



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

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Selectmen / PD Meeting 7/25/2023

Approved Minutes

Present: Selectmen Kate Batcheller, Charlie Moser, John Suiter; Admin Asst Jen Tenney; Accountant Brenda Wiley; Police Chief Kevin Maxwell

Called to Order: The meeting was called to order at 6:03pm by Chair Kate Batcheller, attendance was taken by roll call as reflected above.

- Reviewed the year-to-date budget:
 - 4210-33 (Technology Expense) – Reviewed this is a set software fee that increases ~10% annually.
 - Chief has started the 2024 budget; intends to increase admin hours.
- Per Chief, 2024 will have a large focus on active shooter training for the department and the public. Selectmen asked Chief to clearly indicate these plans on the 2024 budget proposal.
- Reviewed court statistics and call volume.
- Reviewed police activity.
- Discussed upcoming training schedule.
- Discussed current staffing needs.
- Local Mason companies will do a site visit for the basketball court; Facility manager to provide the site plan of the basketball court location.
- Brenda explained two recent officer detail shifts were less than the contracted hours for that shift due to weather. The officer claimed only the hours worked on the timecard, however, the company requesting the detail coverage paid the full amount of the contracted hours. Brenda reached out to the company and confirmed this was intentional and no refund is owed. Selectmen agree to pay the remainder of the shift hours to the scheduled officer.

- In 2024, consider changing the quarry ordinance to allow a few out-of-town tags. Selectmen will discuss with the Conservation Commission.
- The 2018 Tahoe will be six years old in 2024. Chief's intention has been to replace the Tahoe at that time. The Police Revolving Fund and trade in amount should be able to cover this change. Selectmen agree Chief should stick to this plan.
- Chief reviewed the qualifications of another part-time applicant. Selectmen requested Chief to provide a mock schedule that shows the hiring needs of the department. Chief will attend the next Selectmen meeting to review the requested schedule.

Adjournment: There being no further business, Kate motioned to adjourn, second from John. Roll call vote Kate-aye, Charlie-aye, John-aye. Meeting adjourned at 6:40pm.

Respectfully Submitted,
Jennifer Tenney
BOS Administrative Assistant