



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

16 Darling Hill Road – Mann House
Mason, New Hampshire 03048
(603) 878-2070 (603) 878-4892 Fax

Selectmen Meeting 7/25/2023

Approved Minutes

Present: Selectmen Kate Batcheller, Charlie Moser, John Suiter; Admin Asst Jen Tenney; Accountant Brenda Wiley; Fire Chief Tony Burns; Road Agent Dave Morrison; Building Inspector Jacob Olson

Resident: Dennis Avery, Wendy Sue Avery, Kathy Chapman

Called to Order: The meeting was called to order at 7:30pm by Chair Kate Batcheller, attendance was taken by roll call as reflected above.

Approvals:

- Noted that the accounts payable and payroll manifests had been reviewed and approved prior to the meeting.
- Minutes of 7/11/2023 BOS / HWY meeting - Kate motioned to approve as written, second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-abstain.
- Minutes of 7/11/2023 BOS meeting - Charlie motioned to approve with changes, second from Kate. Roll call vote Kate-aye, Charlie-aye, John-abstain.

New Business:

- Reviewed year-to-date budget:
 - 4141-06 (Association Dues) – Brenda to look into why this is over.
 - 4141-08 (Conferences) – Only for town clerks and happens in the fall.
 - 4150-17 (Repairs & Maintenance) – Brenda to look into why this is over.
 - 4150-22 (Town Website) – Town website fees, budgeted amount is estimated.
 - 4150-21 (Town Reports) – Payment is sent in March for the same year's report.
 - 4192-03 (ZBA Advertising) – Jen and Brenda reviewed the advertising and postage process for both the ZBA and PB; this line item will be over until payment is made by applicants.

- 4194-06 (Town Building Supplies) – This line item will be adjusted for the 2024 budget to better reflect the bulk ordering done by Jen for all departments (vs individual departments making small, more expensive purchases)
- 4311-12 (Consulting Engineer) – Pending application to grant, Brenda to review.
- Brenda informed Selectmen that we are back to square one with updating the bank accounts associated with our credit card processing. Kate motioned to have Brenda look into replacing Heartland credit card processing with a new provider and if the new provider charges any processing fees to the Town, these fees will be passed onto the residents, second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-aye.
- Selectmen are aware of the vacant Deputy Treasurer position and the need to fill it.
- Dave informed Selectmen of recent damage to the Backhoe transmission cap. It is currently at A1 for attempted repair.
- Jake met with the Selectmen to review current building inspector and permit activity. There has been a large increase in permit numbers. Jake reviewed the current permit fees and feels the fees should be reviewed. Selectmen asked for a proposed revised fee structure from Jake within two months, Jake will complete. Jake also shared that he has been getting several inquiries regarding tents and yurts.

Old Business:

- 2fa Notification – Kate will reach out to Microtime to discuss this further.
- Jed’s Lane – We received a denial notice for the grant. The engineer will continue to investigate other options.
- Marty’s Events – Jen provided Selectmen with recent decibel log files sent in by Nicole Ruggiero. Log files appear incomplete and not to standard.
- Overlook Parking – Selectmen reviewed the latest email from the Conservation Commission regarding the overlook parking; Selectmen to speak with the Conservation Commission at a later date.
- Grader – A used grader was recently purchased and hope to have it delivered this week.
- Town Ordinance Review – Charlie will be attending the next Planning Board meeting and, as ex-officio, will make sure the Planning Board is aware of the Selectmen’s request to perform a comprehensive review of the Town Ordinance.

Public Comment:

- Wendy Sue Avery approached Selectmen to:
 - Share concerns she had regarding the July 17, 2023 ZBA meeting and provided a written summary of said concerns. Selectmen acknowledged expressed concerns.
 - Get an update regarding ZBA case #01-2022. Selectmen informed that the court hearing date passed and all parties are waiting for a decision.

- Share concerns regarding sound levels of recent concerts at Marty's; Selectmen acknowledged concerns.

Non-Public:

Motion to enter Non-public session made by Kate, seconded by John by reason of:

- RSA 91-A:3, II (c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

Roll call vote to enter non-public session Kate-aye, Charlie-aye, John-aye. Entered non-public session at 8:54pm.

Motion to return to public session made by Kate, second from John; returned at 9:23pm. Motion from Kate, seconded by Charlie, to seal the minutes because it is determined that divulgence of this information likely would

- *affect adversely the reputation of any person other than a member of this board.*

Roll call vote to seal the minutes Kate-aye, Charlie-aye, John-aye.

Motion to enter Non-public session made by Kate, seconded by Charlie by reason of:

- RSA 91-A:3, II (c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

Roll call vote to enter non-public session Kate-aye, Charlie-aye, John-aye. Entered non-public session at 9:36pm.

Motion to return to public session made by Kate, second from Charlie; returned at 9:37pm.

Adjournment: There being no further business, Kate motioned to adjourn, second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-aye. Meeting adjourned at 9:38pm.

Respectfully Submitted,

Jennifer Tenney

BOS Administrative Assistant