



Select Board Office - Town of Mason

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Select Board Meeting 5/12/2026

Approved Minutes

Present: Select Board members Kate Batcheller, Rob Doyle, Antje Skorupan; Admin Asst Jen Tenney; Accountant Brenda Wiley; Forestry Committee member Matt LeClair

Called to Order: The meeting was called to order at 7:30pm by Select Board Chair Kate Batcheller, attendance was taken by roll call as reflected above.

Approvals:

- Noted that the accounts payable and payroll manifests were reviewed and approved prior to the meeting.
- Minutes of 4/28/2026 SB-PD meeting – Kate motioned to approve with changes, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-aye.
- Minutes of 4/14/2026 SB meeting – Kate motioned to approve with changes, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-aye.

New Business:

- YTD Budget reviewed:
 - Microtime has not scheduled the approved 2026 projects yet; Kate will reach out.
 - The Select Board would like all Microtime services moved to the same line item for the 2027 budget.
 - Line item #4150-18 (Software Maintenance/Updates) – higher than anticipated due to the cost of QuickBooks increasing.
 - Chief Fortin will be restructuring the Police Department budget for 2027.
 - Overall, the budget is tracking well. Heat and fuel will continue to be monitored closely.
- NRPC was contracted to review the Town's Zoning Regulations (Planning Ordinance) to identify any inconsistencies, redundancies, or conflicts between sections. Kate reviewed NRPC's recommendations with Rob and Antje. The Select Board's review of the recommendations will be shared with NRPC.
- The first 2026 Tax Warrant was reviewed and signed.

- Forestry Committee member Matt LeClair met to discuss:
 - The removal of eight potentially diseased red pines behind the Town Hall. Matt explained the removal of the trees should be considered, though it does not appear to be an immediate priority. The Select Board asked that the location and owner of the trees be confirmed and for an estimate for the cost of removing the trees. Matt will work on collecting this information.
 - Matt also gave a recommendation for a Forestry Committee member. The Select Board did not move forward with the recommendation at this time, but did advise Matt they would help the Forestry Committee reach out to residents for other considerations.

Old Business:

- Antje updated the Select Board regarding Planning Board MAS 01-2026. The site walk was done on May 2nd, 2026 and there is a Planning Board meeting scheduled for May 27th, 2026.
- Firehouse Subgrants Update - Rob gave the update two of the companies have acknowledged the request for proposals (RFP's).
- Jen discovered the project for establishing internet access at the tower site was not built into the 2027 budget. This project will be moved for consideration in 2027.

Informational:

- A newly issued building permit was reviewed.
- No new Zoning Board or Planning Board applications were received since the last Select Board meeting.
- Jen shared a letter received regarding the issuance of a Land Use Change Tax. Jen was asked to have Granite Hill Municipal Services respond to the letter.
- Jen shared a complaint received regarding potential unlawful burning and potential unauthorized occupancy. Jen was asked to inform the resident that the Police Chief and Fire Chief have been informed of the burning complaint and to instruct the resident to contact 911 at the time any burning that causes concern is happening. Jen will also ask the Building Inspector to investigate the concern for unlawful occupancy.

Public: N/A

Non-Public: N/A

Adjournment: There being no further business, Kate motioned to adjourn, second from Antje. Roll call vote Kate-aye, Rob-aye, Antje-aye. Meeting adjourned at 9:32pm.

Respectfully Submitted,

Jennifer Tenney

BOS Administrative Assistant