



Select Board Office - Town of Mason

16 Darling Hill Road – Mann House
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Select Board Meeting 6/9/2026

Approved Minutes

Present: Select Board members Kate Batcheller, Rob Doyle; Admin Asst Jen Tenney; Accountant Brenda Wiley; Planning Board member Chris Jones

Absent: Select Board member Antje Skorupan

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 5/26/2026 SB-PD meeting – Kate motioned to approve as written, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-absent.
- Minutes of 5/26/2026 SB-FD / EMS meeting – Kate motioned to approve with changes, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-absent.
- Minutes of 5/26/2026 SB meeting – Kate motioned to approve as written, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-absent.

New Business:

- Planning Board member, Chris Jones, met with the Select Board to discuss:
 - Use of resources offered to NH Municipal Association members.
 - The Planning Board's recommendation to have the Select Board appoint Chris Jones as NRPC Commissioner. Chris Jones accepts the position; Appointment papers were signed and Chris Jones was sworn in.
- YTD budget was reviewed:
 - The Planning Board will need to very closely monitor their budget.
- The facia boards on the front and rear of the police station need to be replaced due to dry rot, and rain gutters need to be installed to solve drainage issues. Building Manager Scott Hartley submitted an estimate totaling \$4300 from EcoPro Roofing for these projects. Kate motioned to move forward

with signing the estimate by EcoPro Roofing for trim board repair and gutter work at the police station in the amount of \$4300, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-absent.

- Building Manager Scott Hartley submitted a quote to replace the police station's AC system, it is no longer functioning and cannot be repaired. The replacement totaled \$9695.70, with an additional \$2190 quoted for a 10-yr warranty. The Select Board did not recommend moving forward with the repair at this time due to insufficient funds within the budget. The Select Board authorized Scott to use up to \$1000 for three ac window units and will re-consider the replacement quote in the fall.
- Kate motioned to accept \$2890 from Primex for Worker's Compensation return of surplus as unanticipated funds, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-absent.
- Kate motioned to accept \$47 from Primex for Unemployment Compensation return of surplus as unanticipated funds, second from Rob. Roll call vote Kate-aye, Rob-aye, Antje-absent.
- Jim Dore will be attending the next regularly scheduled Select Board meeting to discuss progress with the Town Hall repairs. Kate mentioned that she had a brief conversation with Librarian Judy Forty to see if the Library Trustees would consider funding any of the Town Hall repairs in order to expedite the opening and use of the Town Hall.

Old Business:

- Firehouse Subgrants Update - Rob gave the update that a second request for proposal was returned and a meeting is scheduled for this week to review the grant submission process.
- Jen shared the following updates:
 - There has been no inspection scheduled with the Building Inspector for the pending occupancy permit – Jen to send a second notice requesting this inspection be completed within 14 days.
 - Jen was unable to get further information regarding the ballfield use – Kate to follow up. Jen was asked create a permit for ballfield use by 7/1/26.
 - The tower generator install is scheduled for 6/12/26.
 - The Reed Rd petition needs additional registered voter signatures. The resident that submitted the petition has been informed; Jen is awaiting a response.
 - The Mann House windows installation is scheduled for 6/27/26.
 - The items for the Microtime projects are on order, date for install to be determined.
 - The bond for the pending Form PA-7 has been received.

Informational:

- No new building permits to review.
- No new Zoning Board or Planning Board applications to review.

- Form PA-29 and a request for appointment papers were reviewed and signed.
- Kate signed a letter requesting Primex furnish information for our auditors, Plodzick & Sanderson PA.
- The 2026-2031 Domestic Septage Agreement with the Town of Merrimack was reviewed and signed.
- The Corrective Warranty Deeds for parcels L-53, L-54, L-57 and K-18 between Piscataquog Land Conservancy and Town of Mason were reviewed and signed.

Public: N/A

Non-Public:

- Motion to enter Non-public session made by Kate, seconded by Rob by reason of:
RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

Roll call vote to enter non-public session Kate-aye, Rob-aye, Antje-absent. Entered non-public session at 9:10pm.

Motion to return to public session made by Kate, second from Rob; returned at 9:26pm. Motion from Kate, seconded by Rob, to seal the minutes because it is determined that divulgence of this information likely would

- *affect adversely the reputation of any person other than a member of this board.*

Roll call vote to seal the minutes Kate-aye, Rob-aye, Antje-absent.

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

Respectfully Submitted,

Jennifer Tenney

BOS Administrative Assistant