



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

Monday, September 11, 2023

The Select Board meeting for Monday, September 11, 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.

Chair Cappiello called for a moment of remembrance for the lives lost due to the events on September 11, 2001.

### **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 – Present, Saccoccia –Present, Cappiello – Present.*

### **PLEDGE OF ALLEGIANCE**

**6:30pm.** Chair Cappiello led the Pledge of Allegiance.

### **AGENDA REVIEW AND APPROVAL**

**6:31pm.** Motion to accept the September 11, 2023 meeting agenda as presented by Selectperson Gibson, seconded by Vice-Chair Saccoccia. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. **The motion passed.***

### **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.*

**6:33pm.** *Public Comment opened.*

**6:33pm.** *There were no public comments. Public Comment closed.*

## **PUBLIC HEARINGS AND INVITED GUESTS**

### **School Board Liaison Report**

**6:33pm.** No members of the School Board were available to provide an update.

### **Alexander Bostrom – First Annual Ceppetelli 5K Turkey Trot**

**6:33pm.** Alexander Bostrom, resident of Barrington, shared he was a close friend of Drew Ceppetelli, a resident who passed away Thanksgiving Day 2022. In support of the Scholarship fund established by her family, he would like to organize a Turkey Trot, and has requested

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authorization from the Select Board to close or limit traffic on the route approximately 9am-10am on Thanksgiving. Police Chief George Joy estimates two officers will be necessary to support the event and has offered to work as one of the two.

Motion to authorize the partial closure of Chrissy Circle, Brewster Road, and Smoke Street for the Turkey Trot between 9am-10am on Thanksgiving, 2023 and to authorize additional staff and overtime as necessary for the road closures by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

**Marybeth Walker, Town Assessor – 2023 Revaluation Results**

**6:41pm.** Marybeth Walker, from Corcoran Consulting, explained the revaluation was necessary as the sale prices of properties continue to rise. If this wasn't completed, the median value of properties would be 71% of market value; they are currently 98% due to the revaluation. The range of sales was \$199,000-\$1.5 million in single family homes. Condominiums would have been 68%, are now approximately 98%. Single family homes, mobile homes, and waterfront homes will be seeing approximately 35-36% increase in value. Assessed value increased, overall, approximately 30%.

TA MacIver explained the state requires each municipality to have values equal to fair market values, and reviews them each year. The revaluation does not generate any additional revenue; voters decide what will be spent each year in March. A revaluation redistributes where taxes come from; 30% is the average, some individual taxpayers will pay more, others less than previous years. Properties are taxed based on the value of their properties, not the services received. The tax rate will be decreasing due to the increase in values.

At Vice-Chair Saccoccia's request regarding mixed use, Assessor Walker explained that each property is based on its use as of April 1<sup>st</sup>.

Assessor Walker explained residents can request a review of their assessment after receiving their final bill. They should check their assessing card for errors, and if found, reach out to Amanda Noyes for an appointment. The deadline for abatement applications is March 1.

Property record cards will be available online by next week, and the tax bill insert will include information about how to file for an abatement and available tax credits and exemptions.

Motion to approve the 2023 revaluation as presented by Selectperson Mannschreck, seconded by Selectperson Gibson. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

**Library Trustee Chairperson Susan Gaudiello – Proposed New Library – 426 Calef Highway**

**7:01pm.** Library Trustee Chair Susan Gaudiello explained a new opportunity has arisen for a new Town Library; a [former medical office at 426 Calef Highway](#). After touring the facility, and obtaining a [floorplan proposal](#), the Library Building Committee suggested to the Library Trustees that the walk-in clinic be pursued as the new library. The Library Trustees unanimously support the purchase and remodel of the building. The purchase and remodel of this building is anticipated

to be significantly less expensive than a new building. An estimated cost is currently being completed.

Selectperson Saccoccia voiced his concern regarding what the Memorandum of Understanding would look like with this acquisition. Chair Gaudiello explained nothing has been drawn up as the library has been housed in a Town building. It is a logical assumption the majority of costs for the building would be shifted to the Library budget if an independent building was acquired.

TA MacIver explained that an MOU would need to be established to spell out expectations and responsibilities and how the Town and Library are working together. Beginning the conversation now would be beneficial so there are some answers for the Advisory Budget Committee and residents in regards to costs.

TA MacIver and the Board discussed the value of being open and transparent with the community about costs and a potential purchase price. At this time, the Select Board is not being asked to authorize any expenditures, but to authorize the beginning of a conversation that could lead to the purchase of this property.

Motion to authorize the Town Administrator (working with the Select Board Chair and Library Trustee Chair) to negotiate a purchase and sale to acquire the property at 426 Calef Highway; the terms of the purchase and sale would be subject to Select Board review and approval at an upcoming meeting by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

#### **Issuance of a Building Permit on Kelly Lane, a Private Road, for Joseph Sweeney and Devon Beckwith, Map 234, Lot 6**

**7:19pm.** This application was reviewed and tabled at the August 14, 2023 meeting. Since that time, the applicant has completed work on the road and the [Planning Board supports](#) the approval of this application. The applicants have indicated that the road meets the standards pursuant to Option 1 of the policy.

**7:25pm.** *Public Comment opened.*

**Paul Purpora**, Kelly Lane – Owner of Kelly Lane and a contractor. He spoke to the improved condition of the road, and the plans for the future with this project. He does not support a paved apron.

**Rick Senechel**, 19 Kelly Lane – Stated an apron would be great, but to require an individual to add it would be unfair.

**7:28pm.** There were no additional Public Comments. *Public Comment closed.*

Mr. Sweeney expects the roadwork will be completed by October 15<sup>th</sup>.

Motion to authorize the issuance of a building permit for Map 234, Lot 6 on Kelly Lane as recommended by the Planning Board, excluding the requirement of a 15' paved apron on Route 9 by Selectperson Hardekopf, seconded by Vice-Chair Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

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**Issuance of a Building Permit on Holly Lane, a Class VI Road, for Kevin and Jean Roy, Map 270, Lot 74**

**7:29pm.** Kevin Roy, applicant and resident of 100 Old Concord Turnpike in Barrington was available for questions for the Board. This [application](#) was previously discussed at the August 14, 2023 meeting, where the Select Board requested newly provided information be [reviewed](#) by the Town's Road Agent.

**7:31pm.** *Public Comment Opened.*

**7:31pm.** There were no Public Comments. *Public Comment closed.*

Motion to authorize the issuance of a building permit for Map 270, Lot 74 on Holly Lane as presented, by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

TA MacIver requested clarification that this motion was to include the recommended bond on the road and to allow the engineer to oversee the culvert installations. The Select Board agreed it was to include this requirement.

**CONSENT AGENDA**

**7:32pm.** *Motion to approve the Monday, September 11, 2023 Consent Agenda as presented by Vice-Chair Saccoccia seconded by Selectperson Hardekopf. Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. Saccoccia: Present (later amended to Aye). The motion passed.*

A. Meeting Minutes August 14, 2023

*Motion to approve the August 14, 2023 minutes. – Passed on the Consent Agenda.*

B. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable Manifest 2023-234
- ii. Accounts Payable Manifest 2023-235
- iii. Accounts Payable Manifest 2023-236
- iv. Payroll Manifest 2023-133
- v. Payroll Manifest 2023-134
- vi. Payroll Manifest 2023-135
- vii. Winter Independent Contractor Agreement
- viii. Notice of Intent to Cut – Map 267 Lots 12 & 14
- ix. Land Use Change Tax Bill – Map 223 Lot 26-22
- x. Oath of Office – Energy Committee Alternate – Matthew Towne
- xi. Oath of Office – Recreation Committee Alternate – Fredrik Testor
- xii. July 10, 2023 Select Board Minutes
- xiii. Class VI/Private Road Agreement & Release – Map 101 Lot 58

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

C. New Requests for Signature

- i. Accounts Payable 2023-237
- ii. Payroll Manifest 2023-136

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

## D. Planning Board Fees Update

Staff and the Planning Board have reviewed the [Planning Board Fee Schedule](#) and have [recommended updates](#).

*Motion to update the Planning Board fee structure (effective immediately) as proposed by the Planning Board in their Rules of Procedure at the August 15, 2023 meeting. – **Passed on the Consent Agenda.***

## E. 2023 Additional Paving Projects

All planned 2023 paving projects have been completed, with funding remaining to complete some additional work on Mallego Road, Tolend Road, and Hall Road which will progress the Pavement Management Plan or provide needed maintenance prior to major repairs.

*Motion to authorize the additional paving projects and authorize up to \$4,300 from the Road Reclamation Capital Reserve, \$100,000 from the 2023 Paving Non-Lapsing Account, and up to \$140,000 from the SB401 Road Funds. – **Passed on the Consent Agenda.***

## F. Highway Department Waste Oil Heater

The Road Agent has proposed purchasing a waste oil furnace to dispose of waste oil and also to reduce heating costs at the Highway Garage.

*Motion to authorize the Select Board Chair to sign a letter of support for the SLVWD conservation grant on behalf of the Town. – **Passed on the Consent Agenda.***

## G. Letter of Support for Swains Lake Village Water District Conservation Grant

The Swains Lake Village Water District (SLVWD) is working to conserve vacant land adjacent to property owned by the district and are pursuing a grant from the State of New Hampshire. They have requested a letter of support to include with the grant application.

*Motion to authorize the Select Board Chair to sign a letter of support for the SLVWD conservation grant on behalf of the Town. – **Passed on the Consent Agenda.***

## H. Police Administrative Vehicle Purchase

The Police Department is [scheduled](#) to replace two cruisers in 2024. However, funds are available in the Outside Detail Revolving Fund and the operating budget to purchase a vehicle in 2024 and only budget for one vehicle in 2024.

*Motion to authorize the Police vehicle purchase request as presented. – **Passed on the Consent Agenda.***

## I. Transfer Station Feasibility Study - \$32,500 from Capital Reserve

The Transfer Station and Recycling Center Review Committee has [recommended](#) a \$32,500 [feasibility study](#), to be completed by CMA.

*Motion to support the Transfer Station and Recycling Center Review Committee's recommendation and authorize \$32,500 from the Transfer Station and Recycling Center Capital Reserve for a Feasibility Study as presented. – **Passed on the Consent Agenda.***

## APPOINTMENTS

[Planning Board – Donna Massucci](#)

**7:33pm.** Ms. Massucci is seeking appointment as a full member of the Planning Board with a term expiring in March of 2025. She was appointed to an alternate position in May, 2023, expiring in



March, 2026. This appointment request follows the resignation of Planning Board member Andrew Melnikas.

Pursuant to the Select Board's Appointment Procedure, this appointment was presented for discussion at the August 14, 2023 meeting.

Motion to appoint Donna Massucci as a member of the Planning Board with a term expiring in 2025 by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

#### **Strafford Metropolitan Planning Organization Technical Advisory Committee**

**7:33pm.** Vanessa Price, Town Planner, is seeking reappointment to the Strafford Metropolitan Planning Organization Technical Advisory Committee for 2024-2025. Selectperson Hardekopf asked how many hours must be committed to this. TA MacIver explained it isn't a significant amount, and does not interfere with hours at the Town Hall.

Pursuant to the Select Board's Appointment Procedure, this appointment was presented for discussion at the August 14, 2023 meeting.

Motion to appoint Vanessa Price to the Strafford Metropolitan Planning Organization Technical Advisory Committee with a term expiring in 2025 by Selectperson Hardekopf seconded by Selectperson Mannschreck. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

#### **Strafford Regional Planning Commission – Matthew Towne**

**7:34pm.** Mr. Towne is seeking reappointment to the Strafford Regional Planning Commission, with a term expiring in 2027 (a four-year term).

Pursuant to the Select Board's Appointment Procedure, this appointment was presented for discussion at the August 14, 2023 meeting.

TA MacIver explained the purpose of this commission and the role of the position at the request of Selectperson Hardekopf. They provide services to the communities within Strafford County for future development, anything from traffic planning, document services, and policy development. The representatives are the commissioners making recommendations on what services to provide.

Motion to appoint Matthew Towne to the Strafford Regional Planning Commission with a term expiring in 2027 by Selectperson Mannschreck, seconded by Selectperson Gibson. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: No, Cappiello: Aye. The motion passed.*

### **STAFF REPORTS**

#### **August Work Anniversaries**

**7:39pm.** 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!

**7:39pm.** *Vice-Chair Saccoccia exited the room.*

Timothy Boodey	Firefighter/EMT	29 Years
Jon Janelle	Firefighter/EMT	28 Years
Amy Inglis	Library Processor	27 Years
Dana Drake	Highway Department Crew	23 Years
Barbara Irvine	Land use Administrative Assistant	20 Years

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James Sanger	Transfer Station Attendant	8 Years
Jon-Thomas Harmon	Firefighter/EMT	6 Years
Sarah Bailey	Assistant Recreation Director	4 Years
Crystal Merkey	Deputy Tax Collector/Finance Officer	2 Years
Elias Stricklin	Firefighter/EMT	1 Year

**7:41pm.** *Vice-Chair Saccoccia returned to his seat.*

### **Training Opportunities**

**7:41pm.** TA MacIver shared and provided additional information regarding upcoming training opportunities:

1. September 12, 2023 9am-4:45pm (Manchester/Virtual) [Budget and Finance Workshop](#)
2. September 13, 2023 10am-11am – UNH Webinar – [Beyond Chat GPT: The Opportunity of Artificial Intelligence \(AI\) for Organizations and Communities](#)
3. September 21, 2023 12pm-1pm – [Municipal Immunities: What They Are, How They Work, and Why They Are Important Webinar](#)
4. September 21, 2023 12pm-1pm – [BEA/OPD Webinar: Recipe For CIP – How to Start and Utilize a Capital Improvement Program](#)
5. September 28, 2023 12pm-1pm – [ZBA Basics Webinar](#)
6. October 4, 2023 9am-12:30pm (Concord/Virtual) [2023 Hard Road to Travel Workshop](#)
7. October 12, 2023 9am-1pm (Concord/Virtual) [2023 Right-to-Know Law: Public Meetings & Governmental Records](#)

### **Resources**

1. [Changes to Planning & Zoning Laws in 2023 - A Guide for Municipalities](#)

### **October 2, 2023 Meeting – Strategic Planning Follow Up and Capital Projects Review**

**7:43pm.** At the October 2, 2023 meeting, the Town Planner will present the Capital Improvements Program (CIP) which will be reviewed by the Planning Board. The document will help the Select Board plan for future capital projects.

### **Master Plan Survey – Housing Chapter**

**7:44pm.** The Housing Master Plan Chapter Update Committee has developed and is promoting a survey to invite residents to provide input to the Housing chapter of the Master Plan. It is available online at <https://tinyurl/barmp23>. In addition, there is a Housing Forum scheduled for September 30, 2023 from 8:30am to 12:00pm at the Early Childhood Learning Center, 77 Ramsdell Lane.

### **Pay Plan Step Allowance and Cost of Living Adjustment**

**7:44pm.** TA MacIver reminded the Select Board that they have been asked by the Advisory Budget Committee to make a decision on the Cost of Living Adjustment and Pay Plan Step Allowance for 2024 in October. He provided a [Cost of Living Adjustment Methodology with Data](#) and [2024 Budget Wage Adjustments – Historical Data](#) for their consideration.

Selectperson Hardekopf asked what the percentage is between each step (2.5%), as well as if the Town is still providing bonuses with ARPA funds. TA MacIver explained sign-on bonuses are still being provided to first responders, which are tied to a term of service, and that typically, the Town budgets 7% more funding than is spent on employee wages and benefits.

TA MacIver requested Select Board members send any additional requests for information.

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**Town Center TIF District**

**7:51pm.** TA MacIver explained the Town has hired TF Moran to create a scope and vision for the Town Center, to provide a visual representation of the proposed Town Center. They will also provide an analysis of community needs, with input from the Town's Recreation Department. Additional information will be provided to the Select Board and public as it becomes available.

**Exemption & Credit Changes for 2024 Warrant**

**7:52pm.** Each year staff provide the Select Board with an update to the Exemption and Credit Analysis for Barrington. TA MacIver explained that as property values in Town increase, exemptions cover less of a property bill. Values have doubled in the past five years with zero exemption value increase in the same time. Incremental changes may be an option rather than one large increase.

The presentation is expected at the second meeting in October.

Selectperson Hardekopf would like to see exemptions by type of property.

**Employee & Volunteer Appreciation**

**7:58pm.** Volunteers have been invited to apple picking at Demeritt Hill Farm, which has traditionally been an employee event Sunday September 17, 11a-2p. RSVPs should be sent to [adoherty@barrington.nh.gov](mailto:adoherty@barrington.nh.gov). Every volunteer has been sent a questionnaire to gather information for spotlights and to encourage volunteerism in Town, and the first spotlight was done on Jack Gale, a prolific volunteer.

**Fire Department Administrative Assistant**

**8:01pm.** The need for administrative support was identified in the succession management plan for the Fire Department. Fire Chief Walker will provide a packet of information regarding the proposal for the position next week. This is the only expected regular agenda item for the October 2, 2023 meeting. Any questions should be directed to TA MacIver.

**Municipal Office Administrator Caudle****Request for Signatures**

**8:50pm.** 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**

There was no old business.

**NEW BUSINESS****Fire and Police Overtime Policy**

**8:03pm.** TA explained the need to incentivize working an unscheduled shift for overtime. Chief Walker and Chief Joy have proposed a change to the Fire and Police Overtime Policy to encourage Public Safety staff to pick up open shifts.

TA MacIver explained that for the Highway Department, holidays count as hours worked for purposes of overtime.

Selectperson Hardekopf asked if a weekend stipend that would be available for all hours open on the weekend, for all employees? It would be compliant to the Fair Labor Standards Act (FLSA). TA MacIver explained the payroll system has limitations on options.



Chief Walker explained there is a weekend stipend of \$1/hour, which hasn't been removed to maintain morale. He further explained the challenges in the labor market, the few applicants for many positions. When a similar issue occurred in the Highway Department, the policy was changed to encourage staff to work when needed.

Chief Walker explained the challenge in covering weekend shifts in particular currently. The overtime budget is overspent, but the budget overall will be underspent. Currently, Chief Walker covers many of the shifts himself. As part of succession management, this should be remedied as it may not be an option with future chiefs.

Chief Joy joined the conversation, as they discussed how often this is an issue with staffing. He shared it doesn't have a budget impact as it's already planned for.

Selectperson Hardekopf asked if a \$15-20 hourly stipend would help? After discussion with other local departments, Chief Walker believes the proposed overtime for unscheduled shift coverage is the best option. Chief Joy explained that though they use weekends as an example, for his department, it could very well be midweek.

**8:22pm.** *Selectperson Saccoccia stepped out of the room.*

**8:24pm.** *Selectperson Saccoccia returned.*

Motion to authorize the Overtime Policy for Fire and Police relative to shift coverage as proposed by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

### **SELECT BOARD REPORTS AND CONCERNS**

**8:29pm.**

**Selectperson Hardekopf** – There was no Zoning Board meeting as there were no cases to consider. The Housing Master Plan survey is still underway. Over 300 surveys have been returned completed! Visit <https://tinyurl.com/barmpp23> to take the survey. There will be a forum on September 30<sup>th</sup> 8:30am to 12pm at the ECLC.

**Selectperson Gibson** – The Conservation Commission met on August 24<sup>th</sup>, Energy Committee on August 17<sup>th</sup>, Henry Herndon from the Community Power Coalition participated. Have been focusing on community power coalition aggregate. Library building committee met, update was provided by Susan.

**Selectperson Mannschreck** – Chair Gaudiello provided a report on the library. The Transfer Station & Recycling Center Committee met on August 28<sup>th</sup>, discussed feasibility study for improvements to the Transfer Station. It's likely the fence will need to be replaced along Brewster Road, as well as improvements to the MSW building. The School Board met last Tuesday. Total students in K-8 on that date was 915 students, which was approximately same as last year. They are one bus short, anticipate enough drivers by the end of the month. Also discussed \$133k State Adequacy Fund. The Advisory Budget Committee will meet in October.

TA MacIver asked if a meeting the Town recently received was in regards to a special Town Meeting. Selectperson Mannschreck confirmed it is a special meeting. The Town Clerk has not been informed of a vote. TA MacIver will investigate further.

**Vice-Chair Saccoccia** – The Class VI and Private Road Committee is working on definitions as well as roads that possibly shouldn't be built on, as well as possibly separating out projects that

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would have different requirements. The Summer Concert series was a success. Retro night, a party in the parking lot, is this Friday at Barrington Elementary. The Fall Festival ([www.barrington.nh.gov/FallFest](http://www.barrington.nh.gov/FallFest)) is October 23<sup>rd</sup>. The van will be picked up on September 21<sup>st</sup> and is named “Rec it Ralph” as voted on by Barrington’s kids!

**Chair Cappiello** – The Planning Board meeting next Tuesday, September 19th is the last opportunity for zoning ordinance changes or submissions to be considered.

### PUBLIC COMMENT

**8:40pm.** *Public Comment opened.*

**8:40pm.** There were no public comments. *Public comment closed.*

### CONSENT AGENDA CLARIFICATION

**8:40pm.** TA MacIver requested the Board re-vote on the Consent Agenda to clarify Vice-Chair Saccoccia’s vote, as a vote of “Present” is not sufficient for a unanimous Consent Agenda vote.

Motion to approve the September 11, 2023 Consent Agenda as presented by Selectperson Mannschreck, seconded by Selectperson Hardekopf. *Roll Call vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Saccoccia: Aye, Cappiello: Aye. The motion passed.*

### ADJOURNMENT

**8:41pm.**

Motion to adjourn the September 11, 2023 Select Board meeting by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. *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 [September 11, 2023 Town Administrator’s Report](#). The next meeting will be held on October 2, 2023.*

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Chairperson Joyce Cappiello

DocuSigned by:

*Dannen Mannschreck*

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Selectperson D. Mannschreck

DocuSigned by:

*Tracy Hardekopf*

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Selectperson T. Hardekopf

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Vice-Chair J. Saccoccia

DocuSigned by:

*Robert Gibson*

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Selectperson R. Gibson

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Date Minutes Were Approved