



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 Meeting 9/21/2020
Approved Minutes

Present: By roll call, using the Zoom platform – Charles Moser, Louise Lavoie, selectmen; Kathy Wile, AA; Brenda Wiley, bookkeeper.

Called to Order: The meeting was called to order 7:30 PM by Chair Louise Lavoie. Charlie motioned to waive the reading of the Right to Know checklist as there were no members of the public attending. Second from Louise, both voting to waive the reading of the checklist. 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 September 10, 2020 BOS meeting had been reviewed. Charlie motioned, second from Louise, to accept the minutes as written. Roll call vote showed 2 votes to accept the minutes of September 10, 2020 as written.

New Business:

- The office had received a letter from a resident contesting the size of their lot as recorded in the assessing system. Charlie had researched the deed of the resident as well as recorded surveys of abutter properties. He then used the GIS system, and came up with the same estimate of size as the resident. The tax map shows the same size as well, and the mapper re-checked and agreed that the size on the map is accurate. Charlie also spoke with the town's contracted assessor who said he can make the adjustment based on the information from Charlie and the mapper, and a vote to approve the adjustment. Charlie motioned, second from Louise, to approve the adjustment to reflect an accurate measurement of the property acreage. Roll call vote – Charlie-aye, Louise-aye to show approval. Kathy to draft a letter to the property owners and send to Charlie for review.
- Payroll Tax Deferral Executive Order was discussed. Brenda explained it is a voluntary program, and any business participating would have to defer the SS tax of all employees, which will need to be repaid after Jan 1, 2021. After brief discussion, Charlie motioned to decline participation in the deferral program. Seconded by Louise, roll call vote showed Louise-aye, Charlie-aye declining participation.
- GOFERR funds for the school was the next topic. Schools are allowed to tap into any unused portions of their town allotment, and Kristen Kivela asked if the town had some they could use toward PPE and disposable cafeteria trays, which the state is mandating but not

supplying. They are looking for \$3-\$4000 in reimbursements. Selectmen agreed to add their invoices to the final October submission.

Old Business:

- Russell Road plan update had been covered during the staff meeting with the road agent earlier in the day. Brenda was asked about which line item in the HD budget Erin's recent invoice had been applied to. She asked if the funds had been encumbered, and if so that is where it should be applied. She will check her encumbrance file and be sure the invoice is correctly applied to either paved road restoration or the consultant line, and update selectmen.
- MEC web policy request is still an open question, and selectmen agreed the policy should be written for as a general policy and not specific to MEC. Charlie motioned, second from Louise to table meeting discussion until all selectmen had completely reviewed and suggestions for changes could be made by all selectmen. Roll call vote was Charlie-aye, Louise-aye to table the discussion.
- PD coverage of administrative tasks while Kevin is away was discussed. Selectmen will check in with Officer Hooper Friday morning at 9 via zoom.

Informational Items/Communication:

Public Forum: no public!

Non-Public:

Adjournment:

There being no further business, Charlie motioned to adjourn, second from Louise. Roll call vote to adjourn – 2 ayes. Meeting adjourned at 8:37 PM, zoom meeting forum closed by Louise.

Next regular meeting will be Tuesday October 13, 2020 via the Zoom platform, at 7:30 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant