



## **BARRINGTON, NH SELECT BOARD MINUTES**

Monday, December 5, 2022

The Select Board meeting for Monday, December 5, 2022 began at 6:30pm. The meeting was held at the Barrington Town Hall, 4 Signature Drive, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chairperson Mannschreck, Vice-Chair Bailey, Selectperson Gibson, Selectperson Cappiello, and Town Administrator (TA) MacIver. Selectperson Saccoccia was in attendance remotely, as was Municipal Office Administrator (MOA) Caudle.

### **CALL TO ORDER AND ROLL CALL ATTENDANCE**

**6:30pm.** Chairperson Mannschreck called the meeting to order and requested attendance. Cappiello – Present, Gibson – Present, Saccoccia –Present (remotely), Bailey –Present, Mannschreck – Present.

### **PLEDGE OF ALLEGIANCE**

**6:30pm.** Chairperson Mannschreck led the Pledge of Allegiance.

### **AGENDA REVIEW AND APPROVAL**

**6:30pm.** Motion to accept the December 5, 2022 agenda as presented by Selectperson Cappiello, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Cappiello – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

### **PUBLIC COMMENT**

*Public Comment is limited to three minutes per person, and 15 minutes total. Public Comment is not a discussion and commenters should not expect a response or two-way dialogue as the Select Board may not have discussed or taken a position on a matter. Chairperson Mannschreck read the rules of Public Comment.*

**6:31pm.** *Public Comment opened.*

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

## **PUBLIC HEARINGS AND INVITED GUESTS**

### **School Board Liaison Report**

**6:33pm.** School Board members were unavailable for comment this evening.

### **2023 Budget Presentation – Advisory Budget Committee Final Report**

**6:33pm.** Town Treasurer Peter Royce presented the Advisory Budget Committee (ABC) Final Report, including clarification on the [Warrant Article Recommendations](#), and explained the ranking/scoring system. TA MacIver explained all warrant articles were encouraged to be added to the Tax Rate as a response to voters sharing they'd like to know the true cost of each article. Additionally, the Articles will be presented to voters in order of priority.

<b>Advisory Budget Committee Recommendations</b>		
<b>Warrant Article</b>	<b>Amount (\$)</b>	<b>Tax Impact (\$)</b>
Bridge and Culvert Capital Reserve	300,000	0.21
Highway Equipment Capital Reserve	200,000	0.14
Fire Truck Capital Reserve	100,000	0.07
Fire Rescue Equipment Capital Reserve	10,000	0.01
Dam Repair Engineering/Replacement Capital Reserve	150,000	0.10
Police Equipment Capital Reserve	11,000	0.01
Paving Non-Lapsing	100,000	0.07
Emergency Communication Capital Reserve	50,000	0.03
Transfer Station Capital Reserve	25,000	0.02
Library Capital Reserve	25,000	0.02
Richardson Pond Dam Reconstruction	0	0
Public Safety Building Design Impact Fee	0	0
Energy Capital Reserve	0	0
Library Technology Capital Reserve	0	0

The Board, along with information from Library Chair Gaudiello, TA MacIver, Treasurer Peter Royce, and Fire Chief Walker, further discussed options for warrant articles and amounts and reasons for changes, concerns. The Public Safety building, Library and a potential warrant article for new buildings were explored further, as well as the role of capital reserve accounts to prepare for future needs.

Chair Gaudiello expanded on the need to replace outdated technology, increase accessibility in a library, programming, sharing of materials, and the role of a library in a community as its “living room”. Chair Gaudiello encouraged Selectperson Saccoccia to meet and further discuss the library.

Conservation Commission Chair Ken Grossman spoke to the Commission’s mission, and how if the Conservation Fund is depleted, they will be unable to preserve properties. As such, the Commission is unwilling to fully fund the replacement/repair of the Richardson Pond Dam. Income from the Land Use Change Tax will decrease as fewer properties are removed from Current Use status. Vice-Chair Bailey shared he does not support additional taxpayer burden to repair the dam. Chair Grossman expressed his belief the taxpayers in Barrington heavily support the Conservation Commission based on previous history, and TA MacIver explained the \$50,000 contribution from the Conservation Commission is intended to be used for the design/engineering of the repair.

Concerns regarding an Energy Audit were discussed, including the pros and cons of conducting an audit.

ABC Member Michael Houst shared while some amounts were small, the items removed from the Warrant Article prioritization were, together, significant.

Motion to reduce the Library Capital Reserve to \$0 and increase the Public Safety Design/Impact Fee from \$0 to \$25,000 by Selectperson Saccoccia. The initial proposal for the Public Safety Design/Impact Fee was \$150,000; the Select Board discussed using ARPA funds for this project. Approximately \$600,000 remain in ARPA funds; however, they are currently encumbered. TA MacIver explained proper use of revenue sources. ***Selectperson Saccoccia retracted his request.***

Fire Chief Walker shared with TA MacIver he would support a reduction of the Fire Truck Capital Reserve by \$10,000 to fund the Energy Capital Reserve.

Motion to reduce the Library Capital Reserve to \$0 by Selectperson Saccoccia, seconded by Chairperson Mannschreck. Gibson – No, Cappiello – No, Saccoccia – Aye, Bailey – No, Mannschreck – No. ***The motion did not pass.***

Motion to increase the Energy Capital Reserve to \$10,000 by Selectperson Saccoccia, seconded by Vice-Chair Bailey. Gibson – Aye, Cappiello – Aye, Saccoccia – No, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

Motion to increase the Library Technology Capital Reserve to \$3,000 by Selectperson Cappiello, seconded by Selectperson Gibson. Gibson – Aye, Cappiello – Aye, Saccoccia – No, Bailey – No, Mannschreck – Aye. ***The motion passed.***

Motion to increase the Public Safety Design Impact Fee to \$150,000. The board discussed possibly using ARPA funds in 2023. There was no second. ***Vice-Chair Bailey withdrew his motion.***

A public hearing for these warrant articles will be held January 10, 2023, when the Select Board will vote on warrants to put before voters. At the public hearing voters are invited to discuss the warrant articles prior to deliberative session. The Select Board may make changes, but a second meeting is required if changes are made.

Motion to place the warrant article dollar amounts as proposed and amended on the 2023 warrant for a total amount of \$984,000 by Vice-Chair Bailey, seconded by Selectperson Gibson. Roll Call Vote: Gibson – Aye, Cappiello – Aye, Saccoccia – No, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

Select Board Warrant Articles Approved and Amounts		
Warrant Article	Amount (\$)	Tax Impact (\$)
Bridge and Culvert Capital Reserve	300,000	0.21
Highway Equipment Capital Reserve	200,000	0.14
Fire Truck Capital Reserve	100,000	0.07
Fire Rescue Equipment Capital Reserve	10,000	0.01
Dam Repair Engineering/Replacement Capital Reserve	150,000	0.10
Police Equipment Capital Reserve	11,000	0.01

Paving Non-Lapsing	100,000	0.07
Emergency Communication Capital Reserve	50,000	0.03
Transfer Station Capital Reserve	25,000	0.02
Library Capital Reserve	25,000	0.02
Richardson Pond Dam Reconstruction	0	0
Public Safety Building Design Impact Fee	0	0
Energy Capital Reserve	10,000	0.01
Library Technology Capital Reserve	3,000	0.002

**Operating Budget**

**8:03pm.** The ABC had no additional recommendations for changes to the proposed operating budget. TA MacIver presented the proposed 2023 Operating Budget which is an 8.6%, increase over the previous year. All available documents for the 2023 Budget are accessible on the Town's website: [www.barrington.nh.gov/2023budget](http://www.barrington.nh.gov/2023budget).

2023 is the first year more than half of revenue came from sources other than property tax. The [2023 Operating Budget Tax Rate Impact](#) shows the projected tax rate impact of the 2023 proposed budget is \$0.24.

TA MacIver explained that the Noise Ordinance warrant article is in response to the Select Board having improperly amended the ordinance outside of a Town Meeting.

Motion to place the 2023 Budget as proposed on the 2023 Warrant by Selectperson Gibson, seconded by Selectperson Cappiello. Gibson – Aye, Cappiello – Aye, Saccoccia – No, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

**CONSENT AGENDA**

**8:16pm.** Motion to approve the Monday, November 28, 2022 Consent Agenda as presented by Vice-Chair Bailey, seconded by Selectperson Cappiello. Gibson – Aye, Cappiello – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

## A. Previously Submitted/Signed Requests for Signature

- i. Title Search Contract for Sanders Searches, LLC.

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

## B. New Requests for Signature

- i. Accounts Payable Manifest 2022-249
- ii. Payroll Manifest 2022-148
- iii. Payroll Manifest 2022-148B
- iv. Administrative Abatement for Map 265 Lot 7
- v. Administrative Abatement for Map 224 Lot 66

*Motion to authorize and sign the above-referenced documents (i-v).*

## C. Transfer Station Holiday Hours

- i. See attached, [BARRINGTON PSB- IP REMOTES QUOTE](#)

ii. See attached, [BARRINGTON EOC REMOTES&CTRL STATIONS QUOTE](#)

iii. These scopes are part of the ongoing radio system improvement project. These funds were properly budgeted in the Emergency Communications Upgrades Capital Reserve which has a current balance of \$293,842.75.

*Motion to authorize the Public Safety Building and Town Hall/Emergency Operations Center proposals from ALL-COMM as presented and to appropriate up to \$65,000 from the Emergency Communications Upgrades Capital Reserve. – Passed on the Consent Agenda.*

D. 2023 Financial Services Consultant Contract

*Motion to authorize and sign the 2023 Financial Services Consultant Contract as presented – Passed on the Consent Agenda.*

E. Assessing Services Contract

*Motion to authorize and sign the 2023 Assessing Services Contract as presented. – Passed on the Consent Agenda.*

F. HVAC Maintenance Contract 2023-2025

*Motion to authorize and sign the 2023-2025 HVAC Maintenance Contract as presented. – Passed on the Consent Agenda.*

G. Highway Equipment Bid Advertisement

*Motion to authorize the advertisement of bid packages for a one-ton and equipment to replace the 2012 one-ton. – Passed on the Consent Agenda.*

## APPOINTMENTS

### [Matt Mooers - Recreation Commission](#)

**8:16pm.** Mr. Mooers is interested in an [appointment to the Recreation Commission](#). His application has been reviewed by the Recreation Commission, who unanimously supported his appointment. Pursuant to the Select Board's Application Procedure, this application was presented for discussion at the November 28, 2022 meeting.

Motion to appoint Matt Mooers as an alternate member of the Recreation Commission with a term expiring in March of 2023 by Vice-Chair Bailey, seconded by Selectperson Cappiello. Gibson – Aye, Cappiello – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

## STAFF REPORTS

### [December Work Anniversaries](#)

**8:18pm.** TA MacIver presented the employees celebrating an anniversary in Barrington. Thank you for your dedication to the Town of Barrington!

Richard Walker, Jr.	Fire Chief	22 Years
Dana Martel	Custodian	10 Years
Brian Dodier	Highway Department	9 Years
Susan Milioto	Library Desk Clerk	5 Years
Christopher Wareing	Fire Department	4 Years
Jake Roger	Fire Department	4 Years
Kieron Taylor	Fire Department	3 Years
Lilah Cherim	Fire Department	3 Years
Rebecca Nelson	Deputy Town Clerk	3 Years

Malachi Fisher

Fire Department

2 Years

**MOA Caudle**

**8:19pm.** MOA Caudle requested the Select Board sign the Recreation Commission appointee's oath of office.

**OLD BUSINESS**

There was no New Business.

**NEW BUSINESS**

There was no Old Business.

**SELECT PERSON REPORTS AND CONCERNS**

**8:20pm.**

**Selectperson Gibson** – Recently attended the Energy Committee Meeting, where Matt Balch did a presentation about the Durham Energy Committee's experiences.

**Selectperson Cappiello** – There will be Zoning Amendment public hearings on January third, January 17th, and January 24<sup>th</sup> at 6pm, with snow days the following day for each hearing if necessary. The Planning Board expressed exploring if Mendum's pond was a potential for public use. **Per TA MacIver** – UNH owns a significant amount of the property at Mendum's pond in Barrington, could possibly negotiate a deal/discount. TA MacIver and the Recreation Department will reach out to UNH to discuss. The property is encumbered by donation. Master Plan survey meeting on December 10th will open at 8:30am, begin at 9am, residents are encouraged to attend.

**Saccoccia** – The Barrington Soiree and Polar Express were a success; the ski program has 70+ participants.

**Vice-Chair Bailey** – The ZBA held three public hearings, with two approved, the third was discontinued because it was unnecessary. An action item appealed a decision, and the ZBA opted not to hear the appeal.

**Chairperson Mannschreck** – The Transfer Station Committee has not met since the last meeting, the School Board and ABC will both meet tomorrow, December 6th.

**PUBLIC COMMENT**

*Chairperson Mannschreck reiterated the rules of Public Comment.*

**8:28pm.** *Public Comment opened.*

**Robert Russell** – 99 Tolend Road – Business has donated four patrol rifles to Barrington PD. Due to litigation did not continue his plan but intend to donate two per year so each officer could have a dedicated rifle. Would like to support Police Department and donate an additional two this year.

**8:31pm.** *There were no additional public comments. Public comment closed.*

**NONPUBLIC SESSION**

**8:31pm.** Motion to enter nonpublic session pursuant to RSA 91-A:3 for the purposes of personnel and legal by Vice-Chair Bailey, seconded by Selectperson Gibson. Gibson – Aye, Cappiello – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***


***Selectperson Saccoccia exited the meeting following nonpublic session.***


**RETURN TO PUBLIC SESSION AND ADJOURNMENT**

**8:50pm.** Motion to seal the nonpublic minutes for the December 5, 2022 Select Board Meeting for six (6) months by Vice-Chair Bailey, seconded by Selectperson Cappiello. Gibson – Aye, Cappiello – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***


Motion to adjourn the December 5, 2022 Select Board meeting by Vice-Chair Bailey, seconded by Selectperson Gibson. Gibson – Aye, Cappiello – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

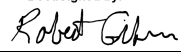
*Links to all reviewed documents can be found in the [December 5, 2022 Town Administrator's Report](#).*

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Chairperson D. Mannschreck

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Vice-Chair G. Bailey

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Selectperson J. Saccoccia

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Selectperson J. Cappiello

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Selectperson R. Gibson

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Date Minutes Were Approved