



Selectmen Staff Meeting
10/22/2019
Approved Minutes

Present: Selectmen Louise Lavoie, Pete McGinnity; Kathy Wile, Jacob Olson, Dave Morrison, Fred Greenwood.

Called to Order: The meeting was called to order at 5:33 PM by Chair Louise Lavoie.

New Business:

Building Inspector Jacob Olson had a question about requirements for issuing a building permit for a new structure on a commercial property. Selectmen agreed he could approve the permit without a new site plan or variance.

Road Agent Dave Morrison was next at 5:38 PM, budget actuals were reviewed. Dave said he anticipates taking another \$4000 from the calcium chloride line for one more load, but the rest (\$3500) would be surplus. The line for plow edges should have about \$1500 surplus, as will hired equipment, patch and hired sweeper lines. Paved roads restoration line is closed out, no more to be done there. These extra savings will be earmarked to cover the extra expense of the Russell Rd engineering study. Dave was asked to check in with Right Angle Engineering and get an update, as well as remind Erin that the invoice should be submitted in early Dec so funds can be encumbered if not completed by then.

Clean Diesel grant possibility was discussed. This would be a 25% rebated amount for the purchase of a replacement diesel vehicle. Last time Mason applied, we were told that larger communities have priority, due to the more miles/exhaust produced and the impact on more people than in smaller communities. Discussed and agreed that it was not a good use of time to apply at this time.

Next conversation was about vehicles, starting with replacing truck 076. Dave had written up specs he would want a replacement to have. Pete prefers to go through a dealer rather than auction, as it allows for trade in and some measure of warranty. Pete was assigned to follow up with Dave, and see what they can find with the money available.

Final vehicle topic was regarding work needing to be done on the loader.

Road signs was the next topic. Dave had received a request from a resident on Walker Brook Rd to post speed limit signs of "children playing" signs. Charlie added that any traffic control signs need to be discussed at a public hearing. Selectmen agreed to hold off and see if they or the PD received complaints from residents in the area.

Dave said they should add some reflective chevron signs at Fireman's Bend on Brookline Rd, as that curve is not well marked. Cautionary signage does not require a hearing, approval given.

Dave asked about replacing the propane tank at the HD building with a larger one as the space being heated is now larger. He was advised to get a price on the lease of a larger tank from the propane company, as opposed to buying a tank.

Dave said he had received an unsolicited application from a resident for part time work. He was asked how he would justify adding a position, and reminded that it would need to be posted as an open position if it is created. Further conversation about part time vs full time employees and benefits.

FD Chief Fred Greenwood joined the meeting at 6:35 PM. Louise recounted the meeting she and Fred had had with Tad Putney and Shawn Jackson in Brookline regarding the new ambulance contract. They reported there would be a 3.2% increase, due mostly to salary and medical insurance increases, as well as cost of paramedic training. Number of calls to Mason remains pretty consistent. Selectmen agreed to the changes, and contract will be held in BOS office pending receipt of Brookline BOS signing off.

Fred reported that the stipends would be paid out in December.

Hep B and Physicals are now required of new volunteers when they onboard.

Asked about the overage on the EMS supplies line – Fred said it was the 3 new defibrillators, cost has been covered by savings on other lines. Current units will be given to HD and PD.

Fred would like to use some equipment money for thermal imaging cameras; he should have enough to get 2.

Regarding new truck from the federal government – he needs to send a letter officially requesting a vehicle (with equipment/engine specs), and declaring we are open to either option (own after 1 year free lease or perpetual free lease, return to them when done). He said Temple was about to get delivery of a vehicle from this program, he will follow up to see how the process has gone for them.

Bars are up on Depot Rd for rail trail, to protect equipment while the trail is being worked on. Fred suggested using reflective tape on the bars.

Regarding budget worksheet – Fred was proposing a part-time chief position, to be salaried, as the best model for replacing him as chief when he retires – how to budget that? No other towns seem to have the PT model, hard to find qualified people needing only PT work. Selectmen agreed that FT was the more likely option, and asked Fred to do the research on salaries, qualifications and job description.

Question about how the FD Admin Asst stipend can be paid out – selectmen thought monthly was fine.

Adjourned: There being no further business the staff meeting was adjourned at 7:05 PM.

Respectfully Submitted,

Kathy Wile
Administrative Assistant