



Office of Board of Selectmen
Town of Mason

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Selectmen Meeting 7/14/2020
Approved Minutes

Present: The meeting was "Live from the Town Hall", and location had been posted on the website as well as the Town Hall and Mann House bulletin boards. Charles Moser, Pete McGinnity, Louise Lavoie, selectmen; Kathy Wile, AA; Cathy Schwenk, Moderator, Deb Morrison, Town Clerk, Bob Bergeron Ass't Building Inspector and Jake Olson, Building Inspector were in attendance.

Called to Order: The meeting was called to order 7:30 PM by Chair Charlie Moser.

Approvals:

- Noted that the accounts payable and payroll manifests had been reviewed and signed prior to the meeting by the selectmen. Journal entries had also been reviewed and signed.
- Minutes of the June 23, 2020 meeting had been reviewed by all selectmen. Motion from Pete to accept the minutes as written, second from Louise. Three votes to approve minutes of 6/23/2020 as written.
- Minutes of the July 14, 2020 staff meeting with Police Chief Kevin Maxwell had also been reviewed by selectmen. Motion from Pete, second from Charlie, to approve as written. Three votes to approve the minutes of July 14, 2020 staff meeting as written.
- Appointment papers had been signed for a member to the Planning Board. John Suitor had met with the board, who had discussed responsibilities with him and agreed to his appointment.
- DRA had sent the request for PA-28, Property inventory requests. Selectmen agreed they would not be requesting those forms; signed form to be returned to DRA.
- DRA had also sent a PA-16, request for reimbursement (of taxes) for state forest properties within the town. Also signed, and to be returned to DRA.
- An intent to cut timber on the Fifield property had been reviewed and signed by selectmen.
- Request for a pole license from Eversource - some confusion as to location, not signed. Kathy to get clarification on location.

New Business:

- Assessor contracts was on the agenda - Todd Haywood had checked in to see if the town were interested in having him do the revaluation next year, as well as have him continue his regular contract. He had indicated cost for both would remain the same with an additional

COLA increase. Selectmen agreed to both, and asked that he submit the contracts for their approval.

- Building Inspector Jake Olson had a few questions for selectmen input on.
 - The first question concerned parcel A-22-1, which had pulled a building permit for a new house in 2017. Owner is now completing the house and has it on the market, and requesting a CO. Jake said there is no record of either a plumbing permit being pulled or any plumbing inspections being done, so cannot issue a CO. How can they move forward? BOS agreed that they need to get a master plumber pull a permit, and require a pressure test to be done successfully on the existing work to certify the job is done correctly. Jake will relay that message.
 - His second question was regarding a new building permit requested for lot H-39, specifically around the excavation requirements. Selectmen responded that the town excavation regulations had been updated in 2018 (which Jake said he had), and also that the permitting would go through Planning Board. Charlie will confirm the procedure with PB and get back to Jake.
 - Third question was regarding inground pools - do they require a permit? All agreed yes, it is a structure requiring inspections, as well as plumbing and electric permits.
 - Fourth question was regarding lot J-76-2. Jake reported he has been by several times, could not locate the owner but has spoken with employees driving large vehicles in and out of the property. There has been no progress toward building what the landowner's permit was pulled for (a residence). He will write a report to send to selectmen.
 - Final question was regarding fences - are they considered a structure and subject to setback rules from the ROW? New property owners are looking to locate a new fence roadside. Jake was advised to contact the Road Agent to establish where the right of way is for that section of the road.
- Moderator Cathy Schwenk was attending to discuss preliminary plans for both the upcoming elections on Sept 5 and November 8. Lack of guidance from the Secretary of State's office regarding election protocols, except to offer PPE to poll workers and voters for both elections. She had concerns about having enough counters and ballot clerks, as some people had expressed that they would not be interested in helping as usual. It was suggested that a posting be made via email and website asking for new volunteers, hopefully attracting both former and new people back to the active list of volunteers.

Various scenarios for setting up the Town Hall for the primary in September were discussed. It was decided that much depended on how our voting booths can be configured (to be asked of Wally Brown), as well as any additional mandated guidelines to come from the state. Town Clerk Deb Morrison shared concerns her deputy clerk had expressed, including ventilation in the building, working shifts rather than all together, and if it is possible to require masks be worn. Cathy agreed with selectmen to meet again at August 11 BOS meeting to make final plans for the primary. The Nov election is planned to be held at the school.

Possibility of hiring a professional cleaning service for after the election was discussed

briefly.

Charlie closed out the conversation with by stating that Catherine needs to find a deputy moderator to get through these elections.

- Quarry update from Louise who is on the working quarry sub-committee. Parking area has been closed off, after a bit of mis-communication. Some no parking signs and the parking area closed sign near the cul-de-sac have been removed, people are parking along the road as well as at the boulders closing off the parking area. More evidence of campfires as well as camping.

Louise cited the ordinance signed by BOS in 2004 allowing ticketing of cars parked on Scripp's Lane in an amount not to exceed \$1000. She said the committee agreed a tiered ticketing approach seemed reasonable, and ticketing will begin asap.

It was also agreed that more/better installed official signage was required, and discussed some language. Louise will get those ordered and installed through the Road Agent.

Louise expressed concern about the size of the new gates - her understanding was that they were to have been 15' openings, not 12'. Kathy to continue going through the minutes of conversations between CC and FD on the subject.

Selectmen agreed that a map of the rail trail, quarry rds and access points could help everyone be "on the same page" when discussing gates, culverts, access points, etc.

Old Business:

- Re-opening of Mann House discussion re-visited. Decision to maintain the status quo for now, keep the building closed except by appointment for essential business. As for public meetings, committees/boards can have the option of a virtual or live at Town Hall meeting, and committee chairs could get the town's zoom credentials to host their own meetings if they choose virtual meeting. Agreed that hearings would still be problematic and would need to be in person. Louise mentioned she is out of town for the next BOS meeting, but could do a zoom meeting. Selectmen agreed their next meeting would be held via zoom on July 28th, 2020.
- Fairpoint settlement was discussed. In light of information relayed by the assessor, the selectmen agreed to offer a settlement plane to Fairpoint to close that suit. Kathy will relay details to the assessor.

Informational Items/Communication:

- A thank you had been received from PLC for the help of the BOS in making the Nissitissett Headwaters Project come to completion.
- Notification of a class action lawsuit open to municipalities had been received - agreed it was not relevant to Mason.

Public Forum:

Non-Public:

Adjournment:.

There being no further business, Pete motioned to adjourn, second from Louise. Three votes to adjourn the meeting at 9:14 PM.

Next regular meeting will be Tuesday August 11, 2020 via Zoom.

Respectfully Submitted,
Kathy Wile
Administrative Assistant