



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

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Selectmen Budget Meetings 11/9/2021
Approved Minutes

Present: Selectmen Kate Batcheller, Charles Moser, Peter McGinnity; Jen Tenney – Admin Asst

Members of the Public: Brenda Wiley, Dane Rota

Called to Order: The meeting was called to order at 5:05 PM by Chair Pete McGinnity, attendance was taken by roll call as reflected above.

New Business:

- **Elections** – proposed 2022 budget was reviewed and accepted
- **Administration** – proposed 2022 budget was reviewed and accepted
- **Library** – proposed 2022 budget was reviewed. Pete will discuss with Library Trustees that we will be proposing a 5% cost of living increase for all employee salaries. All other line items were accepted
- **Town Clerk** – proposed 2022 budget was reviewed and accepted
- **Planning Board** – Digitizing Planning Board records was discussed with Planning Board Chairperson Dane Rota. One possibility would be to look into contracting someone to digitize and upload previous records. Selectmen agreed with Dane Rota that moving forward, all records should be digitized. Dane and Kate will work with Admin Asst Jen Tenney and Accountant Brenda to find a way to make this happen now while a final plan of action is worked on.

Budget:

- “Other” line item was added in for potential copier to digitize. This was ok’d to stay in, however, it is not yet determined what the final plan of action for digitizing Planning Board records will be
- 4191-05 Change “Assistance” to service
- 4191-11 Change line item to read “NRPC Reimbursements”

Adjournment: There being no further business, Pete motioned to adjourn, second from Charlie. Kate-aye, Charles-aye, Peter-aye. Meeting adjourned at 6:28pm.

Respectfully Submitted,

Jennifer Tenney

BOS Administrative Assistant