



Select Board Office - Town of Mason

16 Darling Hill Road – Mann House
Mason, New Hampshire 03048
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Select Board Meeting 5/26/2026

Approved Minutes

Present: Select Board members Kate Batcheller, Rob Doyle, Antje Skorupan; Admin Asst Jen Tenney;
Planning Board Chair Dane Rota

Absent: Accountant Brenda Wiley

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 5/12/2026 SB-HWY meeting – Kate motioned to approve with changes, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-aye.
- Minutes of 5/12/2026 SB meeting – Kate motioned to approve as written, second from Antje. Roll call vote Kate-aye, Rob-aye, Antje-aye.

New Business:

- Planning Board Chair, Dane Rota, met with the Select Board to discuss:
 - Preliminary new FEMA Flood Insurance Study (FIS) Reports and Flood Insurance Rate Maps (FIRMs) are available for public comment until June 10, 2026. After said date, the Select Board can choose to adopt the amended maps and update the Town of Mason's Planning Ordinance.
 - A conflict between the Town of Mason's Master Plan and Planning Ordinance was recently brought to the Planning Board's attention. Given the Select Board is in the process of having NRPCS audit the Planning Ordinance, the Planning Board intends to holdoff on addressing any Master Plan conflicts until the audit process is completed. The Master Plan project will likely resume in 2027.
 - The Planning Board is requesting the Select Board seek legal input regarding how to define what normal working hours are in a rural community.
 - The Planning Board intends to discuss having NRPC perform a road impact analysis on Brookline Rd.

- There has been some substantial progress made with the PB MAS #20-02 – Kilcoyne Subdivision project. The Road Agent and Fire Chief have been updated.
- There are currently two open vacancies for Town of Mason representation with the NRPC commission. There are no candidates from the Select Board at this time; Dane will discuss the open vacancies with the Planning Board.
- The Town of Mason’s Planning Ordinance audit report from NRPC was reviewed.
- Kate motioned to approve the 2026 Town of Mason Fund Balance Policy, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-aye.
- Kate motioned to approve the 2026 Town of Mason Investment Policy, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-aye.

Old Business:

- Firehouse Subgrants Update - Rob gave the update that one request for proposal was returned.
- Jen to get an update on the Mann House window repairs.
- Jen shared an updated regarding a pending welfare assistance application.

Informational:

- A newly issued building permit was reviewed.
- No new Zoning Board or Planning Board applications were received since the last Select Board meeting. The Notice of Decision for ZBA 26-01 was reviewed.
- Jen was asked to contact the Town Hall Renovation Committee Chair, Jim Dore, to see if he can attend an upcoming Select Board meeting to give an update on the Town Hall repairs.
- Jen was asked to contact Grounds Manager, Wally Brown, to get information and a schedule for who has permission to use the ballfield.
- Form PA-29, Form PA-9’s, and a request for appointment papers were reviewed and signed.
- Jen reports that Building Manager, Scott Hartley, did not find any sources of mold or water damage from the roof at the Highway Department. Scott also plans to hire a company to wash the carpets at the Mann House and the Police Department.

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 8:58pm.

Respectfully Submitted,

Jennifer Tenney

BOS Administrative Assistant