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March 22, 2011
Selectmen's Meeting

Present: C. Guiry DMD Ch., A. Richards, R. P. McGinnity, & A.A. Milkovits

Meeting opened at 7:30 PM.

Vendor checks were discussed and signed.

Agenda:

Appointments:

1. Road Agent Frederick Greenwood – Selectmen congratulated Mr. Greenwood on his new position. Mr. Greenwood discussed the following issues:
 - HD Personnel – Mr. Greenwood met with the full-time and part-time employees to discuss breaks and lunch locations. Both will be maintained at the jobsites, if possible. This will save time and money for the Department and the Town. The HD will maintain a five eight hour day work week and not go onto spring and summer hours of four ten hour day work week. Overtime needs to be under better control and Mr. Greenwood will authorize overtime as required. Selectmen approved these decisions.
 - Hire part-time help – Mr. Greenwood requested permission to advertise, interview and hire part-time help. He would like to hire about 4 to 6 part-timers with CDL licenses and experience, at a pay scale of \$13-\$15/hour. A basic criminal background check will be done as well as a pre-employment drug and alcohol test. A qualified part-time employee could advance in time to the open full-time position. Selectmen approved Mr. Greenwood's request to hire part-time help for the Highway Department. He assured the Board that there would not be any "busy work" – part-time help will only work when there is work to be done.
 - Full-time Equipment Operator I position – Mr. Greenwood discussed the HD budget that is already showing some budget short falls. To save on the budget, Road Agent would like to hold off hiring another full-time person until September. This would save the Town over \$17,000 in salaries alone! Selectmen agreed with this idea.
 - Parks & Buildings Manager Position – Mr. Greenwood questioned whether that position was under the Road Agent. Several years ago the budgets, invoices and payrolls had been submitted by the Road Agent. In the last year or so Wally Brown, manager, had submitted those items. After some discussion, a motion was made, seconded and voted in the affirmative to have the Road Agent be the overseer of the Town Common, Cemeteries, Parks, and Town Buildings. From now on Mr. Brown will be reporting to the Road Agent with his schedule of work.
 - Vehicles: Truck 069 failed inspection and needs to be replaced. A cab and chassis could be bought for up to \$4,000 to use with the 069's dump body. Also Mr. Greenwood has been negotiating with Hillsboro Ford to purchase the two trucks as approved by Town Meeting. Both trucks will be under the warrant budget. Selectmen gave their approval to replace cab and chassis on 069 and to order the two new trucks. Maintenance is being done on all the vehicles and drivers are expected to grease their vehicles

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daily. New vendors are being chosen as comparisons are made on truck parts, etc. Madigan has had good prices on truck parts.

- Backhoe was evaluated and needs a head gasket and front main seals. Repair could cost about \$3,000.
 - Issue with Assistant Road Agent – Mr. Greenwood discussed David Morrison's poor judgment in two instances: backed up onto paved driveway and broke through driveway. HD has done some temporary patching and put cones in place. The situation was addressed with the owner. This will be permanently fixed in the spring and could cost about \$700. The second instance was when Mr. Morrison slammed into the pile of cold patch with the dump truck plow. After some discussion, the Selectmen advised to document these two instances and counsel Mr. Morrison with the 30, 60, 90 day plan. If, after 90 days, there is no substantial improvement in attitude and work habits then Mr. Morrison could be terminated. The Selectmen emphasized that they would support Mr. Greenwood in his actions as Road Agent and not interfere. Mr. Greenwood will keep the Selectmen updated on the status of the Highway Department.
 - Issue with communications license at Townsend Road – Mr. Greenwood spoke with Tracy Simmons from the FCC concerning complaints of the HD using the same frequency as emergency services in another town. After meeting with the communications technician, it was determined that the Town owns the frequency but may not have moved the licensing to the location at Townsend Road when the antenna was moved. At this time, the high ban radio has been disconnected from the antenna to prevent further interference with the emergency services. Selectmen requested that Mr. Greenwood become the communications coordinator to resolve this matter. He will update the Selectmen as needed.
 - Highway Roads and Highway Vehicles Committees – these committees will terminate by the end of March. Selectmen will request a final report and comments and suggestions from the committees.
 - Tires and plow edge- Former Road Agent Mark Brackett has not returned the 4 tires and plow edge that he had mounted on his truck. This matter will now be referred to Police Chief Hutchins.
2. Fire Chief David Baker met with the Board to discuss the vacancy in the EMD position. Jerry Bird had resigned due to his workload. Chief Baker suggests Richard Currier, resident on Merriam Hill Road. Selectmen recommended that the Chief bring Mr. Currier to the April 12th meeting. Chief informed the Board that three of the Fire Department vehicles have passed inspection. Selectmen recommended developing permits for installing wood stoves, gas furnaces, tanks, etc. Fire Chief would do inspections and the Board would set fees similar to oil burner permit fees. No final decision was made on this matter.
3. Commissioner Charles Moser brought information from the NRPC concerning the Commission's recent meeting. The Commissioners had met to discuss the Transportation ten Year Plan Budget Project. Mr. Moser had a question as to why

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the Town of Mason had not submitted any projects. He stated that several surrounding towns had submitted various projects for paving, etc. that would be funded by this project. After more discussion, it was decided to encourage the Road Agent to meet with Kerrie Diers, Director of NRPC for more information on this project for future road repair funding. RA Greenwood will be attending the Hazard Mitigation Training Program at NRPC on April 7th and could take that opportunity to also meet with Ms. Diers.

Selectmen reviewed the following:

1. MS-5 was reviewed and signed.
2. Police Officer Steven Duval made a verbal request for 2 changes to the Personnel Policy. He requested a change in the "Workplace Violence" section page 31 to delete "The Town of Mason therefore prohibits employees from bringing weapons on our premises, including our parking lots." Per RSA 159:26 Firearms and Ammunition; Authority of the State, Section II "all municipal ordinances and regulations not authorized under paragraph I shall be null and void." Attorney Paul Sanderson from the LGC also confirmed that the sentence in the Town's Personnel Policy would be unenforceable. The statement will be removed. The second change requested was, per NHRS law that "requires participating employers to allow their retiring employees to continue health insurance at retirement". This statement will be added to the Policy.
3. Two "Time off Requests" from RA Greenwood for vacation on May 8-14 and July 18-25. Selectmen approved these requests.
4. Building Permit # 11-02, Piernas, lot E-35-1, sauna and insulation
5. From D.E.S. – Complete Forestry Notification for timbering on lot L-21. Albright Children's Trust, owner.
6. Police logs
7. Confirmation for 2009 and 2010 tax appeal settlements for lot G-70-4.
8. From Tax Collector – copy of notice to property owners currently in bankruptcy. Collector requested advice on whether the form should be incorporated in tax lien notices or sent as separate enclosure with the tax lien. The Selectmen do not agree with incorporating the notice with the tax lien and advise the Collector to follow the RSAs on this matter.
9. From State Division of Fire Safety: Informational Bulletin on Residential Generator Safety.
10. From LGC-PLIT: information on PLIT rate change for FY2012 – Property \$0.64 per \$1,000.
11. Audit papers reviewed
12. 2011 TAN – paperwork for Bond Counsel will be signed next week.
13. Other correspondence

Chairman Guiry discussed Conservation Commission and requests for re-appointment of members. Currently the Commission has 9 members and according to RSA 36-A, there may be at least 3 but not more than 7 members. Con Com Chairman Bob Larochelle will be asked to select no more than 7 members for the Commission.

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Another issue discussed was the requests for reimbursements for ConCom members Bob Larochelle for printing and Barbara Devore for postage. Selectmen are concerned that these requests were for the pamphlets that the Con Com sent out before Town Meeting to dispute warrant article 14 that would reduce the income the CC receives from the current use penalty tax. Chairman Bob Larochelle will be contacted on this matter before any reimbursements are made.

Selectmen had received a phone message concerning a possible complaint about a police matter. The woman requested email addresses to make her complaint. As of this date, no written complaint has been received.

Meeting adjourned at 10:12 PM.

*Barbara L. Milkanis
Admin. Assistant*