



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

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Selectmen/FD Staff 11/23/2021  
*Approved Minutes*

**Present:** Selectmen Charles Moser, Kate Batcheller, Pete McGinnity; Jen Tenney – admin asst; Fire Chief Flip Phalon, Assistant Fire Chief Tony Burns

**Called to Order:** The meeting was called to order 6:30 PM by Chair Pete McGinnity, attendance was taken by roll call as reflected above.

Appointment papers will be drawn for Assistant Fire Chief Tony Burns' transition to Fire Chief on January 1<sup>st</sup>, 2022.

The 2021 budget will be maxed out excluding Asst Chief's salary budget. Only ¼ of the salary will be used due to his start date.

All stipends are signed, updated I-9's are needed for several.

Jen to get credit card for Asst Chief.

2022 Proposed Budget Discussion:

<u>Line-Item</u>	<u>Discussion / Decision</u>
4220-40	Chief Phalon would like to increase to \$5k to be able to enter into a service contract for the radios and their repairs. Selectmen approved.
4220-41	Chief Phalon would like to increase to \$1600 to allow for all codebooks to be updated to current, digital copies that can be accessed by all departments. Selectmen approved.

The remaining 2022 will stay the same.

Chief Phalon would like the rug replaced this year and would like funds to come from Government Buildings budget. Selectmen approved.

Chief Phalon discussed purchasing a new computer for Asst Chief. He can find the same computer through a department store for less than what is quoted by our IT Company. We are contracted to use the IT Company as it includes software and protection. Chief will move forward with purchasing computer through IT Company, Selectmen approved. Jen will contact IT Company to make sure the Fire Department computers are being backed up to the server.

Brookline EMS – There have been two instances this year of limited driver abilities due to lack of volunteers. Mason volunteers will no longer be allowed to drive the emergency vehicles as they have not been properly trained on this equipment and this would be a liability. Chief suggests just monitoring this situation and see if the limited driver availability continues to be a problem before changing anything with the current arrangement. Chief will forward a current contract to Jen to be signed by the Selectmen.

Asst Chief asked for an update regarding the grant writer. Selectmen intend to move forward with this service, though this cannot be committed to until the Town Meeting held in March 2022 where voters are able to approve.

Chief Phalon will be turning over the Fire Department email account to Asst Chief.

**Adjournment:** There being no further business, Pete motioned to adjourn, second from Charlie. Kate-aye, Pete-aye, Charlie-aye. Meeting adjourned at 6:58 PM.

Respectfully Submitted,

*Jennifer Tenney*

BOS Administrative Assistant