



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

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## Selectmen / HWY Meeting 9/12/2023

*Approved Minutes*

**Present:** Selectmen Kate Batcheller, Charlie Moser, John Suiter; Admin Asst Jen Tenney; Road Agent Dave Morrison; Accountant Brenda Wiley  
Resident: Gary Gregoire

**Called to Order:** The meeting was called to order at 6:36pm by Chair Kate Batcheller, attendance was taken by roll call as reflected above.

- Reviewed year to date budget:
  - Line item #4311-13 Aggregate – more will be ordered this year.
  - Line item #4311-15 Culverts – Dave to get current inventory and make a plan for replacement in 2024 to discuss at the next meeting. Will also need to decide if any “beaver deceivers” will be needed.
  - Kate motioned to apply remaining funds from line item #4311-08 (worker’s comp) to line item #4312-14 (vehicle fuel), second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-aye.
  - Kate motioned to apply remaining funds from line item #4311-09 (retirement) to line item #4312-14 (vehicle fuel), second from John. Roll call vote Kate-aye, Charlie-aye, John-aye.
  - Kate motioned to apply remaining funds from line item #4311-16 (dust control) to line item #4311-13 (road restoration), second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-aye.
  - Kate motioned to apply funds from the Highway Block Grant to the A1 Services invoice that was for getting the 2008 grader into service, second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-aye.

- 2023 Project Updates:
  - Firemen’s Bend – Close to completion; Dave to get the cost of a guardrail.
  - Mitchell Rd – Project completed.
  - Crack and chip sealing has been completed.
- Backhoe Update – Looking to purchase a used backhoe. John to work with A1 Services and Road Agent to begin listing process of old grader and current backhoe. Funds from these sales, remaining balance of the Highway Equipment Capital Reserve Fund and from Warrant Article 5 to be put towards the purchase.
- New Grader – Dave to take radio from the old grader for use in the new one.
- Brenda to work on creating a new time card for the Highway Department in order to more clearly reflect proper wage classification (holiday, overtime, on-call etc).
- Jen to contact NRPC for the cost of a Road Service Management System & Assessment in 2025.
- 2024 Projects – Dave to assess Briggs, Greenville and Reed Rd to determine priority and cost for projects. KV Partners working on the cost for Jeds Lane.
  - Reed Rd – Charlie asked if Dave thought Reed Rd should be changed to all be Class V versus keeping part of it a Class VI. Dave supports this change because of generalized use, cleaning and plowing, safety and emergency use. Dave was asked to look into the cost of updating the class VI portion passable.
  - Scripps Lane Drainage – Dave met with KV Partners to discuss installing pipes and pooling ponds for the drainage issues. Dave to do a site walk and plan proposal, keeping the right of way in mind, for 2024.
- Mowing – Scheduled for 1-2 weeks of mowing at the end of September. Jen to work with Dave to send out a mailing notice.
- 074 – Will not be able to be inspected after September 2024.
- Hired Plow Contract is signed.

**Adjournment:** There being no further business, Kate motioned to adjourn, second from Charlie. Roll call vote Kate-aye, Charlie-aye, John-aye. Meeting adjourned at 7:43pm.

Respectfully Submitted,  
*Jennifer Tenney*  
 BOS Administrative Assistant