

May 28, 2013
Staff Meeting/Approved Minutes

Present: Chairman R.P. McGinnity, C. Moser, B. O'Grady & A.A. Milkovits

Meeting opened at 6:30 PM.

Departments:

1. Building Inspection/Health: Building Inspector Kenneth Wilson:
 - Budget: Okay
 - Personnel: Okay – Deputy Eric Anderson will be taking over the position next week.
 - Equipment: Okay
 - Safety: Okay
 - Other: 7 building permits including permits for septic repair, electric hook-up, and 3 decks.
 - Inspection of bounds for subdivided lots of Alan & Marsha Foster were done by Deputy BI. Inspection of marking of bounds of areas that are not in current use on two recent current use applications (Maillet & LeClair) has not been done.
2. Police Department: Police Chief Barry Hutchins:
 - Budget: As previously stated by the Chief, the training budget has been fairly well spent for the part-time officer. Part-time Officer John Dube recently graduated with high standing from the Police Academy. He is presently out “on the road” for training.
 - Personnel: On June 17th Chief will be reporting to Texas for the following two months for the National Guard. The shifts are already in place at the PD to cover his absence.
 - Equipment: PD may be asking for a new cruiser for 2014. The 2009 Nissan is still holding up well but has been in service for the last four years, which is usually the time for cruiser replacement. The new handguns are on backorder. The new generator is up and running. The water filter system is cleaning the water well.
 - Safety: There was an active shooter course – all members of the PD were certified for the course. Next year there are plans for training scenarios with the schools.
 - Other: Re: RR Trestle at Jackson Road Project: Plans are to paint the trestle but since the road needs to be closed, there must be a Police detail hired for traffic control. Chief Hutchins has attempted to call the painter but has not received a return call. He will contact the Conservation Commission on this matter to schedule the detail work.
3. Library: Librarian Susanne Wolpert
 - Budget: Okay
 - Personnel: Okay
 - Equipment: The Library computer was repaired off-site. Trustees are looking into replacing the computers, possibly with laptops.
 - Safety: Okay

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- Other: Library will be sponsoring a rock program with Medlyn Monuments on June 7th at 2 pm. Summer reading program will be on Wednesdays in July. Librarian has been checking on summer reading lists from Milford Middle School to have books available for students.
 - Trustees and Library Aide are working on setting up a Face Book page for the Library. Mrs. Wolpert praised the webmaster for work done on website. Once information is sent, it is immediately uploaded to the website. Chairman McGinnity reminded all the departments present to send information to the webmaster and also send any links for uploading.
4. Fire Department: Fire Chief David Baker
- Budget: Okay
 - Personnel: Okay
 - Equipment: Okay
 - Safety: Okay
 - Other: Communications – Hollis Communications and Chief Baker have figured out the phone lines. It seems that the 3 departments have unlimited in-state calling services, so there will be no extra charge for the forwarding calls. The official start date is July 1st. The link repeater for the Police Department is on order. All is moving forward. Also discussed changes for E9-1-1: Primary Data Operations Liaison will be Chief David Baker, Secondary will be A.A. Milkovits. Forms for new house numbers will be given to A.A. Milkovits for entering into the database.
5. Town Clerk/Tax Collector: Deputy TC/TxC Suzanne Kelly
- Budget: Okay
 - Personnel: Okay – TC/TxC Morrison is in Russia and will be back next week.
 - Equipment: Problems with Microtime getting computers up to speed. A request has been made to only have the senior technicians work on the computers. Chairman McGinnity wants Steve Wolsky, owner to come to the next Selectmen’s meeting to give an update on the computer work.
 - Safety: Okay
 - Other: Tax bills are printed with a July 11th due date. Tax Collector has heard from people looking for information on property tax relief for seniors and expressing frustration with the high property taxes. Mason has the 9th highest tax rate in NH. Mrs. Kelly suggests looking for ways to raise revenue rather than cut taxes.
 - 369 dogs have been licensed, 83 dogs still unlicensed. Calls have been made to owners to remind them of June 1st forfeiture date (\$25 forfeiture fee per dog plus \$1 per month plus regular licensing fee.)
 - Re: Registering boats? Deputy wants to know if Selectmen have made a decision to allow the Town Clerk to offer boat registrations. Residents would like this service. The module from Avitar for boat registrations costs \$400 and would require a half day training for both Town Clerk and Deputy. At present there are 65 boats registered in Mason for a total of \$872 in extra revenue per year. Also out-of-town people could also register their boats in Mason for \$15 revenue per boat. Selectmen agree

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that this will be a good revenue source and service to the town. They will vote to approve allowing boat registrations at their regular meeting following the staff meeting.

6. Highway Department: Road Agent Fred Greenwood
 - Budget: Okay
 - Personnel: New summer help has been hired.
 - Equipment: Fuel tank rusted out in one of trucks – looking for used one.
 - Safety: New 4’x4’ roadwork signs, very bright for visibility to vehicles.
 - Other: Road prep on Wilton, Old County, Russell, Brookline Roads– ditching done – getting ready for paving. Possible issue with run-off from a driveway on Old County Road. The original driveway application called for a culvert to be installed which was not done and has caused problems ever since with ice buildup from the run-off. Mr. Greenwood will contact the new owners of the property on this issue. He is also checking on the spring under part of Brookline Road. He plans to drain and open up the area before the paving is done. Mr. Greenwood is recommending to Ron Roberts, owner of Parker’s Maple Barn, to have the “aprons” of the entrances to the restaurant paved when the pavers come to do that portion of Brookline Road.
 - Bus company sent a note to the Road Agent that the buses will be using Starch Mill Road, straight through. There should be no problems traveling on the road. There are concerns for the narrowness of the road near the property at 1322 Starch Mill Road. Research will be done to find out what width of the road is in front of that property.
 - Culvert on Abbott Hill Road on Andre Aho’s property at lot B-22: Highway Department checks on the culvert every other day, clearing mud from the area. The debris in the culvert has increased due to the beaver activity. Since the problem with the culvert has been identified and has the potential of flooding the road, a letter will be sent to the owner to request that he resolve this situation.
 - Mr. Greenwood will have a date from Brox for the paving work.
 - Re: Highway Building Committee: Members so far are Selectman O’Grady, Road Agent Greenwood, and Eric Anderson. Notices will be posted to solicit more members to the committee.
7. Selectmen’s Office: Admin. Assistant Barbara Milkovits
 - Other: Update on Microtime work: IT will be upgrading the second computer in the Selectmen’s office, off site.

Meeting adjourned at 7:22 PM.

Respectfully submitted,
Barbara L. Milkovits, Admin. Assistant