



**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 / HWY Staff Meeting 5/24/2022
Approved Minutes

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

Called to Order: The meeting was called to order at 6:00pm by Chair Kate Batcheller, attendance was taken by roll call as reflected above

Meeting Discussion:

- Budget
 - Line item 4311-11 (Drug & Alcohol testing) is high. Dave and Jen confirmed most of the department were called in for random quarterly testing last quarter.
 - Line item 4311-17 (Signs) is high. Dave may look into making his own signs to help keep cost down.
 - Line item 4311-24 (Hired Equipment) cost is mostly due to crushing stone.
 - Line item 4311-32 (Aggregate) budget will be used closer towards July.
 - Line item 4312-14 (Vehicle Fuel) is over budget due to fuel cost. The 2,000 gallon diesel tank was recently filled. Selectmen John to look into how fast the fuel is being used. The Highway and Fire Department share this fuel. Road Agent Dave asked to log usage.
 - Line item 4312-16 and 4311-15 will be used to help offset fuel overage cost.
- Project Updates
 - Dave has researched storm events and documentation for flooding at Jeds Lane. Jen to scan and upload documents.
 - Based on engineer recommendation for a load limit on Jeds Lane bridge, Selectmen asked Dave to prepare and get two 20-ton limit signs.
 - Greenville Rd update – 5 culverts in total need replacing, one is completed. The underdrain needs to be completed; fabric has been purchased for this. All culverts should be replaced within the next two weeks. Paving will start after that. Previous culvert order has been canceled. Culvert budget funds will be held for fuel since fuel is over budget.
 - The hammer to crush stone will be in next week.
 - Shimming should take place in July.
 - Mowing date has not been confirmed. The option of purchasing gas through us if the mower needs it was brought up, Selectmen agree to keep contract as is and have mower purchase gas separately.
 - Dave to email Selectmen an estimate of cost and plan of action to remove light by the sand pile.
 - Jackson Rd – Dave spoke with the state and will work with them to complete the project.

- Misc
 - Knotweed at the salt shed is being monitored. Conservation Commission forwarded their letter of recommendation for knotweed control to the Selectmen and Highway Department.
 - Replacement cellphone has been ordered.
 - Request for Proposal for plowing will be posted within the next week.
 - Dave to look into option of purchasing diesel from the state shed.
 - Bill Downs has surveyed the pit area and believes it needs more gravel. Dave to check surveys for property lines before proceeding with this.
 - Scripps Lane emergency lane question is not answered yet. Charlie will call to look into this further.

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 7:00pm.

Respectfully Submitted,

Jennifer Tenney

BOS Administrative Assistant