



BARRINGTON, NH SELECT BOARD MINUTES

Monday, March 4, 2024

The Select Board meeting for Monday, March 4, 2024 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 Capiello, Vice-Chair Saccoccia, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver and Municipal Office Administrator (MOA) Caudle. Selectperson Mannschreck was previously excused.

CALL TO ORDER, ROLL CALL ATTENDANCE

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

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

PLEDGE OF ALLEGIANCE

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

AGENDA REVIEW AND APPROVAL

6:31pm. Selectperson Hardekopf requested a brief nonpublic session be held at the beginning of the meeting for purposes of reputation.

*Motion to enter nonpublic session for reasons of reputation following items “A” and “B” on the agenda by Selectperson Hardekopf; seconded by Vice-Chair Saccoccia. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Capiello – Aye. **The motion passed.***

TA MacIver requested the Select Board clarify/correct the motion on the Consent Agenda item “E: iii” to be an appointment for Tiffany Caudle as *Deputy* Town Treasurer.

The Select Board approved the [Select Board agenda for March 4, 2024](#) as amended by consensus.

PUBLIC COMMENT

6:32pm. *Public comment opened.*

6:32pm. *There were no public comments. Public comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison

6:32pm. No members of the School Board were present.

2023 Volunteer of the Year Recognition

6:32pm. Margery Shepard, Chair of the Barrington Bloomers, was recognized as the 2023 Volunteer of the Year. Select Board members each spoke to Margery’s volunteerism with the Barrington Bloomers, ability to collaborate with others, passion for recycling, and her efforts in

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ensuring Barrington remains beautiful. Margery was presented with a plaque and bouquet of flowers. Thank you, Margery, and congratulations!

NONPUBLIC SESSION

6:37pm. *Motion to enter nonpublic session for reasons of reputation by Vice-Chair Saccoccia, seconded by Selectperson Gibson. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Capiello - Aye. **The motion passed.***

6:53pm. The Select Board reconvened in nonpublic session. Present in nonpublic session were Chairperson Capiello, Vice-Chair Saccoccia, Selectperson Gibson, Selectperson Hardekopf, TA MacIver, and MOA Caudle.

Selectperson Hardekopf shared a concern raised to her by a resident regarding an applicant for appointment. TA MacIver provided additional context. The Board discussed their observations and experiences, considering possibly meeting with the individual.

*Motion to exit nonpublic session by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Capiello - Aye. **The motion passed.***

RETURN TO PUBLIC SESSION

6:51pm. The Select Board returned to public session.

CONSENT AGENDA

6:51pm. *Motion to approve the Monday, March 4, 2024 Consent Agenda (A-E) as amended by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Capiello – Aye. **The motion passed.***

A. **Meeting Minutes February 12, 2024**

*Motion to approve the February 12, 2024 minutes [as amended]. – **Passed on the consent agenda.***

B. **Meeting Minutes February 26, 2024**

*Motion to approve the February 26, 2024 minutes [as amended]. – **Passed on the consent agenda.***

C. Previously Submitted/Signed Requests for Signature

i. Accounts Payable Manifest 2024-209B

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

D. New Requests for Signature

i. Accounts Payable Manifest 2024-210

ii. Payroll Manifest 2024-109

iii. 2025 CAI Contract

iv. Map 239 Lot 7 Purchase & Sale

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

E. Appointments

i. Tax Collector – Linda Markiewicz

1. In 2013, voters approved warrant article 30 which authorized the Select Board to appoint a Tax Collector pursuant to RSA 669:15-17b. Linda Markiewicz was hired in April of 2013 and will continue to serve as Barrington's Appointed Tax Collector through April, 2024, when she plans to retire.

2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.
Motion to appoint Linda Markiewicz as Barrington's Appointed Tax Collector through March 31, 2025. – Passed on the consent agenda.
- ii. Town Treasurer – Peter Royce
 1. In 2012, voters approved warrant article 13 which authorized the Select Board to appoint a Town Treasurer. Prior to 2012, Peter Royce was an elected Treasurer and he has been the appointed treasurer since 2012. Per RSA 41:27 and RSA 41:26-e, the Treasurer needs to be appointed each year prior to Town Meeting.
 2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.
Motion to appoint Peter Royce as Barrington's Town Treasurer through March 31, 2025. – Passed on the consent agenda.
- iii. Deputy Town Treasurer – Tiffany Caudle
 1. In 2021, the Municipal Office Administrator, Tiffany Caudle, was appointed as Deputy Treasurer in response to an audit recommendation. The Town had not been able to maintain a citizen volunteer as Deputy Treasurer, which consistently resulted in having only one authorized signatory on the Town's accounts. Having a staff member serve as Deputy Treasurer fulfills the Town's continuity of operations objectives.
 2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.
Motion to appoint Tiffany Caudle as Barrington's Deputy Town Treasurer through March 31, 2025. – Passed on the consent agenda.
- iv. Assistant Town Treasurer – Diane Cotter
 1. In support of succession management and continuity of operations, we have been looking to attract a citizen-volunteer willing to participate in the activities of the Town Treasurer. Fortunately, Diane Cotter has stepped forward and is interested and willing to do the work. She was actually trained in the duties a number of years ago but was not formally appointed. An Assistant Town Treasurer appointment would solidify her role assisting the Town Treasurer.
 2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.
Motion to appoint Diane Cotter as Barrington's Assistant Town Treasurer through March 31, 2025. – Passed on the consent agenda.

- v. Recreation Commission – Scott Ramsey
 1. Mr. Ramsey was appointed in 2022 as a full member of the Recreation Commission and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.
 2. Pursuant to the Select Board’s Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.

*Motion to appoint Scott Ramsey to the Recreation Commission as a full member through March 31, 2027. – **Passed on the consent agenda.***
- vi. Planning Board – Ronald Allard
 1. Mr. Allard was appointed in 2021 as a full member of the Planning Board, currently serves as Vice-Chair, and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.
 2. Pursuant to the Select Board’s Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.

*Motion to appoint Scott Ramsey to the Planning Board as a full member through March 31, 2027. – **Passed on the consent agenda.***
- vii. Planning Board – Andrew Knapp
 1. Mr. Knapp was appointed in 2022 as a full member of the Planning Board and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.
 2. Pursuant to the Select Board’s Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.

*Motion to appoint Andrew Knapp to the Planning Board as a full member through March 31, 2027. – **Passed on the consent agenda.***
- viii. Zoning Board of Adjustment – Jackie Flanagan
 1. Ms. Flanagan was appointed in 2023 as a full member of Zoning Board of Adjustment and is seeking reappointment. The appointment term was brief as her term fulfilled a prior resignation. A full appointment with a term expiring in 2027 is proposed.
 2. Pursuant to the Select Board’s Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.

*Motion to appoint Jackie Flanagan to the Zoning Board of Adjustment as a full member through March 31, 2027. – **Passed on the consent agenda.***

ix. Zoning Board of Adjustment – Paul Thibodeau

1. Mr. Thibodeau was appointed in 2021 as a full member of Zoning Board of Adjustment and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.
2. Pursuant to the Select Board’s Appointment Procedure, this application was presented for discussion at the February 26, 2024 meeting.

Motion to appoint Paul Thibodeau to the Zoning Board of Adjustment as a full member through March 31, 2027. – Passed on the consent agenda.

APPOINTMENTS

Appointments for Terms Expiring in 2024

6:51pm. Select Board appointments expire on March 31st each year. Appointment terms are staggered to preserve institutional knowledge on each board and committee. The Select Board began reviewing appointments and reappointments on February 26, 2024. Thank you to our citizen volunteers!

Zoning Board of Adjustment - Parker Fairfield

6:51pm. Mr. Fairfield is interested in becoming a full member of Zoning Board of Adjustment. His previous experience includes serving on the Planning Board in a neighboring state. He has had conversations with staff and the Zoning Board of Adjustment Chair. A full appointment with a term expiring in 2025 is proposed.

Pursuant to the Select Board’s Appointment Procedure, this application will be presented for a vote at the March 18, 2024 meeting.

Energy Committee – Jack Bingham

6:52pm. Mr. Bingham was appointed as a founding member of the Energy Committee and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.

Pursuant to the Select Board’s Appointment Procedure, this application will be presented for a vote at the March 18, 2024 Meeting.

Transfer Station & Recycling Center Review Committee – Deborah Clough

6:52pm. Ms. Clough was appointed as an alternate member of the Transfer Station & Recycling Center Committee and is seeking reappointment. An alternate appointment with a term expiring in 2027 is proposed.

Pursuant to the Select Board’s Appointment Procedure, this application will be presented for a vote at the March 18, 2024 Meeting.

STAFF REPORTS

6:53pm. TA MacIver confirmed with the Select Board the previously reviewed Appointments can be placed on the Consent Agenda next week.

March Work Anniversaries

6:53pm. TA MacIver Presented March’s work anniversaries. Thank you for your service to the Town of Barrington!

Steven Paul	Highway Department	24 Years
Eric Lenzi	Assistant Fire Chief	23 Years
Peter Royce	Treasurer	19 Years

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Larry Coon	Fire/EMS	18 Years
Will Lenharth	Fire/EMS	18 Years
Amanda Barber	Police Detective Sergeant	8 Years
Vanessa Price	Town Planner	2 Years
Stephanie Sweeney	Recreation	1 Year

2024 Deliberative Session Review and Ballot Session Information

6:54pm. TA MacIver shared information has not changed significantly since the previous update.

2024 Barrington Kids Vote

6:54pm. The [2024 Kids Vote Ballot](#) has been created and printed! The 2024 Kids Vote logo was designed by the members of Barrington Recreation's TEAM program participants.

Training Opportunities

6:57pm. TA MacIver provided the Select Board with upcoming training opportunities:

- A. Local Solutions to the State's Housing Crisis Webinars
 - i. [WEBINAR DESCRIPTIONS AND LINKS](#)
 - ii. [March 7 - Transfer of Development Rights 101: A Primer](#)
 - iii. [March 14 - Attracting Developers](#)
- A. Local Officials Workshop – In-Person/Virtual – 25 Triangle Park Drive, Concord
 - iv. April 3, 2024 – 9:00am to 4:00pm
 - v. May 7, 2024 – 9:00am to 4:00pm
- B. October 30 and 31, 2024 – New Hampshire Municipal Association Annual Conference – Manchester

Select Board Reorganization

6:58pm. The Select Board will meet on March 18 for the first time following the March Town Meeting. At this meeting, the Select Board will select a Chair and Vice-Chair.

Select Board Committee Assignments

6:58pm. At the April 8, 2024 meeting, the newly elected chair will complete committee assignments. TA MacIver will provide the Select Board with a schedule of meetings for consideration.

Municipal Office Administrator Caudle

6:59pm. MOA Caudle requested signatures for the minutes approved on the Consent Agenda, the oaths of office approved on the Consent Agenda, as well as abatements.

OLD BUSINESS

2024 Warrant Proposed Land/Building Purchases – Sale Agreements

7:00pm. TA MacIver explained there are two proposals up for vote on March 12th for property acquisition. He reviewed certain details of the Purchase and Sale Agreements for both [426 Calef Highway](#) and [Map 239 Lot 7](#).

*Motion to affirm and approve the final Purchase and Sale Agreements for 426 Calef Highway and Map 239, Lot 7; the terms of which were reviewed and approved at previous Select Board meetings by Selectperson Hardekopf, seconded by Selectperson Gibson. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

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NEW BUSINESS

Energy Committee Information Release

7:04pm. The Energy Committee has requested the Select Board review and authorize the issuance of an [information release regarding Community Power](#). TA MacIver read the release for the Select Board and the public.

*Motion to authorize the release as proposed by the Energy Committee regarding Community Power by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Capiello – Aye. **The motion passed.***

SELECT BOARD REPORTS AND CONCERNS

7:08pm.

Selectperson Hardekopf – Had no new information to report since the prior meeting.

Selectperson Gibson – The Energy Committee will be holding a meeting on Thursday, there is no new information to report.

Vice-Chair Saccoccia – Recreation introduced a slow pitch league. Dante’s will be offering half off appetizers if you wear your jersey.

Chair Capiello – The Planning Board will meet tomorrow, otherwise there is no additional information to report.

PUBLIC COMMENT

7:09pm. *Public Comment opened.*

7:09pm. *There were no public comments. Public Comment closed.*

ADJOURNMENT

7:10pm. *Motion to adjourn the March 4, 2024 Select Board Meeting by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Capiello – Aye. **The motion passed.***

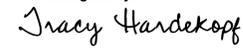
Additional information and links to all reviewed documents can be found in the [March 4, 2024 Town Administrator’s Report](#). The next meeting will be held on March 18, 2024.

DocuSigned by:


Chairperson Joyce Capiello

DocuSigned by:


Selectperson D. Mannschreck

DocuSigned by:


Selectperson T. Hardekopf

DocuSigned by:


Vice-Chair J. Saccoccia

DocuSigned by:


Selectperson R. Gibson

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Date Minutes Were Approved