



## Office of Board of Selectmen Town of Mason

16 Darling Hill Road – Mann House  
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Selectmen Meeting 4/12/2022  
*Approved Minutes*

**Present:** Selectmen Kate Batcheller, Charlie Moser, John Suiter; Admin Asst Jen Tenney; Accountant Brenda Wiley, Resident Patricia Cross

**Called to Order:** The meeting was called to order at 7:33pm 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 3/7/2022 BOS / PD meeting - Charlie motioned to approve as written, second from Kate. Roll call vote Kate-aye, Charlie-aye, John-abstain.
- Minutes of 3/7/2022 BOS meeting - Kate motioned to approve with changes, second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-abstain.
- Minutes of 3/22/2022 BOS / HWY meeting - Kate motioned to approve with changes, second from John. Roll call vote Kate-aye, Charlie-abstain, John-aye.
- Minutes of 3/22/2022 BOS / FD meeting - Kate motioned to approve with changes, second from John. Roll call vote Kate-aye, Charlie-abstain, John-aye.
- Minutes of 3/22/2022 BOS meeting - Kate motioned to approve as written, second from John. Roll call vote Kate-aye, Charlie-abstain, John-aye.

### **New Business:**

- Fire Chief Tony Burns is interested in participating in a controlled burn for training purposes. Charlie will reach out to our town council to determine what is required to move forward with this.
- Selectmen discussed updating the website to reflect more current activities happening in town and making the announcements on the website more visible.
- Chief Burns will be reminded a 2021-2022 contract is still needing for the grant writer.
- Mason Energy Commission have asked Chief Burns to allow them to place energy monitoring devices on the circuits at the fire station; Selectmen ok'd.
- There have been several resident requests made to increase the Town Clerk's hours of operation and availability. Kate to speak to Town Clerk Debra Morrison regarding this.

- Chief Burns has found only two sets of turnout gear at the Fire Department are compliant. Chief Burns plans to purchase two more sets of gear this year and will continue to work to bring the remaining turnout gear up to compliance.
- Chief Burns opened an Amazon account for the Fire Department. Selectmen will discuss this further with Chief Burns at the next Fire Department staff meeting on 4/26/22.
- Admin Jen Tenney informed Selectmen there have been several inquiries from residents to join the Historical Society, Recreation Committee and Conservation Committee. Jen to direct interested volunteers to committee chair members. Charlie will speak to the residents interested in joining the Historical Society.
- Patricia Cross addressed the Selectmen in regards to getting an address number prior to pouring a foundation on her lot. Selectmen to review the current address policy and will be in contact with Patricia within the week.

### **Old Business:**

- Kate and Microtime have continued their discussion regarding the unexpected billing increase. The increase was due to a global Microsoft O365 licensing fee change resulting in an annual increase of about \$4,320.00. This was not brought to the Selectmen's attention until after the 2022 budget was made. For this reason, some of the recommended 2022 service upgrades made by Microtime will need to be delayed until 2023 to offset the unexpected increase in cost. Selectmen agreed to move forward with the new hardware/physical server, new UPS battery and the power monitoring. At this time, we will not be moving forward with the three new workstations or the new networking switch.
- Town Hall Renovation Committee is targeting renovations to begin around the end of June 2022.
- Accountant Brenda Wiley updated that the annual GOFERR filing has been completed.
- Selectmen discussed if it would be ok for staff to donate their earned PTO time to other staff members in need of PTO. Selectmen agreed this would be ok to do.

### **Non-Public:**

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

- RS A91-A:3,II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

Roll call vote to enter non-public session – Kate-aye, Charlie-aye, John-aye. Entered non-public session at 8:51pm

Motion to return to public session made by Kate, second from John; returned at 9:11pm. Motion from Charlie, seconded by Kate, 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 9:14pm

Motion to return to public session made by Kate, second from John; returned at 9:36pm. Motion from Charlie, seconded by Kate, 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.

**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 9:37pm.

Respectfully Submitted,

*Jennifer Tenney*

BOS Administrative Assistant