



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

16 Darling Hill Road – Mann House  
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Selectmen / FD Staff Meeting 6/28/2022  
*Approved Minutes*

**Present:** Selectmen Kate Batcheller, John Suiter; Admin Asst Jen Tenney; Fire Chief Tony Burns; Accountant Brenda Wiley

**Absent:** Selectmen Charlie Moser

**Called to Order:** The meeting was called to order at 6:53pm by Chair Kate Batcheller, attendance was taken by roll call as reflected above

**Meeting Discussion:**

- Budget
  - Line item 4220-07 (Retirement) Brenda to verify numbers are accurate.
  - Line item 4220-11 (FD Physicals) this line item will be cleaned up at budget time.
  - Line item 4220-20 & 21 (EMS Supplies & Training) not many people interested, funds will be leftover.
  - Line item 4220-30 (Turnout Gear) this year's gear is ordered and should remain within budget.
  - Line item 4220-33 (Telephone) cellphone cost (~\$105/month) will need to be added into the budget for next year.
  - Line item 4220-41 (Code Books) ordered for this year.
  - Line item 4220-45 (Uniforms) funds are over budget; however, the donated funds have not been applied to this line item yet which will bring the amount within budget.
  - Line item 4220-44 (Equipment Maintenance) ~\$3400 needed for testing of the gas monitors.
  
- Policy for spending >\$1k was reviewed. This applies to maintenance items as well as physical items.
- Hose testing needs to be completed annually. Chief Burns would like to do a one-year trial with the company he chooses before signing a three-year contract with the company. Selectmen are in agreement.
- Firehouse Subs open up grant applications on 7/7/22 for equipment items that cost less than \$50k. Chief will apply for a grant to reimburse the cost of battery powered hydraulic equipment. Chief is interested in this equipment to decrease their energy footprint and reduce the number of fuel tanks needed to be carried on the trucks.
- Chief brought up a concern from the Safety Committee regarding the request for cameras around the Mann House to increase security. Kate requests the Safety Committee implements monthly panic button testing and Chief Burns will look into grants for potential future funding. Kate requests this be discussed more at the Police Department staff meeting.
- Chief plans to look into a grant to help get the writing of our own Emergency Operations Plan in place.
- GOFFER Grant – the cost of the vehicle Chief was looking to purchase has increased. At this time, 2023 vehicles will be available on August 11<sup>th</sup>, 2022. Chief would like to move forward with the purchase of the emergency vehicle at this time and will continue looking into options.

- Chief will look into disposing/donating the heavy tables at the Fire Department and will move the chairs to the Town Hall.
- Engine 3 will be posted on the Municibid website this coming Monday with a starting bid of \$10k. The town resident interested in the fire engine will be contacted.
- Engine 1 is at the getting decal work done. It is also found to have a leaking drain valve. Chief to let Brenda and the Selectmen know the final numbers, and breakdown of said numbers, so the removal of funds from the capital reserve fund can go to vote.
- A fire engine will be in the July 4<sup>th</sup> parade in Greenville.

**Adjournment:** There being no further business, Kate motioned to adjourn, second from John. Roll call vote Kate-aye, John-aye. Meeting adjourned at 7:40pm.

Respectfully Submitted,  
*Jennifer Tenney*  
BOS Administrative Assistant