



**Office of Board of Selectmen  
Town of Mason**

16 Darling Hill Road – Mann House  
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Selectmen Staff Meeting 12/15/2020  
Approved Minutes

**Present:** Selectmen Louise Lavoie, Charles Moser, Pete McGinnity; Wally Brown, Kathy Wile. All attending via the zoom platform, votes by roll call.

**Called to Order:** The meeting was called to order at 10:18 AM.

**Business:**

The following budget lines were addressed directly –

**4194- Government Buildings**

- 05 Repair/Maintenance supplies – keep at \$25,000
- 06 Town Building Supplies – keep at \$300
- 08 Electricity – keep at \$3000
- 09 Town Vehicle Maintenance and Gas – take off “and gas”, keep to \$1000
- 10 Records Preservation – keep at \$2000, 2021 is BOS records year
- 12 Vehicle Gas – keep at \$500, should be under

**4195- Cemeteries**

All numbers based on 2020 budget numbers, should still be good

**4520 – Parks and Recreation**

-03 Maintenance supplies – fertilizer, stone dust for field work, new roof on concession stand.  
Monies from donation of the softball club used to offset these expenses – can that be noted?

-05 Toilet Facilities – should funds received from Softball club be used for this? Have not received a bill for 2 years (confirm with Brenda)

**4521 - Town Common**

-04 Town Common Supplies – Wally wasn’t sure why it was so high – there was the cost of a tree being removed, but that doesn’t account for the complete overage. Brenda will be asked for accounting of invoices put against that account. Ally feels the intended amount of \$1140 is accurate – keep at that.

**4583 – Patriotic Purposes**

Keep funding the same

Discussion turned to projects for the schoolhouse. Wally has been working to get bids for the replacement windows at the school, which he estimates to be \$4000. Can that be encumbered from the general underage in the maintenance budget, or should it be added to 2021 supplies? Agreed if he can get a quote and agreement by year's end it can be encumbered – he believes he will have the information within a week. Next project for that building would be to make a floor – low material cost, more labor intensive.

Discussed and agreed that Town Hall maintenance projects to go through BOS, not the renovations committee. Some sill work and siding replacement needs to be done on the side where the door was, as well as on the back side in particular, but general maintenance needs to be ongoing.

Discussed hiring a replacement for the employee that moved away from town. Wally said he particularly needs help with mowing, perhaps advertising through the website and email lists as spring approaches would be helpful.

Wally reports that the new vehicle is working out well.

**Adjournment:**

Motion by Louise, second from Charlie to adjourn. Roll call - vote three ayes, meeting adjourned at 10:48 AM

Respectfully Submitted,  
Kathy Wile  
BOS Administrative Assistant