



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

16 Darling Hill Road – Mann House
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Selectmen / HWY Meeting 12/12/2023

Approved Minutes

Present: Selectmen Kate Batcheller, John Suiter; Admin Asst Jen Tenney; Road Agent Dave Morrison; Accountant Brenda Wiley

Absent: Selectman Charlie Moser

Resident: Selectman Sherri Malouf

Called to Order: The meeting was called to order at 6:33pm by Chair Kate Batcheller, attendance was taken by roll call as reflected above.

- Reviewed year to date (YTD) budget and discussed the following:
 - The most recent welding and payroll invoices have been entered.
 - All previous funds that have been motioned to be moved have been moved.
 - Dave does not anticipate any further large invoices from now to the end of year.
 - Funds need to be moved to cover vehicle fuel expenses. If further funds are still available, Dave to order aggregate now for use in 2024 to allow decreasing the aggregate line in the proposed 2024 budget. Detailed YTD budget line by line review of remaining funds followed:
 - 4311-14 Patch – no pending invoices, no encumbering
 - 4311-15 Culverts – no pending invoices, Dave to order more this year
 - 4311-17 Signs – invoice pending & sign needs purchasing, Dave to order
 - 4311-18 Hired Plows – encumber for 2024
 - 4311-19 Salt – encumber for 2024
 - 4311-24 Hired Equipment – no pending invoices, no encumbering
 - 4312-06 Edges for Plowing – no immediate need to order more at this time
 - 4312-08 Chains – no immediate need to order more at this time
 - 4312-12 Safety Equipment – will be used and ordered by end of year

- 4312-14 Vehicle Fuel – anticipating using another ~\$2k by end of year
 - 4312-19 Heating Fuel – no immediate need to order more at this time
 - 4312-23 Erosion Control – no immediate need to order more at this time
 - Kate motioned to move \$2k from line item #4311-24 Hired Equipment to line item #4312-14 Vehicle Fuel, second from John. Roll call vote Kate-aye, Charlie-absent, John-aye.
 - Kate motioned to move \$4k from line item #4312-16 Edges for Plowing to line item #4311-32 Aggregate, second from John. Roll call vote Kate-aye, Charlie-absent, John-aye.
 - Kate motioned to move \$3k from line item #4312-19 Heating Fuel to line item #4311-32 Aggregate, second from John. Roll call vote Kate-aye, Charlie-absent, John-aye.
 - Dave to order \$7k in aggregate now and decrease aggregate line item of proposed 2024 budget by \$7k. This should leave ~\$4k of available funds in the 2023 budget.
 - Selectmen accept the proposed 2024 Highway Department budget.
 - Dave reviewed drainage issues at the following locations:
 - Batchelder Rd by Pratt Pond Rd – still gets flooded, vehicles have been stuck. New home gets silt built up even with recommended driveway.
 - Nutting Hill Rd by Parker’s – drainage runs into nearby resident’s property. Consider directing the drainage across the street to the pond instead?
 - Reed Rd & Churchhill Rd
- Selectmen asked Dave to bring a proposal with specks, maps and details to be reviewed further after the 2024 Town Meeting.
- Dave reviewed an application for a part-time highway maintainer.
 - Discussed vehicles:
 - 075 – received a dump body replacement proposal for ~\$41k; will hold off
 - 071 – will need a new plow next year. The whole set up is ~\$6k, just the blade is ~\$1k. Will revisit next year.
 - Backhoe – will need to purchase a thumb and/or bucket.
 - Selectmen reviewed the tax rate setting process with attendees.

Adjournment: There being no further business, Kate motioned to adjourn, second from John. Roll call vote Kate-aye, Charlie-absent, John-aye. Meeting adjourned at 7:38pm.

Respectfully Submitted,
Jennifer Tenney
 BOS Administrative Assistant