



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

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Selectmen Staff Meeting 12/22/2020
Approved Minutes

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

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:

On behalf of selectmen, Louise wanted to wish Fred a happy retirement. Fred said right now he is retiring from the fire department, but considering more.

Regarding the budget – Louise wanted to know that it will be proposed pretty much as submitted there will be an additional line item for the salary for Assistant Fire Chief, and retirement, healthcare, etc lines have been adjusted accordingly. As this is a recurring cost, it was not appropriate to add it as a warrant article.

Job descriptions was the next topic – Louise has been working with what Flip had sent her. He said he has found some complete descriptions for similar positions which he will forward her. She will put a first draft together and send it to him for consideration.

Flip said the transition seems to be going well, some personnel issues to work through but nothing related to the transition. Challenges of having multiple evening calls in a short time span with volunteers all having day jobs were discussed. Selectmen invited him to contact any of them if ever there were issues he wanted support on.

Budget hearing will be in January, date to be set, online and all department heads are encouraged to attend.

Adjournment:

Louise motioned, second from Charlie to adjourn. Roll call vote showed all ayes to adjourn at 6:22 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant