



BARRINGTON, NH SELECT BOARD MINUTES

Monday, October 2, 2023

The Select Board meeting for Monday, October 2, 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 Mannschreck, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator Caudle.

CALL TO ORDER, ROLL CALL ATTENDANCE

6:30pm. Chair Cappiello called the meeting to order and requested 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 requested item “F” be removed from the Consent Agenda and be addressed during Public Hearings and Invited Guests.

6:31pm. *Selectperson Mannschreck joined the meeting.*

Motion to approve the October 2, 2023 meeting agenda as amended by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

PUBLIC COMMENT

6:31pm. *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.*

6:32pm. *Public Comment opened.*

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

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison Report

6:32pm. No members of the School Board were available to provide an update.

Jacob Hartford Haunted Walk Wood Chips

6:32pm. Jacob and Timothy Hartford of 6 Keefe Road explained they are requesting a load of wood chips to improve the safety on their annual Haunted Walk. The walk is free of charge, donations are welcome. It's approximately 6:30-9:30 October 27th & 28th. A parking plan has been coordinated with Public Safety.

Selectperson Hardekopf requested the family sign a release that the Town will not be liable for any damages or injuries due to the wood chips.

Chair Cappiello clarified that the Town does not have sufficient wood chips for anyone who may request them; however, as this has become a large community event, in this case the Board feels it is an acceptable situation to provide the chips.

Motion to allow the Hartford family to pick up wood chips from the Highway Department for use on the trails of a free haunted walk at 6 Keefe Road in Barrington, to include a signed waiver by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. **The motion passed.***

Capital Improvement Program and Funding

6:35pm. Vanessa Price, Town Planner, presented information regarding the process of updating the Town's Capital Improvement Plan (CIP), some specific suggested updates, and the next steps. Any suggestions for changes by the Select Board will be brought back to the Planning Board. The Planning Board will vote on the adoption of the CIP at the November 7, 2023 meeting.

Selectperson Mannschreck noticed a discrepancy between the current and previous library proposal in the narrative; this will be updated. Selectperson Hardekopf asked about the school demographic study. All planned development was not included in the demographic study; a significant number of homes will be built over the next few years that are expected to increase the volume in the schools. TA MacIver shared the Select Board could request the school not propose an expansion to voters in 2025 as planned, but that they delay the proposed expansion. Selectperson Hardekopf proposed a feasibility study be completed in 2025 prior to a vote for a bond in 2026. Town Planner Price suggested impact fees could be considered as a funding source as well.

Selectperson Gibson requested a final document from the Strategic Planning Session. TA MacIver will work with the facilitator to complete the document.

The Board discussed the Richardson Pond Dam, the Planning Board and Select Board disagreeing about the priority of the dam on the CIP. TA MacIver explained the Department of Environmental Services (DES) is deciding if the removal of the dam is considered restoration or impact; the Town is unable to move forward until the determination is made.

The Select Board agreed by consensus to hold off on a recommendation regarding a bond for expansion until the numbers for enrollment have come in.

Selectperson Mannschreck asked about completing an energy audit for the current library/recreation center meeting, and how that would change if the Recreation Department were to take over the space upstairs.

October 2, 2023

Chair Cappiello shared there was a legal review in 2020 that recommended *against* eliminating the Lakeside Oaks Drive culverts.

TA MacIver reviewed recommended changes to the Projects/Priorities as presented in the CIP and suggested:

- a. Defer the Riprap Filter for Swains Dam to 2025 and contribute to the Dam Engineering/Repair/Replacement Capital Reserve in the intervening years to fund the project appropriately.
- b. Increase the Public Safety Building Design, Engineering, and Impact Fee Study to \$150,000.
- c. Delay the Effective Heating/Cooling of Recreation Building to 2025 to allow for implementation of energy audit recommendations.

Funding source recommendations were provided by TA MacIver, including Capital Reserve contributions, warrant articles, and presenting bonds to voters. Some items already have funding available or will within the next few years if current plans are continued, while others have a plan in place to consider options for funding.

TA MacIver provided a brief explanation of what a remodeled upstairs Recreation Center might look like, and that there is a conceptual plan in place.

The Select Board agreed by consensus to consider including the cost to renovate the vacated Library area into Recreation Department space in the warrant article for the new Library location when more information is available regarding costs.

TA MacIver reviewed the following funding source recommendations:

- a. Dam Engineering/Repair/Replacement Capital Reserve - \$200,000 (2024 & 2025)
- b. Public Safety Building Design/Engineer/Impact Fee Study - \$150,000 warrant article (2024)
- c. Recreation gym wall energy audit & other recommended improvements – ARPA funds
- d. Library proposal - ~ \$3.5 million warrant article (2024)
- e. Richardson Pond Dam Replacement - \$200,000 warrant article plus \$150,000 from Conservation Fund (2024)
- f. Young Road/Swains Lake causeways – total \$10.5 million bond warrant article (2025)
- g. Public Safety Building renovation/addition - \$3.1 million bond warrant article (2025)
- h. Highway Heavy Equipment Capital Reserve - \$300,000 (annually through 2026) then reduce to \$150,000 annually
- i. Fire Truck Capital Reserve - \$100,000 (through 2025), \$150,000 (2026-2027), \$200,000 (through 2031) warrant articles
- j. Old Settlers Road Bridge project - \$220,000 warrant article (2024)

After discussion about the projects, the Select Board supported the proposed reprioritization and considered funding plans for each project. Specific funding plans for the Richardson Pond Dam will be discussed at future meetings..

Selectperson Hardekopf requested the funding be ordered by department. TA MacIver explained there is a spreadsheet in that format, with projects by department and with prioritization by department.

October 2, 2023

TA MacIver will provide information regarding appropriations over the last 15 years at a future meeting at the request of Selectperson Gibson.

CONSENT AGENDA

7:46pm. *Motion to approve the Monday, October 2, 2023 Consent Agenda as amended (having previously removed "F") by Vice-Chair Saccoccia seconded by Selectperson Hardekopf. Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. Saccoccia: Aye. **The motion passed.***

A. Meeting Minutes September 11, 2023

*Motion to approve the September 11, 2023 minutes. – **Passed on the Consent Agenda.***

B. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable Manifest 2023-238
- ii. Accounts Payable Manifest 2023-239
- iii. Payroll Manifest 2023-137
- iv. Payroll Manifest 2023-137Fire
- v. Payroll Manifest 2023-138
- vi. Payroll Manifest 2023-138B
- vii. Voluntary Change of Address – Map 219 Lot 30
- viii. Voluntary Change pf Address – Map 219 Lot 29
- ix. Dudzik Letter of Support
- x. Strafford MPO Appointment
- xi. SRPC Commissioner Appointment
- xii. Oath of Office – SRPC – Towne
- xiii. Oath of Office – Planning - Donna Massucci
- xiv. Oath of Office – Strafford MPO – Vanessa Price
- xv. Meeting Minutes – August 14, 2023

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

C. New Requests for Signature

- i. Accounts Payable Manifest 2023-240
- ii. Payroll Manifest 2023-139
- iii. Winter Contractor 2023-2024 Agreement – Hatch
- iv. Winter Contractor 2023-2024 Agreement - Spinale

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

D. Authorization for Town-Affiliated Groups to Have a Table at the Transfer Station

Staff have requested approval for Town-affiliated groups to use space at the Transfer Station to engage residents without requiring individual approval by the Select Board.

*Motion to authorize all Town-affiliated groups to use space at the Transfer Station to engage residents subject to the review/scheduling of the Transfer Station Administrator. – **Passed on the Consent Agenda.***

E. 2023-2024 Salt Bid Award

Two bids were received for the 2023-2024 road salt. Staff are recommending the bid be awarded to Eastern Minerals.

*Motion to award the 2023-2024 Salt Bid to Eastern Minerals at \$71 per ton. – **Passed on the Consent Agenda.***

F. Jacob Hartford Haunted Walk Wood Chips

This item was removed from the consent agenda and discussed during Hearings and Invited Guests.

G. Canned Water Grant Acceptance – Am-Bev

The fire department was [awarded a grant](#) to receive a pallet of canned water from Am-Bev; this grant program is aimed at keeping emergency personnel hydrated during prolonged incidents and national disasters.

*Motion to accept the emergency drinking water grant (pallet of canned water). - **Passed on the Consent Agenda.***

H. Boat Launch Grant Matching Funds - \$33,333

The Town has been notified of eligibility for up to \$100,000 from the [municipal boat launch investment program](#), with a requirement of 25% matching funds to be provided by the Town. The funds will be utilized from the 2023 Incident Fund.

*Motion to authorize matching grant funds up to \$33,333 from the 2023 Incident Fund for the Ayers Lake/Daniel Cater Road Boat Launch program. – **Passed on the Consent Agenda.***

I. Issuance of a Building Permit on Castle Rock Road for Timothy and Sonia Whitehouse, 224-49

This is a [Category 2 application](#) and has been found to comply with the Town's Class VI & Private Road Building Policy.

*Motion to authorize the issuance of a building permit for Map 224, Lot 49 as presented. – **Passed on the Consent Agenda.***

J. Reject Forestry Cab, Chassis, and Utility Body Proposal

The Town received one bid from Bulldog Fire Apparatus for the recent Forestry Truck Bid Specification. The bid exceeds the scope and cost anticipated by the Town, and staff recommend rejecting the bid, and instead reviewing the process and replacement plan with a plan to come forward at a future Select Board meeting.

*Motion to reject the Forestry Truck bid in order to reevaluate the budget and process. – **Passed on the Consent Agenda.***

APPOINTMENTS

[Energy Committee – Cynthia Hoisington](#)

7:47pm. Ms. Hoisington is seeking appointment as a full member of the Energy Committee with a term expiring in March of 2025. She was appointed to an alternate position in July 2023, expiring in March, 2026. This appointment request follows the resignation of Energy Committee member Alyssa Papineau.

Pursuant to the Select Board's Appointment Procedure, this appointment does not require two meetings as the applicant is a current alternate.

Motion to appoint Cynthia Hoisington as a member of the Energy Committee with a term expiring in 2025 by Selectperson Hardekopf, seconded by Selectperson Gibson. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. **The motion passed.***

October 2, 2023

Library Trustee Alternate – Ezra Hodgson

7:47pm. Mr. Hodgson is seeking appointment as a Library Trustee Alternate with a term expiring in March of 2024.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for vote at the October 16, 2023 meeting.

Isinglass Local River Advisory Committee – Anne Melvin

7:48pm. Ms. Melvin is seeking reappointment as a full member of the Isinglass Local River Advisory Committee with a term expiring in 2026. This appointment is subject to RSA 483:8-a.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for vote at the October 16, 2023 meeting.

Trustee of Trust Funds – Sally Varney

7:48pm. Ms. Varney has applied to fill the vacant position on the Trustee of Trust Funds following the resignation of Chelsie Fitzgerald. This is an elected position, however, per RSA 669:73, *Vacancies in the office of trustee of the trust fund shall be filled by appointment made by the board of selectmen for the remainder of the unexpired term.* A full appointment with a term expiring in March 2025, the remainder of the vacated position, is proposed.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for vote at the October 16, 2023 meeting.

STAFF REPORTS**August Work Anniversaries**

7:49pm. TA MacIver presented the employees celebrating an anniversary in Barrington and explained the value of longevity to residents. Thank you for your dedication to the Town of Barrington!

Samuel Surawski

Police Officer

4 Years

Training Opportunities

7:49pm. TA MacIver shared and provided additional information regarding upcoming training opportunities:

1. October 4, 2023 9am-12:30pm (Concord/Virtual) 2023 Hard Road to Travel Workshop
2. October 12, 2023 9am-1pm (Concord/Virtual) 2023 Right-to-Know Law: Public Meetings & Governmental Records
3. October 14, 2023 9am-3pm (Concord) 2023 Land Use Conference – Planning Board
4. October 21, 2023 9am-3pm (Concord) 2023 Land Use Conference – Zoning Board
5. November 15-16 (Manchester) NHMA Conference

2024 Budget Binder Webpage

7:51pm. The 2024 Budget Binder, consisting of approximately 300 pages, is available in its entirety at: www.barrington.nh.gov/2024budget.

Additionally, Advisory Budget Committee Meetings are available for virtual participation at www.barrington.nh.gov/abcmeetings. Recordings of these meetings as well as other recorded meetings are available on the Town's YouTube channel: www.youtube.com/BarrNHGov.

The Select Board budget development process will kick off October 16th.

October 2, 2023

Voter Checklist Updates

7:53pm. TA MacIver provided a brief update on the voter checklist, including that there was a reduction of approximately 300 voters between July and September following a purge utilizing data from the US Postal Service, which was available for the first time this year. There are currently 6,345 voters as of September 27, 2023.

Seacoast Shipyard Association Data

7:54pm. The Town received a report regarding the economic impact of the Portsmouth Naval Shipyard on communities in New Hampshire. Interestingly, 157 Barrington residents are employees at the Portsmouth Naval Shipyard, with a total of \$13.3 million in payroll. This is the fifth highest number of employees of all NH municipalities, and the Town (not city) with the highest number of residents employed at the shipyard.

Community Power Handout and Discussion

7:56pm. The Energy Committee intends to bring forth a warrant article in 2024 regarding community power. The Community Power Coalition has provided a handout with information regarding Community Power Programs. As the Town is unable to spend funds on advocating for or against any warrant article, the Town's counsel advised this handout could be provided as information for the Select Board, as well as made available on the [Town's website](#).

There will be a Public Hearing during an upcoming Select Board meeting.

105 Ramsdell Lane Energy Audit Report

8:00pm. The energy audit of 105 Ramsdell Lane [has been completed](#); this audit was grant-funded. TA MacIver explained the Town will be applying for a \$1 million grant for improvements at 105 Ramsdell to make it a true community center. The proposal will include options for if the Library remains at 105 Ramsdell or moves to a new location. a 15% grant match would be required; the Recreation Commission has committed funds from the Recreation Revolving fund for the match.

NH Saves has up to 100% funding available if the beneficiaries are low or moderately low income, which might allow the Town to fund initiatives at the Food Pantry at up to 100%. There are no shovel-ready plans but it is something to look towards in the future.

Chair Cappiello asked for the cost of heating and electricity at 4 Signature Drive. TA MacIver will provide this information at a future meeting.

Municipal Office Administrator Caudle**Request for Signatures**

8:05pm. MOA Caudle requested signatures for items on the Consent Agenda as well as an Agreement and Releases for the Class VI/Private Road permit and oaths for the two appointments approved previously in the meeting.

OLD BUSINESS**Public Safety Building and 105 Ramsdell Generator Project Award**

8:05pm. Selectperson Hardekopf asked about the warranty on the generators. TA MacIver explained as part of the bid requirements, a 5-year warranty was required.

The [Request for Proposal for the Public Safety and 105 Ramsdell Generator Project](#) resulted in six (6) responses. On Monday, September 25th, Wayne Noyes of Generator Connection reached out to

October 2, 2023

the Town and indicated he had submitted a bid with a miscalculation and provided an amended proposal. With the amended proposal, which remains more than \$60,000 under the next lowest bid. Staff recommend awarding the bid to Generator Connection, a Barrington-based business who has provided services to the Town (including at 4 Signature Drive).

Motion to award the Public Safety Building and Emergency Communications Tower/105 Ramsdell Lane Generator scope to Generator Connection, the low bid at \$188,050, using the \$74,500 FEMA grant and \$113,550 from the Town's ARPA allotment by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

NEW BUSINESS

Consolidated Communications – BMGI Grant

8:10pm. Consolidated Communications/Fidium Fiber has prepared a plan to add 2,200 additional addresses to their service in Barrington. The project would be funded by their own capital as well as grant funds. The grant program, Broadband Matching Grant Initiative (BMGI) is through the New Hampshire Department of Business and Economic Affairs (BEA).

At the 2023 Town Vote this past March, the Town overwhelmingly supported working with Consolidated Communications to explore funding opportunities to bring fiber to Barrington homes.

TA MacIver explained the locations in red/orange in the plan are considered underserved/unserved and will be eligible for funding by the grant.

Motion to support the Consolidated Communications Broadband Matching Grant Initiative application by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

Strafford's Select Board will be voting on supporting this grant at their Select Board meeting tomorrow, October 3, 2023. TA MacIver encouraged any who know Strafford's Select Board members to reach out and voice their support for the grant.

SELECT BOARD REPORTS AND CONCERNS

8:15pm.

Selectperson Hardekopf – The ZBA approved one special exception and one variance related to one property and had one continuance related to commercial animals in residential areas which will be considered in October. She was unable to attend the Housing Chapter Update meeting on Saturday, and noted the majority of responses have come through Facebook.

Selectperson Gibson – There is an Energy Committee meeting this Thursday. There is no new information from Conservation. Selectperson Gibson attended the Housing Master Plan session, and shared it was not very well attended, but encouraged the completion of survey.

Selectperson Mannschreck – The Library will meet with the Library Building Committee on 10/25, with the hope to have more details on the plan from the architect after that meeting. The School Board will be holding a Town Meeting Thursday 10/5 at the SAU 74 office to discuss spending \$133,000 received from the state. The Advisory Budget Committee will start meeting Tuesday 10/10.

October 2, 2023

Vice-Chair Saccoccia – The Technology Committee is working on finalizing upgrades. The Class VI/PR committee has a final draft to legal for review. The Recreation Department has received a new van. TEAM program (for teen leadership development) [Fall Fest](#) will be held at the elementary school on 2:30-5:30 on October 21st this year.

Chair Cappiello – Was unable to attend the most recent Planning Board meeting. At the meeting they discussed the Capital Improvements Plan and any new ordinances they would like to present.

PUBLIC COMMENT

8:19pm. *Public Comment opened.*

Selectperson Hardekopf – Shared that the feedback from social media posts regarding the potential new location for the library project has been overwhelmingly positive.


8:20pm. There were no additional public comments. *Public comment closed.*

ADJOURNMENT

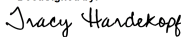
8:20pm. Motion to adjourn the October 2, 2023 Select Board meeting by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

Additional information and links to all reviewed documents can be found in the [October 2, 2023 Town Administrator's Report](#). The next meeting will be held on October 16, 2023.

Chairperson Joyce Cappiello

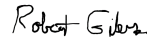
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Selectperson D. Mannschreck

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Selectperson T. Hardekopf

Vice-Chair J. Saccoccia

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Selectperson R. Gibson

October 16, 2023

Date Minutes Were Approved