



BARRINGTON, NH SELECT BOARD MINUTES

Monday, December 11, 2023

The Select Board meeting for Monday, December 11, 2023 began at 6:30pm. The meeting was held at Barrington Town Hall, 4 Signature Drive, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chair Cappiello, Vice-Chair Saccoccia, Selectperson Mannschreck, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle.

CALL TO ORDER, ROLL CALL ATTENDANCE

6:30pm. Chair Cappiello called the meeting to order and requested Roll Call attendance.

Hardekopf – Present, Gibson – Present, Mannschreck – Not Present, Saccoccia – Present, Cappiello – Present.

PLEDGE OF ALLEGIANCE

6:30pm. Chair Cappiello led the Pledge of Allegiance.

AGENDA REVIEW AND APPROVAL

6:30pm. TA MacIver requested the addition of the purchase of mobile & portable radios for the Fire Department to be purchased on State bid to Consent Agenda, and Selectperson Hardekopf requested the item regarding the Highway and Transfer Station Collective Bargaining Agreement be discussed in nonpublic session.

6:31pm. *Selectperson Mannschreck joined the meeting.*

*Motion to approve the Select Board agenda for December 11, 2023 as amended by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

PUBLIC COMMENT

6:32pm. *Public comment opened.*

6:33pm. *There were no public comments. Public comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison

6:33pm. No members of the School Board were present.

December 11, 2023

CONSENT AGENDA

6:33pm. *Motion to approve the Monday, December 11, 2023 Consent Agenda as amended by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

A. Previously Signed/Submitted Requests for Signature

- i. 2023 Municipal Assessment Data Certificate

*Motion to authorize and sign the above-referenced documents (i). - **Passed on the Consent Agenda.***

B. New Requests for Signature

- i. Accounts Payable Manifest 2023-250
- ii. Payroll Manifest 2023-149
- iii. Oath of Office for Library Trustee – Melanie Haley
- iv. Assessing Contract Update – Corcoran Consulting

*Motion to authorize and sign the above-referenced documents (i-iv). - **Passed on the Consent Agenda.***

C. The Homestead Update and Clarification of Deed Restriction

The Homestead, consisting of 23 lots and 50 acres, was sold at auction by the Town to JE Development, LLC on November 5, 2022. The purchaser has requested clarification if his plan to develop the property meets the requirements in the deed that “the purchaser applies to the Town to develop the parcels to the standards set by the Planning Board and other applicable Town authorities.”

*Motion to acknowledge that The Homestead may be developed using the standards of the Class VI and Private Road Policy and/or the subdivision regulations pursuant to the deed restriction placed on the lots at the November 5, 2022 auction. - **Passed on the Consent Agenda.***

D. Fire Department Radio Project - \$41,500

This item was added to the Consent Agenda during agenda approval. This is the second phase of the Public Safety Radio Improvement Project, which focuses on creating lasting improvements to the Town’s communications infrastructure. \$11,916.08 will be for two mobile radios & related equipment, and \$29,537.80 towards eight portable radios with twelve vehicle chargers and related equipment. The total request is for up to \$41,500 from the Emergency Communications Capital Reserve.

*Motion to authorize up to \$41,500 from the Emergency Communications Capital Reserve to fund the purchase of radio and equipment for the Fire Department from the State bid price list. - **Passed on the Consent Agenda.***

APPOINTMENTS

6:34pm. There were no appointments.

STAFF REPORTS**December Work Anniversaries**

6:34pm. Work Anniversaries for December were presented at the December 4, 2023 Select Board Meeting. Thank you for your service to the Town of Barrington!

2024 Warrant Strategic Planning Session – December 12, 2023

6:34pm. The 2024 Warrant Strategic Planning session will be held tomorrow, December 12, 2023, 4:30pm-6:30pm at the Town Hall. The [Agenda](#) is available online and has been posted. TA MacIver shared items that may be discussed tomorrow at the meeting.

December 11, 2023

Richardson Pond Dam Update

6:37pm. In May of 2016, the Town received a [Letter of Deficiency from NHDES](#) regarding the Richardson Pond Dam in the Goodwill Conservation Area stating the Town must engage the services of a qualified engineer to complete a detailed inspection and reconstruction design. TA MacIver provided the Board with an order of events in the TA Report for this meeting, and explained the Dam Bureau has recognized the Town's efforts to move forward with remediating the dam. As questions remain unanswered that are necessary to move forward, he recommended the Town hold off on funding work on Richardson Pond Dam until at least 2025.

Municipal Office Administrator Caudle

6:39pm. MOA Caudle explained the DocuSign requests for signature will be sent out uncharacteristically early due to the holidays and asked that the Select Board sign as soon as possible.

OLD BUSINESS**Barrington Commons Town Center Tax Increment Financing District Development Program and Financing Plan**

6:40pm. The Select Board voted at the November 27, 2023 meeting to move forward with a purchase and sale agreement on Map 239, Lot 7 to be funded through a proposed tax increment financing (TIF) district. TA MacIver shared the differences between the TIF district that was proposed in 2023 vs the district proposed in 2024, including the size, length of term, and purpose.

*Motion to approve the Barrington Commons and Town Center Tax Incremental Financing District Development Program and Financing Plan as presented and include the establishment of the Barrington Commons and Town Center Tax Incremental Financing District on the 2024 Town Meeting warrant by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

TA MacIver shared the details of the proposed purchase and sale agreement with the Board. The proposed purchase price is \$935,000, with \$150,000 minimum annual payments, and the first four years with a 4.95% interest rate, Part of the requirement would be a \$25,000 non-refundable deposit due December 30, 2023, and \$35,000 due after voters approve the Town Warrant Article, no later than March 31, 2024. The Board and TA discussed how the \$60,000 would be funded.

*Motion to authorize entering a purchase and sale to acquire Map 239, Lot 7 through a tax increment financing district and to authorize the Town Administrator to sign all accompanying documents by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

*Motion to utilize balance in 2023 incident fund up to \$25,000 for initial deposit, with any additional funds coming from ARPA funds by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

TA MacIver provided a brief update on the proposed Library purchase on 125; inspections have been moving forward and all seems to be positively progressing. The lead-lined room is still under discussion, a purchase and sale has not been signed yet. Costs for the buildout and funding sources are still pending.

December 11, 2023

Finalize 2024 Operating Budget and Proposed Warrant for January 8, 2024 Public Hearing**7:04pm.** TA MacIver provided the Board with updated Cost-of-Living-Adjustment numbers.*Motion to finalize the 2024 operating budget and warrant as proposed and recommended by the Advisory Budget Committee by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf.*

Selectperson Mannschreck requested clarification and TA MacIver confirmed that this would include the 3% Cost-of-Living-Adjustment.

*Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

NEW BUSINESS**Barrington Highway and Transfer Collective Bargaining Agreement**

7:06pm. In August 2023, the Public Employee Labor Relations Board (PELRB) conducted an election petitioned by AFSCME Council 93, which formed a collective bargaining unit comprised of the full-time Highway Department employees as well as the part-time Transfer Station employees. The Town and AFSCME Council 93 have met to discuss a [tentatively proposed contract](#); the Select Board was asked to consider approving the Tentative Agreement for inclusion in the 2024 Warrant.

*Motion to enter nonpublic session for reasons of personnel by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

7:08pm. The Select Board exited the main room and reconvened in nonpublic session. Present in nonpublic session were Chair Cappiello, Vice-Chair Saccoccia, Selectperson Mannschreck, Selectperson Gibson, Selectperson Hardekopf, TA MacIver, and MOA Caudle.

The Select Board and TA MacIver discussed concerns regarding compensation in the proposed Highway Collective Bargaining Agreement, as well as specific changes that will impact current practice.

7:19pm. *Motion to exit nonpublic session and return to public session by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

7:20pm. [The Select Board returned to the main meeting room and reconvened in public session.](#)

*Motion to approve the Tentative Agreement as presented and include the cost items in the 2024 Town Meeting Warrant by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. Roll call vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

TA MacIver provided a brief overview of the process to negotiate this agreement as well as details of the agreement. He further explained that while the Select Board just ratified the tentative agreement, the union must vote to do so next, and the final approval comes from the voters.

December 11, 2023

SELECT BOARD REPORTS AND CONCERNS**7:24pm.**

Selectperson Hardekopf – There is a Zoning Board of Adjustment meeting scheduled for December 20, 2023. There will be a review of scenarios this week at the Land Use Master Housing Committee.

Selectperson Gibson – The Energy Committee met last Thursday, details will be discussed tomorrow evening. Community Power and the Town Hall solar array were discussed, as well as creating an RFP. There will be a Conservation Commission meeting on Thursday, and on Friday a Library Building Committee meeting.

Selectperson Mannschreck – The budget was reduced at the school board meeting on December 5th, to be presented to their Advisory Budget Committee tomorrow. They voted not to close the school on January 23rd. The Transfer Station and Recycling Center Committee was held today, there was a discussion on increasing Transfer Station fees. The updated personnel policy should be available soon.

Vice-Chair Saccoccia – The Class VI/Private Road update is still pending, Technology Committee has several projects in motion. The Recreation Department did a wonderful job at the soiree and winter sports have begun.

Chair Cappiello – Was unable to attend the previous Planning Board meeting and has nothing to report.

PUBLIC COMMENT**7:58pm.** *Public Comment opened.*

Rick Walker – 23 Greenhill Road – Expressed his disappointment in putting \$25,000 non-refundable deposit on a piece of land. Taxpayers will lose that money if the TIF district is not supported by voters.

Paul Thibodeau – Did not understand the Purchase & Sale agreement; he asked if it was available for public review? TA MacIver explained the terms were discussed and available at various meetings, but the summary that was shown today was a letter of intent that would become a purchase & sale agreement. Mr. Thibodeau agreed with Chief Walker that the \$25,000 was not a good idea, and would have suggested an additional \$25,000 above asking price. He asked if the seller is financing, why is the Town not getting the deed until payments are completed? TA explained if it is an installment agreement, the Town makes payments. He further explained the options for funding this property the Select Board reviewed, and that the Town and current owner retain some rights until payments are complete. Mr. Thibodeau asked about a potential default; TA MacIver explained the proposed language would include provisions to protect the Town's rights in a default. Mr. Thibodeau asked if the Town were to default on those provisions, the Town would lose any money paid and the owner would retain full rights to the property. TA MacIver confirmed that is correct.

7:38pm. There were no additional public comments. *Public Comment closed.*

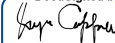
Selectperson Hardekopf asked if wording could be clarified on the website regarding absentee ballot requests. TA MacIver explained the ballot itself can't be changed, but wording could be added to clarify the use of the request form.

December 11, 2023


ADJOURNMENT**7:40pm.** Chair Cappiello reviewed upcoming meetings and events.

*Motion to adjourn the December 11, 2023 Select Board Meeting by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

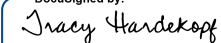
Additional information and links to all reviewed documents can be found in the [December 11, 2023 Town Administrator's Report](#). The next meeting will be held on December 12, 2023.

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Chairperson Joyce Cappiello

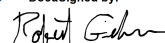
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Selectperson D. Mannschreck

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Selectperson T. Hardekopf

Vice-Chair J. Saccoccia

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Selectperson R. Gibson

January 8, 2024

Date Minutes Were Approved