



BARRINGTON, NH SELECT BOARD MINUTES

Monday, May 22, 2023

The Select Board meeting for Monday, May 22, 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 Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator Caudle. Selectperson Mannschreck joined while the meeting was in progress.

CALL TO ORDER, ROLL CALL ATTENDANCE

6:30pm. Chair Cappiello called the meeting to order and called for 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

6:31pm. Chair Cappiello asked to add a request to upgrade mobile radios to the Consent Agenda and to remove item “F” from same and to instead discuss under new business. Vice-Chair Saccoccia asked to add Appointments “A-C” to the Consent Agenda as item “J”. All agreed by consensus on the changes and otherwise accepted the agenda. Chair Cappiello verified Birch Lane was not on the Consent Agenda as it’s being discussed separately.

PUBLIC COMMENT

6:32pm. *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. Chair Cappiello read the rules of Public Comment.*

6:34pm. *Public Comment opened.*

6:34pm. *There were no public comments. Public Comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

Michelle Libby – Police Sergeant Promotion Pinning

6:34pm. Officer Michelle Libby is being promoted to Sergeant. Police Chief George Joy introduced Officer Libby and provided a background of her time with Barrington, the work she’s done since joining Barrington PD, and the improvements she has made. Sergeant Libby’s pin was placed by her father.

School Board Liaison Report

6:38pm. The School Board representatives did not attend the meeting.

Issuance of a Building Permit on Birch Lane, a Private Road, for Mary Elliot, Map 117, Lot 8

6:38pm. Chris Berry of Berry Surveying & Engineering provided a review of the application and the waiver request. The intent of the permit is to replace the current spiral staircase with a traditional staircase. The construction would require expansion of volume as the roof will be raised, necessitating the category 3 permit requirement per the current rules.

The applicant is requesting a waiver from the policy as the volume does not add any living space, and the property is currently being used as a full-time residence. The Fire Chief supports a waiver in this case due to the lack of added living space. However, if the Board does require road improvements, Chief Walker recommended improvements be made to the turnaround on Birch Lane. A formal road association exists, and a road maintenance agreement is recorded.

If the waiver is granted, the applicant will be required to repair any damage to the road caused during construction.

6:39pm. Selectperson Mannschreck joined the meeting.

6:50pm. *Public Comment opened.*

Barry Vater, 55 Birch Lane, commented that the potholes are filled each fall to maintain the road.

6:51pm. There were no additional public comments. *Public Comment closed.*

The Select Board discussed the intent of the Class VI and Private Road policy.

Motion to approve the waiver request and to authorize the issuance of a building permit for Map 117, Lot 8 on Birch Lane by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. Hardekopf – Aye, Gibson – No, Mannschreck – Aye, Saccoccia – Aye, Cappiello – No. *The motion passed.*

Community Power Aggregation

6:53pm. Paul Panish, [Energy Committee](#) chair, presented information on [Community Power Aggregation](#). He explained Community Power Aggregation allows Towns to provide default power supply and negotiate rates. Eversource would retain transmission, distribution, billing, and maintenance. The first ten (10) towns began rolling out community power in early May. It is anticipated to become the largest energy supplier in New Hampshire and enable significant cost savings and involvement in new technologies. Residents, businesses, and the municipality would be automatically enrolled, but would be able to opt out.

Responsibility for distribution, prioritization of at-risk residents, potential funding source limitations with this agreement, and Eversource possibly becoming carbon neutral within 6 years were discussed.

The Energy Committee asked the Select Board to review and adopt the joint power agreement (after review by Town Counsel) and appoint a director and alternate to the Community Power Coalition of New Hampshire; Paul Panish has been recommended by the Energy Committee as director, Dan Federico as alternate.

Selectperson Hardekopf specifically requested answers to:

1. Does this agreement limit the Town's access to federal dollars?
2. What the cost to review this documentation will be?
3. How could this impact low-income and at-risk residents?

The Select Board agreed by consensus that Mr. Panish and Mr. Federico's appointments would be considered sub-committee appointments and thus, they need not apply.

This item will be considered for vote at the June 12, 2023 meeting.

The Energy Committee website has been maintained by Leah Harrington, Energy Committee member; it's a resource for residents to review energy savings and research.

CONSENT AGENDA

7:45pm. During Agenda Review and Approval item "F" was removed and added to New Business, Mobile Radios "I" added to the Consent Agenda, as well as items "A" – "C" under Appointments as item "J".

Motion to approve the Monday, May 22, 2023 Consent Agenda as amended by Vice-Chair Saccoccia seconded by Selectperson Gibson. Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. ***The motion passed.***

A. Meeting Minutes May 8, 2023

Motion to approve the May 8, 2023 minutes. -Passed on the Consent Agenda

B. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable 2023-220
- ii. Payroll Manifest 2023-119
- iii. Payroll Manifest 2023-119A
- iv. Payroll Manifest 2023-119B
- v. Payroll Manifest 2023-119C
- vi. Timber Intent for Map 260 Lot 7
- vii. NHMA Legal Inquiries List 20230508
- viii. Oath of Office for Cheryl Huckins – ZBA
- ix. Oath of Office for Gary Imbrie – Conservation Commission
- x. Oath of Office for Paul Panish - Conservation Commission
- xi. Oath of Office for Jenny Stuart - Conservation Commission
- xii. Oath of Office for Matt Mooers – Recreation Commission
- xiii. Raffle Permit for Barrington Womens' Club
- xiv. 2023 Pole Permit Application for Flags – Stars and Stripes for Barrington
- xv. Confirmatory Deed for the Homestead Development

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

C. New Requests for Signature

- i. Accounts Payable 2023-221
- ii. Payroll Manifest 2023-120
- iii. Timber Report & Yield for Map 241 Lot 41
- iv. Timber Report & Yield for Map 251 Lot 1
- v. Timber Report & Yield for Map 225 Lot 57

- vi. Timber Report & Yield for Map 256 Lot 30
- vii. Timber Report & Yield for Map 238 Lot 8

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

D. Waive Planning Board Fees for Town Government Applications

Per state law, the Town is exempt from its own zoning ordinance. Barrington's policy has been for projects to follow the same process as all other projects in Town; however, payment of standard fees would mean the Town is paying the Town. The Select Board has historically waived the Planning Board application fees on a project-by-project basis.

Motion to waive Planning Board fees on all future Town government applications to the Planning Board. -Passed on the Consent Agenda

E. New Hampshire Municipal Association Legal Inquiries List Update

The New Hampshire Municipal Association (NHMA) offers free legal consultation for general Town business/functions. The Town of Barrington maintains a list of those municipal officials who can contact NHMA for legal advice. Though the list was updated at the May 8, 2023 meeting, the Conservation Commission recently elected Doug Bogen as chair, necessitating an update.

Motion to update the New Hampshire Municipal Association Legal Inquires List as presented and authorize the Select Board Chair to sign. -Passed on the Consent Agenda

F. Issuance of a Building Permit on Small Road, a Private Road, for Derek & Melissa Ceppetelli, Map 106, Lot 4

- i. See attached application and packet, [20230510 CVPR 100Small](#)

This item was removed from the Consent Agenda and reviewed under New Business.

G. Issuance of a Building Permit on Dry Hill Road, a Private Road, for Nathan & Kari Gray, Map 201, Lot 16.

- i. See attached application and packet, [20230425 CVPR 345DryHill](#)

This application was found to comply with the Town's Class VI and Private Road Building Policy. As a Category 2 application, there are no road improvement requirements.

Motion to authorize the issuance of a building permit for Map 201, Lot 16 as proposed. -Passed on the Consent Agenda

H. Authorize Lease of Map 239, Lot 2 for Summer Concerts

The Recreation Department has partnered with Holy Rosary Credit Union (HRCU) to program a summer concert series. HRCU owns Map 239, Lot 2 and has offered to sponsor the concert series, providing both the land and electricity. Due to the nature of the event series and provisions of insurance coverage, it is best for the Town to enter into a lease agreement with HRCU for use of the property. HRCU has offered the lease for \$1, with the terms to be set and reviewed by the Town's attorney and insurance provider.

Motion to authorize a lease agreement in the amount of \$1 with Holy Rosary Credit Union for the Use of Map 239, Lot 2, to be paid from the Recreation Contracts line. -Passed on the Consent Agenda

I. Mobile Radios for Communications Upgrade

The Fire Chief has asked the Select Board consider authorizing up to \$30,000 from the Emergency Communications Capital Reserve as part of the ongoing radio communications upgrade project. This is a planned expense to upgrade the mobile radios in emergency response vehicles. This will allow the Town to secure current State bid pricing.

Motion to authorize up to \$30,000 from the Emergency Communications Capital Reserve for the purchase of Mobile Radios for emergency response vehicles. -Passed on the Consent Agenda

J. Appointments

i. Charles Tatham – Conservation Commission

Motion to appoint Charles Tatham as an Alternate Conservation Commission member with a term expiring in 2025. -Passed on the Consent Agenda

ii. Donna Massucci – Planning Board

Motion to appoint Donna Massucci as an Alternate Planning Board member with a term expiring in 2026. -Passed on the Consent Agenda

iii. Ron Allard – Class VI/Private Road Building Policy

Motion to appoint Ron Allard as a member of the Class VI and Private Road Building Policy Committee with a term expiring in 2024. -Passed on the Consent Agenda

iv. David Mott – Class VI/Private Road Building Policy

Motion to appoint David Mott as a member of the Class VI and Private Road Building Policy Committee with a term expiring in 2024. -Passed on the Consent Agenda

v. Robert Tessier – Class VI/Private Road Building Policy

Motion to appoint Robert Tessier as a member of the Class VI and Private Road Building Policy Committee with a term expiring in 2024. -Passed on the Consent Agenda

vi. Dewayne Watson – Class VI/Private Road Building Policy

Motion to appoint Dewayne Watson as a member of the Class VI and Private Road Building Policy Committee with a term expiring in 2024. -Passed on the Consent Agenda

APPOINTMENTS

Advisory Budget Committee – Scott Shepard

7:47pm. Mr. Shepard is seeking reappointment as a full member on the Advisory Budget Committee with a term expiring in March of 2026. His previous term expired in March.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for a vote at the June 12, 2023 meeting.

Advisory Budget Committee – Bill Irving

7:48pm. Mr. Irving is seeking appointment as a full member on the Advisory Budget Committee with a term expiring in March of 2026. His previous term as an alternate expired in March.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for a vote at the June 12, 2023 meeting.

Advisory Budget Committee – Peter Royce

7:48pm. Mr. Royce is seeking appointment as an alternate member on the Advisory Budget Committee with a term expiring in March of 2026. His previous term as a full member expired in March.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for a vote at the June 12, 2023 meeting.

STAFF REPORTS**May Work Anniversaries**

7:44pm. TA MacIver presented the employees celebrating an anniversary in Barrington at the May 8, 2023 meeting. Thank you for your dedication to the Town of Barrington!

Donald Millette	Firefighter	25 Years
Kimberly Kerekes	Town Clerk	23 Years
Wendy Rowe	Assistant Library Director	19 Years
Charles Kilgour	Transfer Station Attendant	5 Years
Richard Wentworth	Transfer Station Attendant	5 Years
Joseph Spinney	Firefighter	5 Years
Gary Brock	Firefighter	1 Year
Gayden Lambert	Firefighter	1 Year

Training Opportunities

7:49pm. TA MacIver shared the annual Primex Conference was held last week. Also upcoming trainings include:

- Local Officials Workshop (June 1)
 - 2022 Local Officials PowerPoint
- Municipal Trustees Training Hybrid Workshop (June 8)
- Right to Know Law and Public Meetings (June 13)

Formal Strategic Planning Session and Goal Setting

7:50pm. The session has been scheduled for June 27, 2023. TA MacIver and the Board agreed to meet at 6pm for dinner, 6:30pm to begin the discussion. TA MacIver is working on the background for a more efficient update.

School Demographic Study

7:51pm. The Demographic Study Report was completed on March 20 and has been presented to the School Board. TA MacIver met with Superintendent Deannah Rae last week and learned the school has formed a committee to review the data. During the summer she offered to present to the Select Board after the committee work was done. Selectperson Hardekopf suggested they reach out to the Carsey School for assistance to review the data. Selectperson Mannschreck suggested the [Strafford Regional Planning Snapshot](#) be added to the Town's website.

Municipal Office Administrator Caudle

7:53pm. MOA Caudle requested signatures on Oaths approved during the Consent Agenda, as well as Agreement and Releases for the Class VI/Private Road permits.

OLD BUSINESS**Town Meeting Warrant Article Implementation**

7:54pm. TA MacIver provided a review of the warrant articles which passed and failed, as well as a very brief explanation of the impacts some articles passing/failing will have and how staff have been working to implement the articles. The increases to the Veteran's Credits were discussed, as well as the informational Tax Bill Insert. Articles 28-32 were petitioned articles which were amended at Deliberative Session.

Article 28 - By Petition: Code of Ethics

8:00pm. TA MacIver and the Board discussed expectations of accountability already in place for members, with TA MacIver providing the example of Ossipee, where a member eventually resigned after multiple staff allegations of harassment.

Selectperson Hardekopf read the Oath of Office.

Motion to agree that the Select Board has reviewed the need for a Code of Ethics and determined it is not necessary in addition to the Oath of Office by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Capiello – Aye. *The motion passed.*

Article 29 - By Petition: Duty to Inform

8:09pm. This article was in regards to reporting potential gun violence against children.

Motion that the Select Board has reviewed the suggested "Duty to Inform" article, and feel it is included in the Oath of Office for all officers of the Town by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Capiello – Aye. *The motion passed.*

Article 30 - By Petition: Court Proceedings Webpage

8:12pm. This article related to non-personnel court proceedings being included on a page on the Town website. The Board acknowledged that this is consistent with current practice and additional steps are unnecessary.

Motion that the Select Board has reviewed the suggested "Court Proceedings on Town Website" article and feel as it is already practice, it is unnecessary by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Capiello – Aye. *The motion passed.*

Article 31 - By Petition: Temporary Signs

8:12pm. This article encourages the Planning Board to review the current sign ordinances and to recommend any changes at the 2024 Town Meeting. The Planning Board is planning to review the

current sign ordinance. For example, currently no signs under any circumstances are allowed in the Town's right-of-way. In Barrington, enforcement is by complaint.

TA MacIver shared in a recent discussion with New Hampshire Department of Transportation (DOT) he learned no signs should be placed in a median of any state highway. If DOT is informed of signs in a median or any issue, they are more likely to address it.

Motion to allow the Planning Board to function as independent body and allow them to review and to bring forward any zoning ordinance they would like to bring forward 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 for the Select Board to send a letter to the DOT encouraging the removal of improper signs by Selectperson Hardekopf, seconded by Chair Cappiello. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. *The motion passed.*

Fiscal Year Budget

8:20pm. The School District is unable to change to a May or April Town Meeting due to their contract requirements, so the Town changing to a fiscal year budget would require two Town Meeting elections. TA MacIver suggested the Select Board stop evaluation fiscal year change due to lack of a net benefit to the Town. The Select Board agreed by consensus.

NEW BUSINESS

EMS Week Proclamation

8:25pm. 2023 EMS Week is May 21-27. The Select Board was asked to adopt EMS Week as well as a prepared proclamation.

Motion to adopt the 2023 EMS Week Proclamation by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. All aye. *The motion passed.*

Public Works Week Proclamation

8:26pm. 2023 Public Works Week is May 21-27. The Select Board was asked to adopt Public Works Week as well as a prepared proclamation.

Motion to adopt the 2023 Public Works Week Proclamation by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. All aye. *The motion passed*

Issuance of a Building Permit on Small Road, a Private Road, for Derek & Melissa Ceppetelli, Map 106, Lot 4 – Removed from Consent Agenda

8:26pm. Selectperson Hardekopf expanded on her comment earlier regarding applicant gaining approval of the ZBA, explaining she was acting in her own voice. It was clarified in the ZBA the updated space would be insulated but not used as living space.

Chair Cappiello and Vice-Chair Saccoccia would like to see clarified documents.

The Board and TA MacIver discussed the current policies and definitions, including what makes a finished space a dwelling space, and the need for policy changes to clearly define when a use changes. This would assist in clarifying when a permit is Category II vs Category III.

The Select Board requested resubmission of this application to include documents that accurately reflect the use of the space as well as a letter confirming the area above the garage will not be used as dwelling space, but storage.

SELECT BOARD REPORTS AND CONCERNS

8:44pm.

Selectperson Hardekopf – Shared the ZBA reviewed Small Road, which was reviewed by the Select Board tonight.

Selectperson Gibson – The Conservation Commission met May 11th, Doug Bogen replaced Ken Grossman as Chair. They've been reviewing various proposals and discussing easement monitoring. Town Lands is looking to relocate meetings to the Town Hall small conference room on Saturday mornings at 7:30am. The next meeting will be June 17th, and they will be walking the property at the highway garage to review possibly forestry plans, and plan to do the same at Goodwill. Conservation and Town Lands have had some significant conversations regarding parcels adjacent to the Town Forest.

Selectperson Mannschreck – The School Board discussed and formalized a new disciplinary program. Was unable to attend the library meeting, the Transfer Station and Recycling Center Committee and Advisory Budget Committee have not met since the last Select Board meeting.

Vice-Chair Saccoccia – Was unable to attend the Tech Committee meeting. Recreation is planning camp and looking for staff, had a discussion with library regarding new space and are going to have a large software update at the end of June.

Chair Cappiello – Was unable to attend the recent Planning Board meeting.

PUBLIC COMMENT

8:50pm. *Public Comment opened.*

Nathan Gray, Dry Hill Rd – Asked for clarification and provided information about his planned renovation. His permit was approved on the consent agenda.

Dave Mott – 486 Berry River Road – Introduced himself and shared it was interesting to see the discussion. Once served as a member of the Planning Board.

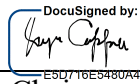
Fire Chief Rick Walker – Provided a brief history of the intent for the Class VI/Private Road Policy. The increase of living space that allows for potential added traffic such as adding rooms or making a three season home a year-round residence is the issue.

8:55pm. There were no additional public comments. *Public comment closed.*

ADJOURNMENT

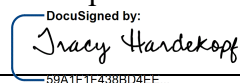
8:55pm. Motion to adjourn the May 22, 2023 Select Board meeting by Selectperson Mannschreck, seconded by Selectperson Hardekopf. All aye. ***The motion passed.***

Additional information and links to all reviewed documents can be found in the May 22, 2023 Town Administrator's Report.. The next meeting will be held on June 12, 2023.

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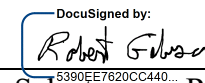
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June 12, 2023

Date Minutes Were Approved