



BARRINGTON, NH SELECT BOARD MINUTES

Monday, May 23, 2022

The Select Board meeting for Monday, May 23, 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, Selectperson Saccoccia, Selectperson Cappiello, Selectperson Gibson, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle. Vice-Chair Bailey 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 – Present, Gibson – Present, Saccoccia – Present, Bailey – Not 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: J. Police Department Equipment Grant for \$100,000 and K. Tricentennial Fireworks Display.

Motion to approve the [Agenda for the May 23, 2022](#) Select Board meeting with the addition of items J and K to the Consent Agenda by Selectperson Cappiello, seconded by Selectperson Gibson. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye.

PUBLIC COMMENT

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

6:32pm. *Public Comment opened.*

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

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison Report

6:34pm. Members of the School Board were unable to attend the Select Board meeting due to a joint meeting with the Dover School Board.

Acquisition of an Access Easement on a Portion of Map 251, Lot 63 per RSA 41:14-a

6:34pm. This Public Hearing is a requirement in RSA 41:14-a, as it is the acquisition of land. The Conservation Commission and Planning Board have reviewed and recommend this be accepted. The first public hearing was held on May 9, 2022 and the Select Board is expected to vote on acceptance of the easement at the June 13, 2022 meeting.

PUBLIC COMMENT

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

6:34pm. *Public Comment opened.*

6:36pm. *There were no public comments. Public Comment closed.*

CONSENT AGENDA

6:36pm. During the Agenda Approval portion of the meeting, the Select Board approved the addition of items J and K. Motion to approve the Monday, May 23, 2022 Consent Agenda as amended (A-K) by Selectperson Saccoccia, seconded by Selectperson Gibson. Capiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. ***The motion passed.***

A. **Meeting Minutes May 9, 2022**

*Motion to approve the May 9, 2022 minutes – **Passed on the consent agenda.***

B. **Meeting Minutes May 10, 2022**

*Motion to approve the May 10, 2022 minutes – **Passed on the consent agenda.***

C. Previously Submitted/Signed Requests for Signature

- i. Meeting Minutes for April 25, 2022
- ii. First Half 2022 Property Tax Warrant
- iii. Barrington Day/Tricentennial Proclamation
- iv. 2022 EMS Week Proclamation
- v. 2022 Public Works Week Proclamation
- vi. Accounts Payable 2022-220
- vii. Payroll Manifest 2022-119
- viii. Payroll Manifest 2022-119B_Fire
- ix. Exemption Denial for Map 24 Lot 11
- x. Exemption Denial for Map 17 Lot 26-R
- xi. Exemption Denial for Map 234 Lot 28
- xii. Exemption Denial for Map 238 Lot 16-1
- xiii. Intent to Cut for Map 224 Lot 49
- xiv. Intent to Cut for Map 238 Lot 8
- xv. Intent to Excavate for Map 22 Lot 27-10
- xvi. Land Use Change Tax for Map 261 Lot 59
- xvii. Certification of Yield and Tax Warrant for Map 238 Lot 36

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

D. New Requests for Signature

- i. Accounts Payable Manifest 2022-221
- ii. Payroll Manifest 2022-120

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

E. Renew Postage Machine Lease

*Motion to authorize the postage machine lease with Formax for 5 years (60 months) at \$156.13/month and authorize the Town Administrator to sign – **Passed on the consent agenda.***

- F. 2022 Crack Sealing Award
*Motion to award the 2022 Crack Sealing Request for Proposals to Spots on Lots for a base bid of \$24,214.45 (\$0.65/square yard) from the properly budgeted Highway Department's Paved Roads budget - **Passed on the consent agenda.***
- G. 2022 Land Sale Auction
*Motion to schedule a late summer/early fall Town-owned property auction with NH Tax Deed & Property Auctions – **Passed on the consent agenda.***
- H. New Town Hall Phone Line Contract
*Motion to authorize a six-line, three-year, \$183/month (plus additional surcharges) Consolidated Telephone line contract for the new Town Hall and authorize the Town Administrator to sign. – **Passed on the consent agenda.***
- I. New Town Hall Furniture
*Motion to authorize an additional \$2,964 for furniture at the new Town Hall for a total of \$48,249 to Bay State Office Furniture – **Passed on the consent agenda.***
- J. Police Department Grant Opportunity
*Motion to approve preliminary acceptance of up to \$100,000 in ARPA funding for the Police Department to purchase Mobile Data Terminals (MDTs) and to allow staff to sign necessary documentation to move forward with the grant process - **Passed on the consent agenda.***
- K. Tricentennial Fireworks
*Motion to approve a \$5,000 expenditure for fireworks from the Tricentennial Expendable Trust Fund for the Tricentennial Celebration - **Passed on the consent agenda.***

APPOINTMENTS

Advisory Budget Committee

6:38pm. John Morris has applied for a full re-appointment to the Advisory Budget Committee, with a term expiring in 2025. Pursuant to the Select Board's Appointment to Boards Procedure, this application was presented for discussion at the May 9, 2022 meeting.

*Motion to reappoint John Morris to the Advisory Budget Committee as a full member with a term expiring in 2025 by Selectperson Saccoccia, seconded by Selectperson Gibson. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. **The motion passed.***

Zoning Board of Adjustment

6:40pm. Cheryl Huckins previously served on the Zoning Board and has applied for reappointment. A term expiring in 2023 is proposed. The Select Board briefly discussed Mrs. Huckins' previous appointment to the ZBA. Pursuant to the Select Board's Appointment to Boards Procedure, this application was presented for discussion at the May 9, 2022 meeting.

Selectperson Cappiello shared that the Town's attorney was consulted regarding Mrs. Huckins being appointed while her husband, John Huckins, is the Code Enforcement Officer. She also encouraged others, including those who raised objections, to apply for a position on the Zoning Board.

*Motion to appoint Cheryl Huckins to the Zoning Board as a full member with a term expiring in 2023 by Selectperson Saccoccia, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. **The motion passed.***

6:41pm. Andre Laprade has requested appointment to the Zoning Board of Adjustment. An alternate appointment with a term expiring in 2023 is proposed. Pursuant to the Select Board's Appointment to Boards Procedure, this application was presented for discussion at the May 9, 2022 meeting.

*Motion to appoint Andre Laprade to the Zoning Board as an alternate member with a term expiring in 2023 by Selectperson Saccoccia, seconded by Selectperson Gibson. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. **The motion passed.***

STAFF REPORTS

May Work Anniversaries

6:42pm. These were read aloud at the May 9, 2022 meeting. Thank you for your dedication to the Town of Barrington!

Donald Millette	Firefighter	24 Years
Kimberly Kerekes	Town Clerk	22 Years
Antonio Maggio	EMS Chief	20 Years
Wendy Rowe	Assistant Library Director	18 Years
Matthew Parker	Firefighter/EMT	9 Years
Ben Watson	Evening/Weekend Supervisor	7 Years
Charles Kilgour	Transfer Station Attendant	4 Years
Richard Wentworth	Transfer Station Attendant	4 Years
Joseph Spinney	Firefighter	4 Years
Regina Lytle	Town Clerk Assistant	3 Years
Joseph Clark	Transfer Station Attendant	1 Year

Richardson Pond Dam - Update

6:42pm. On May 5, 2022 stakeholders met to discuss reconstruction options at Richardson Pond Dam as the final step of the identified scope that was awarded to Milone and MacBroom (now SLR) at the Conservation Commission's December 26, 2019 meeting. Engineers from SLR [proposed to reconstruct the dam](#) with a lower earthen portion, maintaining the water level but making the dam non-jurisdictional as suggested by NHDES.

Further, the group agreed to a late summer/fall 2023 construction window. At the request of the stakeholders, Barrington's Emergency Services were consulted and requested the dam be capable of supporting a vehicle for emergency access. Development of a scope and engineer selection are the next steps, with a design desired by the end of 2022.

Fire Chief Rick Walker explained the reasons Emergency Services prefer a bridge that can support the weight of a vehicle, especially in the case of a forest fire.

Recreation Grant Opportunity

6:47pm. The Recreation Department is interested in a grant opportunity through DHHS for \$160,000 which would allow them to purchase a 15-passenger van and develop a Teen Exploration Adventure & Mentoring (TEAM) program for youth ages 12-17, an age group that typically has a severe decline in participation and programming. Due to a tight deadline window, the Town Administrator and Recreation Director agreed to apply for the grant and request the

Select Board's approval as soon as possible. The Select Board did not object to moving forward with the grant application.

2022 First Half Tax Bill Insert

7:53pm. Tax bills were mailed the week of May 16th, with payments due July 1st, 2022. The Town has included an insert with the bills in recent years, including this year's [First Half Tax Bill Insert](#). TA MacIver reviewed the contents of the insert.

Trustee of the Trust Fund Vacancy

6:49pm. Lindsey Maziarz, an elected Trustee of the Trust Funds, has resigned from her position. The Select Board, at its earliest convenience, will need to appoint an individual to serve for the remainder of her term (until 2024). Trustees of the Trust Fund are required to only approve and release certain funds when they are confident an expenditure meets the requirements of a fund. Interested residents are asked to submit an [Appointment to Board Application](#). TA MacIver requested the Select Board choose a deadline for submissions, and suggested they plan to review applications and select an appointee at the June 27, 2022 meeting, and extend the date if necessary. The Select Board agreed by consensus.

Municipal Office Administrator Caudle

6:52pm. MOA Caudle requested additional signatures for:

- Three Oaths for Appointments approved earlier this meeting
- Police Union Memorandum of Understanding

OLD BUSINESS

Waste Management Inflationary Cost Increase

6:52pm. Peter Lachapelle met with the Select Board at the May 9, 2022 meeting to explain the reasoning for the requested increase. The Select Board discussed thoughts and concerns regarding a 3% increase, the possible option of requesting a contract extension or negotiation.

Transfer Station Administrator Erin Paradis spoke to the question of why certain communities were given different percentage increases, including different services being provided, such as curbside pickup.

Motion to reach out to Waste Management and request an extended contract in return for a 3% increase by Selectperson Gibson. *There was no second.*

Motion to not accept the Waste Management cost increase until an updated draft proposal is created between Waste Management and Barrington by Selectperson Saccoccia.

Selectperson Gibson requested the addition of a contract extension to the motion. Selectperson Saccoccia agreed with the amended motion.

Motion to not accept the Waste Management cost increase until an updated draft proposal is created between Waste Management and Barrington to include a contract extension by Selectperson Saccoccia, seconded by Selectperson Gibson. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. ***The motion passed.***

Erin shared that going forward, Waste Management will create either five or seven-year contracts, not nine-year contracts as had been done previously.

Purchase Additional Poll Pad

7:02pm. Following the success of the poll pads at the previous election, the Select Board suggested the Town Clerk consider the purchase an additional poll pad. The Town Clerk agrees it would be helpful to have an additional poll pad, bringing the total to six.

Motion to authorize the purchase of an additional Poll Pad using the Election Equipment budget line (which will be overspent due to the unanticipated purchase) of up to \$2,000 by Selectperson Gibson, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. *The motion passed.*

NEW BUSINESS**Police Department Sign-On Bonus Proposal**

7:09pm. Police Chief George Joy shared information regarding current sign-on bonuses for other New Hampshire communities. He stated his dislike of sign-on bonuses in general, but with the current situation with acquiring certified staff, he feels it is necessary. He is requesting a \$10,000 sign-on bonus for a certified officer. He stated he does not intend to pay a \$10,000 bonus plus a contract buy-out, that would be the responsibility of the hired officer. This year it will not be an issue budget-wise. There is currently one opening. Chief Joy shared the challenges of hiring an uncertified officer, the delay required to put them through the academy and training, and the inability for them to work independently.

The intent is for the sign-on bonus to be prorated, with \$5,000 initially, \$5,000 after one year, and a three-year retention requirement.

Motion to approve a Police Department \$10,000 sign-on bonus for a newly hired certified officer upon the review of a contract by Chief Joy and TA MacIver by Selectperson Saccoccia, seconded by Selectperson Gibson. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. *The motion passed.*

Preserving Open Field Space – Calef's Field

7:20pm. Selectperson Saccoccia explained that he and others in the community had presented TA MacIver with a proposal to preserve Calef's Field. TA MacIver provided additional details, including requirements for civic use or open space requirements, with 15-25% of spaces over 10 acres being required to be open space. The Town could make a request to property owners or a developer to maintain the property (or a similar property) in perpetuity as open space or civic use.

The Select Board agreed by consensus to draft a letter to be sent to the current property owners and be available for the Planning Board during any future development review..

Ayers Lake Association Proposal

7:28pm. TA MacIver shared a short history of the Ayers Lake boat access, an informal area the public has used to access the lake, and the efforts to both limit access and protect the lake, including from invasive plants such as milfoil. TA MacIver also shared the possibility of the Town receiving FEMA funding that could be used for improving drainage issues a 2019 estimate set the cost at \$1.9 million. Recently, the Ayers Lake Association presented [a request to the Town](#) proposing solutions to various concerns regarding the lake.

Dan Cassidy, citizen of Barrington and lives on Ayers Lake, shared at one point camp Fireside put a rock in the access point to prevent access, and signs which had been previously placed

regarding invasive plants had been removed until the Town placed one this fall. His opinion is that if the Town is the owner, they should be responsible stewards of the access point. He highlighted three steps the Town could take to protect the lake, which are items 1, 5, and 7 on the memo.

Selectperson Saccoccia asked if the Ayers Lake Association would be willing to participate in paying for part of the improvements. The Association has been setting aside funds for the eventual cost of remediating invasive plants. Additionally, Ayers Lake does not have a formal launch area or employed “launch host” and would have difficulty with establishing such an area due to the layout of the area.

There was additional discussion of the access at Camp Fireside and some history of the Town, conservation land, State rules regarding ownership, easements, Ayers Lake Association, and Camp Fireside regarding the lake.

Matt Towne, resident of Barrington on Ayers Lake, stated this is not an issue of sharing the lake or allowing access, but an issue of protecting the lake. He stated the signs are ignored. He said the issue is with motorboats that are brought in, not boats that are resident boats. He believes the access area needs to be limited or discontinued all together.

Michael Cavanaugh, resident of Barrington on Ayers Lake, stated he has launched boats for others, and questions the cleanliness of boats prior to assisting with launch.

The Select Board is interested in asking Road Agent Marc Moreau to look further into proposals 1, 5, and 7.

- 1) Repair the road at the launch so that water flows AWAY from the lake. This would include the repair of the banking, including the rocky slope used as a boat launch, such that it is stable and not prone to wash outs.
- 5) Stabilize the roadside at the carry-in access at Little Long Pond.
- 7) Preserve and re-establish vegetation along Daniel Cater Rd along the shore of Ayers Lake.

Ken Grossman, resident and Conservation Commission Chair, was encouraged by the Board’s interest in protecting the boat launch and TA MacIver’s suggestion for a review or creation of a policy.

Road Agent Marc Moreau shared that on Daniel Cater Road, the Town uses angular stone rather than sand, which solves issues of additional silt. The Town has not used road salt on gravel roads for at least three years. He added that instead of gravel fill, the Town is now using stone to maintain and improve the roads. Approximately a year before the current Road Agent was hired, the Town stopped using salt on its dirt roads. If there is salt increase in the lake, it’s due to adjacent roads. The Town had tried a treated salt years ago, but it’s treated with sugar, which increases algal blooms.

Personnel Plan Update

8:32pm. TA MacIver has suggested the Select Board appoint a committee to review the Personnel Plan including a member of the Select Board, a member of the Library Trustees, the Human Resources Administrator, two Department Heads, and two staff members.

The Select Board agreed by consensus to the creation of a committee. Chair Mannschreck will speak with Vice-Chair Bailey and see if he is interested in joining the committee.

Master Plan Chapter Updates Steering Committee

8:33pm. The Select Board previously agreed to partner with the Strafford Regional Planning Commission to update the Transportation and Land Use chapters of Barrington's Master Plan. The Planning Board decided at their May 17, 2022 meeting to establish a Steering Committee charged with developing these updates. In response, the Town Planner [prepared a memo](#) describing the committee and meetings. The committee as proposed will include two members of the Planning Board (John Driscoll and Andy Melnikas), a Select Board member, a Conservation Commission member, the Town Planner, and two citizens.

Selectperson Cappiello volunteered to serve as the Select Board representative. TA MacIver encouraged citizens who are not normally involved in the Town to consider involvement in this or other projects.

SELECT PERSON REPORTS AND CONCERNS

8:38pm.

Selectperson Cappiello – The Planning Board held public hearing on site review and zoning regulation changes, there was citizen input and some changes that will go to public hearing at the next meeting.

Selectperson Gibson – Conservation met on the 12th, largely discussing the Ayers Lake proposal, also touched on the priorities of the Master Plan in relation to conservation.

Selectperson Saccoccia – Recreation is working on grants and preparing for summer camps. The fishing derby was last Saturday, with approximately 60 children participating.

Chairperson Mannschreck – No recent Transfer Station Meetings, the School Board meeting is today and the next meeting is a workshop. The ABC won't meet until September.

PUBLIC COMMENT

8:40pm. *Public Comment opened.*

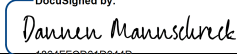
George Joy, Police Chief – Chief Joy and Deputy Chief Brooks sat down with CMA engineering for several hours in regards to the feasibility study, and feels there is good forward momentum.

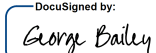
8:43pm. *There were no additional public comments. Public comment closed.*

ADJOURNMENT

8:43pm. Motion to adjourn the May 23, 2022 Select Board meeting by Selectperson Saccoccia, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. ***The motion passed.***

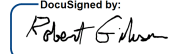
Links to all reviewed documents can be found in the [May 23, 2022 Town Administrator's Report](#).

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 Chairperson D. Mannschreck

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 Selectperson J. Saccoccia

 Selectperson J. Cappiello

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 Selectperson R. Gibson

 June 13, 2022
 Date Minutes Were Approved