boards at both the Mann House and Town Hall.

**Approvals:**

- Noted that the accounts payable and payroll manifests had been reviewed and signed prior to the meeting by all selectmen.
- Journal entries for the last part of 2019 had also been reviewed and signed individually before the meeting.
- Minutes of the May 12, 2020 meeting had been reviewed by all selectmen. Pete motioned to accept as written. Second from Louise. Votes to approve the minutes of 5/12/2020 as written as follow: Pete aye, Charlie aye, Louise aye. Minutes accepted as written.

**New Business:**

- Carl Edin of Energy Management Consultants and Mark Toussaint of Eversource were on the call to discuss the lighting project improvement project. They had previously emailed the revised proposal with usage and projected savings. Carl said his company manages the project; they have contractors they use, or we could have them use ours. Mark oversees the financials for Eversource, including the rebate and Smart Start program if the town decides to go with that. There would be a project meeting before any work began, to agree on scope of work, size and temperature of replacement bulbs, and scheduling. Carl continued to say it would be at most a 2 week project, some fixture replacements but mostly bulbs being swapped out. There is a 5 year warranty on all the fixtures. Half the cost is paid directly to the contractor (EMC) by Eversource—we have been approved for this rebate. The other half is repaid to Eversource through the difference of our old bill amount and the new amount of actual use, over a 2-3 year time period. Re-payment commences with the billing cycle following completion and inspection of the work (although under current COVID conditions the inspections may be waived. There are 2 payment

options to decide between, and this choice *could* be changed during repayment, but it is a somewhat tedious paperwork challenge.

Pete motioned to enter into a contract with Eversource and EMC to perform the lighting upgrades for PD, FD, HD, and Mann House/Library. Selectmen discussed which repayment option they would choose and agreed to go with Option 1 to use 75% of savings for repayment. Charlie seconds with the addition of the payment option. Roll call vote to approve entering into the agreement with option one repayment schedule – Louise-aye, Pete-aye, Charlie-aye. Charlie will go to the office to sign the agreement forms tomorrow; Carl will re-send to both Kathy Chapman and Kathy Wile.

Carl and Mark both left the meeting.

- Location and hours for the Sept 8, 2020 state primary were discussed next. The Moderator had spoken with AA Kathy Wile, and Town Clerk Deb Morrison had also given input. They agreed the hours of 11-7 would suffice – last state primary had less than 230 voters. Discussion as to location – Town Hall vs School regarding concerns of spacing, cleaning/disinfecting, etc. were raised by all parties. Principal Kristen Kivela had said school is closed that day even if there is school, although she may need to use the multi purpose room as a classroom for spacing purposes. Final decision was to hold the primary election on Sept 8, 2020 at the Town Hall with voting hours 11:00 AM – 7:00 PM.
- Dave Morrison, Road Agent was next on the agenda to discuss some items he had mentioned in an email to selectmen.
  - Update on paving schedule – planning to reclaim and grade Wilton and Greenville Rds, paving to follow asap.
  - Russell Rd – hasn't spoken to Erin Darrow, will try again to contact her tomorrow.
  - Graduation parade – Dave is set to have a dump truck and pick up truck from HD be part of the event – cost of drivers approved by selectmen.
  - Gravel crushing update? Dave hasn't heard recently from them, but end of June/early July had been the target. HD needs to get material together in preparation for them, but currently they have a good supply.
  - Charlie advised Dave that there will be changes to employee compensation for HD employees; Dave will relay that message.
  - Repairs to the rail trail requested by conservation – could be done in a few hours, have gravel at the pit to use. Question of cost – Liz Fletcher said that CC would pay for labor and materials, but save the \$1000 staging fee charged by the outside contractor.
  - Decision made to have CC use their own contractor. Liz said that CC will also post warning signs on that portion of the trail.
  - Regarding a request by a part time employee for more hours and consistent work, and wondering what his pay upgrade would be if he obtains a CDL license. Selectmen agreed that having the CDL would make him a more valuable employee, but upgrade in hours and what the pay increase would be cannot be promised at this time. Dave asked about pay scale is for the different levels – selectmen said they are still in the process of defining that, and will share when it is completed. Louise asked Dave to write up a narrative of what projects could/will be completed using part time employees, which he said he can do.
  - The maintenance line looked high – can Brenda send a list of what has been included in that? Floor drain costs were to come from culverts was the understanding.

Resident and FD volunteer Lee Lemoine had offered to donate some new equipment in exchange for the old radios/parts no longer used. It was agreed it was a good deal, Dave will get back to Lee.

Dave signed off the meeting.

- Broadband Committee had emailed some questions, and was represented by a patient Mike Judge, who said Bill Schongar had had to leave the meeting. Mike explained the group is working on an RFP for the fiber project, and have modelled theirs after what other towns have done. There have been some individuals with legal/contract backgrounds who have offered to review the RFP and help tighten it up. Selectmen agreed that would be wonderful expertise to have work on the project.  
Mike also said they have identified an individual who may be a good fit for their committee, and said he will bring the person to BOS through a meeting should everyone be in agreement about him joining the committee.  
Charlie cautioned Mike that there is a timeline for RFP's requiring bonds involving bank agreements, public hearing etc. before getting on the warrant for Town Meeting. Brenda will get that information to Mike from DRA. Selectmen thanked Mike and the group for all of their work. Mike signed off the meeting.

### **Old Business:**

- Re-opening plan for Mann House and Library was the first topic of old business. Charlie said the library had communicated that it was going to hold off on its plan for partial opening via curbside book pick-up. The current NH 2.0 plan is due to be updated by the governor on Monday June 1. Consensus was to maintain current policy until the governor announces his updated recommendations, and review the town policy at the next meeting.
- EMS Stipends update – Kathy reported the list had been submitted, reviewed and approved by the state, lump sum check to be arriving but no date given. How do selectmen want it paid out – up to each municipality. Agreed on doing 2 payments, with taxes, SS and payroll costs to come from the emergency management line. Brenda will need the list of who gets paid and how much.
- Request from NH Preservation Alliance for the town to take out a membership with them. It was agreed they have been and will continue to be helpful in restoration projects in town. No fixed amount required. A membership with a \$100 donation was approved.
- Charlie said the board had met in non-public session prior to the regular meeting in keeping with RSA 91-A:3,II(a) regarding employee compensation. Question about whether to seal minutes was raised – no identifying information in the minutes, selectmen agreed to not seal the minutes. Explanation of why no roll call vote was needed.

### **Informational Items/Communication:**

#### **Public Forum:**

- Garth Fletcher suggested that most subdivision, lot line adjustment etc. plans are done electronically and the town can request to receive an electronic as well as printed copy. This could then be posted to the website for review by abutters, or interested towns people, saving having to have people view them in person during a hearing.  
He also commented on the HD conversation regarding pay scales, saying that should be public information.

**Non-Public:** Held via Zoom at 7PM, RSA 91-A:3,II(a)

**Adjournment:**

There being no further business, Pete motioned to adjourn, second from Charlie. Roll call vote to adjourn as follows – Charlie aye, Pete aye, Louise aye. Three votes to adjourn at 9:34 PM. The meeting was closed by Charlie online.

Next regular meeting will be Tuesday June 9, 2020 via Zoom at 7:30 PM.

Respectfully Submitted,  
Kathy Wile  
Administrative Assistant