



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

Monday, June 13, 2022

The Select Board meeting for Monday, June 13, 2022 began at 6:30pm. The meeting was held at the Early Childhood Learning Center (ECLC), 77 Ramsdell Lane, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chairperson Mannschreck, Vice-Chair Bailey, Selectperson Saccoccia, Selectperson Gibson, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle. Selectperson Cappiello was previously excused from the meeting.

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

**6:30pm.** Chairperson Mannschreck called the meeting to order and requested attendance. Cappiello – Not Present, Gibson – Present, Saccoccia – Present, Bailey –Present, Mannschreck – Present.

### **PLEDGE OF ALLEGIANCE**

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

### **AGENDA REVIEW AND APPROVAL**

**6:31pm.** TA MacIver requested two additions to the Consent Agenda: M: Unlicensed Dog List, N: New Town Hall/Emergency Operations Center FEMA Grant - \$125,000, and O: Administrative Abatement. Additionally, item 'J', Library-Damaged Bench and Winter Maintenance, has been removed from the Consent Agenda and added as item 'C' under New Business, and item 'D' under New Business is a proposal to cancel the June 27, 2022 meeting.

Motion to approve the [Agenda for the June 13, 2022](#) Select Board meeting as proposed and amended by Vice-Chair Bailey, seconded by Selectperson Gibson. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

### **PUBLIC COMMENT**

*Public Comment is limited to three minutes per person, and 15 minutes total.*

**6:32pm.** *Public Comment opened.*

**Robert Russell** – 99 Tolend Road – Submitted a petitioned warrant article for a special town meeting to Chair Mannschreck. He read a prepared statement requesting to appear on an upcoming Select Board agenda to ask questions. Mr. Russell was repeatedly told by Vice-Chair Bailey he had run over the time allowed for public comment.

**Daniel Ayer** – 333 Old Concord Turnpike – Discussed the Town's interactions with 2A Tactical and raised concerns about additional tax funds being used on the 2A Tactical issue.

**Representative Cassandra Levesque** – 204 Emerald Drive – Provided TA MacIver a copy of all committee reports for bills. Strafford County is looking to update buildings and to add additional

affordable housing options, including some in strip malls. Vice-Chair Bailey asked what would prevent a building from being used for a different purpose than that which it was approved. Ms. Levesque will provide an update at a later meeting.

**Paul Mausteller** – 83 Washington St – Asked questions regarding the copier contract, Poll Pads, and 124 acres ‘Hard Rock’ development which were responded to by Town Administrator MacIver.

**Ken Grant** – 372 Parker Mountain Road – Shared his concern about the cost of the 2A Tactical special Town meeting. Mr. Grant stated he would like to see equal treatment with Planning and Zoning Board approvals and raised concerns regarding a horse ranch on Beauty Hill Road. TA MacIver stated that the Select Board policy is to investigate potential violations after a complaint.

**6:59pm.** *There were no additional public comments. Public Comment closed.*

## **PUBLIC HEARINGS AND INVITED GUESTS**

### **School Board Liaison Report**

**7:00pm.** The School Board members were unable to attend.

### **Acceptance of State Administered American Rescue Plan Act Funds**

**7:00pm.** Acceptance of unanticipated funds are governed by RSA 31:95-b. The public hearing was noticed in Foster’s Daily Democrat on June 6, 2022. The funds, applied for by the Fire Department and totaling \$50,000, support the purchase of AED’s and a power cot.

### **Public Comment**

*Public Comment is limited to three minutes per person, and 15 minutes total.*

**7:01pm.** *Public Comment opened.*

**7:01pm.** *There were no public comments. Public Comment closed.*

Motion to accept and expend the State administered ARPA funds through the Locality Equipment Purchase Program in the amount of \$50,000 by Selectperson Gibson, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

### **State Department of Justice - \$100,000**

**7:01pm.** The Police Department applied for \$100,000 to support the purchase and support of new laptop computers for all officers.

### **Public Comment**

*Public Comment is limited to three minutes per person, and 15 minutes total.*

**7:01pm.** *Public Comment opened.*

**7:02pm.** *There were no public comments. Public Comment closed.*

Motion to accept and expend the State administered ARPA funds through the State Department of Justice in the amount of \$100,000. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

**State Department of Health and Human Services - \$160,000**

**7:02pm.** The Recreation Department applied for \$160,000 to support the purchase of a multi-passenger van in support of young adult programming. Vice-Chair Bailey voiced his appreciation for the Recreation Director's efforts to expand programming and pursue this grant.

**Public Comment**

*Public Comment is limited to three minutes per person, and 15 minutes total.*

**7:03pm.** *Public Comment opened.*

**7:03pm.** *There were no public comments. Public Comment closed.*

Motion to accept and expend the State administered ARPA funds through the State Department of Health and Human Services in the amount of \$160,000 if approved by the state by Vice-Chair Bailey, seconded by Selectperson Gibson. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

**CONSENT AGENDA**

**7:03pm.** During the Agenda Approval portion of the meeting, the Select Board approved the removal of item “J” from the Consent Agenda, and the addition of items “M,” “N,” and “O”.

Motion to approve the Monday, June 13, 2022 Consent Agenda as amended (A-O, excluding J) by Selectperson Gibson, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

A. **Meeting Minutes May 23, 2022**

*Motion to approve the May 23, 2022 minutes – **Passed on the consent agenda.***

## B. Previously Submitted/Signed Requests for Signature

- i. Meeting Minutes May 9, 2022
- ii. Meeting Minutes May 10, 2022
- iii. Accounts Payable Manifest 2022-222
- iv. Accounts Payable Manifest 2022-223
- v. Payroll Manifest 2022-121
- vi. Payroll Manifest 2022-122
- vii. Intent to Cut Wood or Timber Map 260 Lot 7
- viii. Intent to Cut Wood or Timber Map 234 Lot 57-2
- ix. Oath of Office for John Morris – Advisory Budget Committee Member
- x. Oath of Office for Cheryl Huckins – Zoning Board of Adjustment Member
- xi. Oath of office for Andre Laprade – Zoning Board of Adjustment Alternate Member
- xii. Collective Bargaining Agreement – Police Union NEPBA Local #240

*Motion to authorize and sign the above-referenced documents (i-xii). – **Passed on the consent agenda.***

## C. New Requests for Signature

- i. Accounts Payable Manifest 2022-224
- ii. Payroll Manifest 2022-123
- iii. Payroll Manifest 2022-123B-Fire
- iv. Repurchase Deed for Map 126 Lot 55

*Motion to authorize and sign the above-referenced documents (i-iv). – **Passed on the consent agenda.***

- D. Acquisition of an Access Easement on a Portion of Map 251, Lot 63 per RSA 41:14-a  
*Motion to authorize the acquisition of an access easement on a portion of Map 251-0063 as presented pursuant to RSA 41:14-a – **Passed on the consent agenda.***
- E. Transfer Station Hours Adjustment – July 23, 2022 – Tricentennial Parade  
*Motion to authorize closing the Transfer Station at noon on July 23, 2022 to avoid Tricentennial Parade impacts - **Passed on the consent agenda.***
- F. COMSTAR Breach Insurance Lawyer Engagement  
*Motion to authorize the Town Administrator to sign an engagement letter with McDonald Hopkins to support the Town's involvement in the COMSTAR data breach – **Passed on the consent agenda.***
- G. Highway Truck Surcharge Request Update  
*Motion to appropriate \$121,749 from the Highway Heavy Equipment Capital Reserve for the purchase of a Western Star plow truck (from McDevitt Trucks) – **Passed on the consent agenda.***
- H. Town Hall Copier/Printer Updates  
*Motion to authorize lease-purchasing two copier/printers from Seacoast Business Machines for \$347.31 per month – **Passed on the consent agenda.***
- I. Police Department Laptop Request for Proposals Award

Company	Items Bid On:	Price Quoted
Block5 Technologies	12 Month Service Contract; 24/7 on-site service, remote monitoring, offsite backup and storage, cybersecurity, and manage the network	\$25,020.00
Red River Co.	(16) monitors, 14 rugged laptops, 1 admin. Laptop, vehicle docking stations, and 3 years support	\$57,821.00
Northeast MDT	8 cruiser printers and install of them, install of 8 cruiser computer docks	\$12,519.92
Other vendors	Purchase; 2 label printers and 1 desktop multi-use printer	\$2,560.00
<b>Total:</b>		<b>\$97,920.92</b>

*Motion to award the Police Laptop RFP as presented. – **Passed on the consent agenda.***

- J. Library – Damaged Bench and Winter Maintenance  
***Removed from the consent agenda, discussed under New Business.***
- K. Deed for Map 220, Lot 45  
*Motion to deed Map 220, Lot 45 to Dennis Freeman Jr., at no cost due to the Town's error, returning a tax-deeded property to the former owner – **Passed on the consent agenda.***

- L. Update Transfer Station User Fees – Metal  
*Motion to remove the White Goods/Metal fees from the Transfer Station User Fee Schedule, effective immediately - **Passed on the consent agenda.***
- M. Unlicensed Dog List  
*Motion to approve and sign the 2022 Unlicensed Dogs List per RSA 466:14 - **Passed on the consent agenda.***
- N. New Town Hall/Emergency Operations Center FEMA Grant - \$125,000  
*The Select Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$125,000.00 for purchase and installation of equipment & a generator at the new EOC. Furthermore, the Board acknowledges that the total cost of this project will be \$250,000.00, in which the town will be responsible for a 50% match (\$125,000.00). Further, Conner MacIver, Town Administrator is authorized to sign all documents related to the grant - **Passed on the consent agenda.***
- O. Administrative Abatement – Map 111 Lots 10 & 11  
*Motion to authorize an administrative abatement of up to \$2,000 for Map 111, Lots 10 and 11 for the 2022 property tax bill to reflect only the current use value of the property; consistent with the intent when the owners purchased the lots from the Town in 2021.- **Passed on the consent agenda.***

**APPOINTMENTS**

There were no appointments.

**STAFF REPORTS****June Work Anniversaries**

**7:04pm.** Thank you for your dedication to the Town of Barrington!

Timothy Boodey	Fire/EMS	27 Years
Scott Young	Part-Time Police Officer	24 Years
Katie Perry	Police Administrative Assistant	17 Years
Monica Poitras	Recreation Supervisor	12 Years
John Huckins	Building Inspector/Code Enforcement Officer	9 Years
Erik Baker	Police Sergeant	5 Years
Jacob Cummings	Fire/EMS	5 Years
Donald Morse	Police Officer	4 Years
Tiffany Caudle	Municipal Office Administrator	3 Years
Christopher Cooke	Library Custodian	2 Years
Deborah Wood	Human Resources Administrator	1 Year
Sam Janelle	Fire/EMS	1 Year

**Municipal Office Administrator Caudle**

**7:06pm.** MOA Caudle requested additional signatures for:

- One Repurchase Deed for Map 126 Lot 55
- 2022 Unlicensed Dogs List

**OLD BUSINESS****Crack Sealing Award Update**

**7:06pm.** Road Agent Marc Moreau had submitted an update on the 2022 Crack Sealing proposal, proposing the Select Board rescind the award to Spots on Lots due to their bid not meeting the required specifications.

Motion to rescind the 2022 Crack Sealing Request for Proposals award made on May 23, 2022 and award the scope to Sealcoating Inc. DBA Indus for \$28,716.32 by Selectperson Gibson, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

**Daniel Cater Road Gravel and Vegetation Discussion**

**7:09pm.** The Select Board discussed a proposal supported by the Conservation Commission to address concerns from the Ayers Lake Association at the May 23, 2022 meeting. Road Agent Marc Moreau provided additional information regarding the concerns raised. TA MacIver further expanded the materials are anticipated to help in hardening the road and improving its durability long-term. Vice-Chair Bailey shared there is a conservation easement, and asked if adding the gravel will affect the easement. TA MacIver explained the Highway Department will only be working in the Town's right-of-way. Daniel Ayer, resident, requested additional details on the gravel, which TA MacIver provided, stating it is "sharp sand," which is more jagged.

**NEW BUSINESS****Noise Ordinance**

**7:12pm.** In 2016 & 2017 the Select Board amended the Noise Ordinance with no authority to do so, so the ordinance amendments are invalid. TA MacIver proposed the Select Board propose a revised ordinance in preparation for the March, 2023 Town Vote.

Chief George Joy shared the challenges with enforcing the current ordinance as written and amended. Chief Joy will compile similar ordinances from surrounding communities. TA MacIver encouraged public participation in the discussion via a public hearing.

*The Select Board agreed by consensus to consider a revised ordinance and include a public hearing later this summer.*

**Barrington Municipal Parking**

**7:18pm.** TA MacIver provided information regarding the Town's municipal parking area, leased from the State on May 22, 1968. Residents commonly believe the lot that includes the UPS drop box is municipal parking; however, municipal parking is across the street next to Elf Made. The Select Board was asked to consider approving an expenditure to clean up the area, grade the parking lot in collaboration with the State, clear some vegetation, and add municipal parking signs. Vice-Chair Bailey asked questions regarding the current owner, as well as the current use of the property and parking rules. TA MacIver ensured the Town will notify abutting property owners and work with the State.

**Fire Chief Rick Walker shared** that in the past, park and ride signs were placed in the parking lot across the street by the State of New Hampshire erroneously. Mrs. Horton retained the parking lot and was advised and requested the lot not be a park and ride.

**Dan Ayer**, Resident, spoke about designating alternate parking areas in Town.



***The Select Board agreed by consensus to allow TA MacIver to further develop the scope of the project.***

### **Library Bench Replacement**

**7:28pm.** During winter maintenance during the 2021-2022 season, a highway truck clearing snow off the walkway at the Library damaged a bench and walkway. The Library has asked that \$100 to replace the bench be paid by the Highway Department. Chair Mannschreck has suggested the funds be used from the incident fund.

Selectperson Saccoccia shared his opinion the bench should not be replaced through the incident fund, including possibly setting a precedent of Town responsibility for plow damage in Town. Chair Mannschreck stated in the future the library will be responsible for snow removal beyond the parking lot, and funds in the end all come from taxpayers. Vice-Chair Bailey stated he does not like where the shed was placed, it blocks an accessible parking space. Selectperson Bailey feels as though the bench was placed too close to the walkway and is not the Highway Department's fault. Selectperson Gibson stated all funds come from the same source, if a plow were to damage an item at another Town building, the Town should work to make it right.

**Susan Gaudiello**, Library Trustee Chair, stated there is a Memorandum of Understanding between the Town and Library that states the Library is responsible for snow removal. She is unsure of when the Public Works Department took on that responsibility. She asked if the email to Chair Mannschreck was shared with the rest of the Board. She stated yes, it's all taxpayer funds, but Library budget is very slim, most is consumed by staff. The Library will be looking into alternatives for snow removal, and appreciates that the Highway Department has been completing the work.

Motion to not approve and allow the library to pay for the bench themselves by Selectperson Saccoccia.

**Vice-Chair Bailey** stated the rules of order restrict negative motions.

Motion to have the Library pay for the damaged bench by Selectperson Saccoccia, seconded by Vice-Chair Bailey. Gibson – No, Saccoccia – Aye, Bailey – Aye, Mannschreck – No. ***The motion did not pass.***

Motion to expend up to \$100 from the incident fund to replace the bench by Chairperson Mannschreck, seconded by Selectperson Gibson. Gibson – Yes, Saccoccia – No, Bailey – No, Mannschreck – Aye. ***The motion did not pass.***

**Doug Winter** – 54 Frost Hill Lane – Suggested both departments pay for the bench 50/50.

**Ken Grant** – 372 Parker Mountain Road – Stated the Select Board's vote should not be taken to prevent someone from writing a check to replace the bench.

This item will be brought forth at a future meeting.

### **Cancel June 27, 2022 Meeting**

**7:47pm.** Typically the Select Board holds only one meeting each month during Summer. The Select Board could delegate to the Chair to work with staff and identify dates relating to the special

Town meeting. Cancelling the June 27, 2022 meeting will not cause additional Select Board meetings this summer.

Motion to cancel the June 27<sup>th</sup> meeting by Selectperson Gibson, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

### SELECT PERSON REPORTS AND CONCERNS

**7:53pm.**

**Selectperson Gibson** – Town Lands did not meet in May but will meet this Saturday. The Conservation Commission is working on trails and “Trail Trekkers” public initiative. Jack Gale stated John Wallace is putting in extraordinary effort.

**Selectperson Saccoccia** – Recreation is preparing for summer camp, working on a pavilion.

**Vice-Chair Bailey** – Was unable to attend meetings due to illness, had no information to report.

**Chairperson Mannschreck** – Attended the final meeting of School Board year and read teacher’s awards. Then next School Board meeting will be at end of July. Was unable to attend the Transfer Station meeting, user fees were discussed as the Town is making money from the new metal contract. The Transfer Station will be closed prior to the Tricentennial parade to limit traffic.

**Selectperson Bailey** asked Chair Mannshreck to inquire if the School Board has a balance of funds for school safety? Chair Mannschreck will ask at the next meeting.

**Selectperson Saccoccia** asked if any training will be implemented at the school that is offered by the Police Department.

### PUBLIC COMMENT

**7:57pm.** *Public Comment opened.*

**Vice-Chair Bailey** – appreciates a police car sitting on 125, the speed increases when police presence is not there.

**Paul Maustellar** – 83 Washington street – TA MacIver was asked by Mr. Maustellar for an update on the Town Hall; TA MacIver shared that the Town had approved up to \$875,000 to be bonded, with the remainder coming from unassigned funds balance. With the \$1.5 million in federal funding the Town is not expected to need to bond the \$875,000, so the approval will lapse. The total cost is \$2.5 million, with allowances for increased costs. The Department of Transportation has approved the permit for the road.

**Jack Gale** – 798 Berry River Road – Spoke regarding code enforcement in Town, explained three issues that have been brought to the code enforcement officer and all were rectified by following the rules. Documenting and doing things the proper way is correct.

**Rick Walker** – Tricentennial Committee – History Day was a success! There was a huge demand for the chicken bbq due to the high turnout. A large amount of information was shared. The next big event is the parade on July 23, with more than 60 participants. There will also be static displays including a 1700’s encampment, and various vehicles in a “touch a truck” style activity. July 30<sup>th</sup> will have a fireworks display on Smoke Street. The parade will begin on Ramsdell, walk to Redemption where marching units will join, and then turn to Mallego Road. Parking options are a work-in-progress.

**Jessica Tennis** - Recreation Director – The playground is expected to reopen on Friday following the shade structure installation.



**8:09pm.** *There were no additional public comments. Public comment closed.*

### **NONPUBLIC SESSION**

**8:10pm.** Motion to enter nonpublic session for reasons of personnel by Selectperson Saccoccia, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

Present in nonpublic session were Chairperson Mannschreck, Vice-Chair Bailey, Selectperson Saccoccia, Selectperson Gibson, Town Administrator MacIver, Municipal Office Administrator Caudle, and Police Chief George Joy.

### **Police Department Retention Bonuses**

**8:15pm.** The Select Board read a letter from the Police Union requesting retention bonuses. Chief Joy relayed to the Select Board the current challenges within the police community with both attracting and retaining trained officers. The Police Union has requested retention bonuses totaling \$70,000 from the ARPA funds.

The Select Board discussed possibly approving the retention bonuses as a use of ARPA funds and possibly altering wages following the completion of the wage study.

### **Compensatory Time**

**8:50pm.** The Select Board read a memo from the Police Union requesting an increase in compensatory time. Chief Joy explained the request by the Police Department to increase compensatory time as a method of increasing morale and retention for current officers.

The Select Board felt the request was worth considering during the next police union contract negotiation.

### **RETURN TO PUBLIC SESSION**


**8:56pm.** Motion to exit nonpublic session by Vice-Chair Bailey, seconded by Selectperson Saccoccia. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

Motion to approve \$70,000 from the American Rescue Plan Act (ARPA) funds for Police Department Retention Bonuses, to be administered by Town Administrator MacIver and Police Chief George Joy by Selectperson Saccoccia, seconded by Vice-Chair Bailey. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

**ADJOURNMENT**


**8:58pm.** Motion to adjourn the June 13, 2022 Select Board meeting by Vice-Chair Bailey, seconded by Chairperson Mannschreck. Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the [June 13, 2022 Town Administrator's Report](#).

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Chairperson D. Mannschreck

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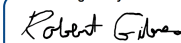
Vice-Chair G. Bailey

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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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7/11/2022

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Date Minutes Were Approved