



Office of Board of Selectmen Town of Mason

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Selectmen Meeting 9/10/2020
Approved Minutes

Present: By roll call, using the Zoom platform – Pete McGinnity, Charles Moser, Louise Lavoie – selectmen; Kathy Wile, AA; Brenda Wiley; and via audio only Kathy Chapman and Curt Spacht, and Bill Schongar. Joined by Mike Goen.

Called to Order: The meeting was called to order 7:30 PM by Chair Louise Lavoie. She began the meeting by reading the procedures for electronically held meetings pursuant to the Governor's executive order 2020-04. That document is attached to these minutes. The meeting had been posted on the town website, and on the bulletin boards at both the Mann House and Town Hall. She then proceeded to take attendance by roll call, reflected above.

Approvals:

- Noted that the accounts payable and payroll manifests had been reviewed and approved prior to the meeting by selectmen.
- Minutes of the August 25, 2020 meeting had been reviewed by all selectmen. Charlie motioned to approve the minutes as written, second from Pete. Roll call vote – Louise-aye, Charlie-aye, Pete-aye – approves the minutes of 8/25/2020 as written. Minutes of the August 25, 2020 staff meeting with Fire Chief Fred Greenwood, had also been reviewed. Pete motioned to approve the minutes as written, second from Charlie. Roll call vote – Pete-aye, Charlie-aye, Louise-aye – approves the minutes of the 8/25/2020 staff meeting as written. Minutes of the September 8, 2020 staff meeting with Police Chief Kevin Maxwell had also been reviewed. Motion from Charlie to approve the minutes of 9/8/2020 as written, second from Pete. Roll call vote – Charlie-aye, Pete-aye, Louise-aye – approves the minutes of the 9/8/2020 staff meeting as written.
- Todd Hayward had submitted proposed contracts for both next year's statistical update and for general assessing through 2023. These would be sent to DRA for their review and approval before the town formally approves/signs them. The contracts had been reviewed by selectmen, and Charlie made a motion to approve sending the contracts on to DRA for their approval. Second from Pete, with a roll call vote showing – Louise-aye, Charlie-aye, Pete-aye – approval to send to DRA for review.

New Business:

- The Town was notified by Health Trust that there will be an estimated \$9979.36 which will be returned to the town due to fewer claims being filed. Decision to be made is to get a check

in October, or take it as a “holiday” which Brenda explained would be for the final bill of the year. No option to carry it over to FY 2021. Auditors would prefer it get sent as a check, easier for them to track. Louise motioned to accept the refund as a refund check – second from Charlie. Roll call vote – Pete-aye, Charlie-aye, Louise-aye – approves accepting the check payment in October. Kathy will let HT know.

- Location and hours for the Nov 3 general election was discussed. The moderator and town clerk had both suggested the hours of 8:00 AM-7:00 PM, and to be held at the elementary school. Charlie mentioned the election committee will be meeting at the school with Kristen to discuss setup, access, and school regulations on masking. Charlie motioned to support the election being held at Mason Elementary School from 8:00 am-7:00 pm, second from Pete. Roll Call vote shows Pete-aye, Charlie-aye, Louise-aye – approval for election plan as discussed.
- Fire Chief Greenwood had shared an email from a resident which included photos of vehicles parked in front of gates to the rail trail, blocking access. As that could lead to a public safety issue, it was agreed to have the FD purchase more signs similar to the fire lane sign at the quarry parking area, and ask the HD to post them once they arrive. PD can then enforce the no parking as needed. Pete moved, second from Louise to post the signs on every gate with road access. Roll call vote – Louise -aye, Pete-aye, Charlie-aye – to support placing the signs.
- Compensation for help in preparing the GOFERR reimbursement request, a task outside of the contracted services with the bookkeeper was discussed. It was agreed to have her submit an invoice, and approval to pay the extra amount will be the approval of that manifest. This amount can then be submitted on the final submission to GOFERR for the month of September.
- Potential sharing of HD part time employees with the Buildings and Grounds department had been requested by the road agent in an email. Agreed to table discussion until the department staff meeting.

Old Business:

- Request for funding in the amount of \$85 for St Joseph Community Services/Meals on Wheels program to reflect services given to older adults in Mason. With a request for clarification if this funding is for FY 2020 or 2021, Charlie motioned, second from Pete to approve the funding to Meals on Wheels for the amount of \$85. Roll call vote approved this unanimously. Brenda said there is money in the public health line that could cover this.
- Broadband Committee was represented by Bill Schongar, who brought a question of how to best respond to service companies that had submitted proposals for serving Broadband to Mason. Agreed a nice letter was the best way to respond (ie, not email).
The cabinets proposed by Consolidated would be mounted on poles, and so within the ROW. The proposed locations on Townsend Rd and the Russell Rd/Wilton Rd intersection were reviewed for potential traffic issues and road work planned – no issues there, and residents most affected are supportive as well. Bill further reported that Consolidated and Eversource are coordinating on the pole replacement, moving wires issues in the north area of town.
- Request for funding by the MCVP Crisis & Prevention Center, in part to reimburse for services rendered to Mason resident(s). Charlie suggested the request be taken under advisement for 2021 Budget consideration.

- Town buildings re-opening was discussed. Agreed to continue to follow the same guidelines: keep open by appointment only, masks requested and offer the option of live or zoom meetings for committees.

This will continue to be re-evaluated at each meeting.

- MEC, represented by Kathy Chapman there for further discussion regarding posting power point presentations or videos within the MEC portion of the town website. Selectmen all agreed they had read through the proposal that had been emailed to them. Charlie weighed in first, saying he was very impressed with the proposal, and thought he wanted to suggest some minor modifications before approval. Louise agreed it was very close. Pete said he agreed it is 98% ready, and would allow MEC to go forward with posting before final approval to a policy. Both Charlie and Louise agreed the policy should be in place before moving forward. Kathy Chapman said that other links are on the website as well. Can they just post the energy systems videos and solar rebate information until the policy is approved – no from Charlie and Louise, yes from Pete.

Kathy asked how else they could get information out, as time for the rebate is closing soon. It was suggested they post the rebate information and the RSA governing the rebates, but hold off on other information.

After listening to the further conversation, Pete said he was in agreement that the policy should be put in place prior posting anything beyond neutral information. Louise closed the discussion.

- Road engineering update – Erin Darrow of Right Angle Engineering had emailed late Th afternoon and included a PDF of the plans for Russell Rd. She offered to meet with selectmen via zoom to discuss the plans and next steps. Suggested perhaps during the next HD staff meeting, so Dave could be involved. Louise will look through the email and see if it should be a separate meeting or not.
- Municipal lease for HD truck – information will all be collected and brought to 2021 budget conversations.

Informational Items/Communication:

- Health Trust sent it's notice of their virtual annual hearing for Sept 24th.
- NRPC sent a letter informing Mason that they are working with the town of Wilton for their Hazard Mitigation Plan Update, and invited Mason to follow or participate in the process. It was agreed to pass the information along to both the PB and the EMD.
- Town received an election ballot for the NH Association of Assessing Officials. Discussion led to agreement to take no action.
- Charlie shared that the proposed cost of the engineering review of the proposed road for the Kilcoyne subdivision has been accepted by the applicant, and hoping for it to be ready for the next PB meeting on Sept 30th. The discussion of a proposed name for the road will be had at that time as well, as that is a PB decision.

Public Forum: no comments from the public

Non-Public: Brenda will get back to BOS with how an employment policy has been interpreted in the past before meeting on it.

Adjournment:

There being no further business, Louise motioned to adjourn, second from Charlie. Roll call vote to adjourn – 3 ayes. Meeting adjourned at 9:00 PM, zoom meeting forum closed by Louise.

Next regular meeting will be Tuesday September 22, 2020 via the Zoom platform, at 7:30 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant