



## 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 Staff Meeting 10/20/2020  
Approved Minutes

**Present:** Selectmen Louise Lavoie, Charles Moser, Pete McGinnity; AA Kathy Wile; Chief Fred Greenwood, Assistant Chief Flip Phalon.

**Called to Order:** The meeting was called to order at 6:00 PM by Chair Louise Lavoie via the Zoom platform. The meeting had been duly posted, attendance was by roll call, and all votes will be by roll call as well.

### **Business:**

Louise said the agenda for the meeting was to continue discussing the succession plan for Flip to take over the Chief position by year's end, to begin with what Fred and Flip have developed and move into how/when to communicate and budget the changes. She had emailed links to a couple of articles regarding the combined paid/volunteer departments in other towns in NH.

Fred commented on the article regarding issues for New Castle – he said disenfranchisement of the volunteers is a real concern, but the same model has worked well for the Brookline Ambulance service. Good communication is key to addressing issues as they arise.

Concern is about the lack of coverage during the day times as well as replacing the chief. Fred and Flip propose hiring two positions – a full time FF/EMT, and a full time FF/Chief/EMT. Currently 50% of calls are for auto accidents, so having the 2 EMT qualified people available during the day would go a long way in helping with those calls. Discussion on if these would be in-station or on-call, amount of work to be done, legal and payroll issues for covering these positions when they are not on duty, etc. (Much of the legal/payroll issues are covered in the article from NHMA sent earlier). Asked if EMS Captain Jeff Partridge would want to be in on these conversations, Fred and Flip agreed quickly that Jeff would not want to attend. The FD admin assistant position will be kept in place at least for 2021, then re-evaluated.

How to start educating residents on defining the problem and proposed solutions. People now expect a different level of service than they did when the current system was established. How to pay for the upgrades? Charlie questioned if Town Meeting should be used as a forum to bring the idea to townspeople, and ask them to authorize a search committee. Further discussion led to agreement that a plan should be in place before then, included in the budget for 2021, and communicated to residents before then. It was also agreed that funding should be included in part

for the 2021 budget, then in full for 2022. It was agreed starting in small discussion groups would be a good start, working towards a larger public meeting would be a good plan. Posting on the website may be a good first step.

Going forward, Fred and Flip will generate job descriptions and minimum qualifications for each. Salary ranges will also be developed, and benefits defined. (Question if FF pay into NHRS – Kathy will follow up on that.) Organizational charts for other towns will be consulted, with numbers of paid v volunteer/on-call positions and number of residents. Idea was raised of working with the fire academy for lists of graduates as a good recruiting source.

Everyone was in agreement on the direction for work, and a follow-up meeting was scheduled for Monday Nov 9 at 6:30 PM.

**Adjournment:**

Louise motioned, second from Charlie to adjourn. Roll call vote showed all ayes to adjourn at 7:11 PM

Respectfully Submitted,  
Kathy Wile  
Administrative Assistant