



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

Town Administrator Report

February 14, 2022 Select Board Meeting

Information regarding Meeting Access, Meeting Materials, Public Comment, Nonpublic Session, and Special Accommodations can be found in the Visitor Orientation section located at the end of this report.

1. Call to Order
 - A. Roll Call Attendance
2. Pledge of Allegiance
3. Agenda Review and Approval – **Vote**
[February 14, 2022 Select Board Agenda](#)
 - A. Select Board/Town Administrator
Make a motion to approve the February 14, 2022 agenda [as amended].
4. Public Comment (see Visitor Orientation below)
5. Public Hearings
6. Consent Agenda (requires unanimous approval) – **Vote**
Make a motion to approve the February 14, 2022 consent agenda (A-H) as presented.
 - A. [Meeting Minutes January 24, 2022](#)
Make a motion to approve the January 24, 2022 minutes [as amended].
 - B. [Meeting Minutes February 5, 2022](#)
Make a motion to approve the February 5, 2022 minutes [as amended].
 - C. Previously Submitted/Signed Requests for Signature
 - i. [Meeting Minutes January 3, 2022](#)
 - ii. Oath of Office for Scott Ramsey, Recreation Commission
 - iii. Oath of Office for David Johnson, Recreation Commission Alternate
 - iv. Accounts Payable Manifest 2022-205
 - v. Accounts Payable Manifest 2022-206
 - vi. Payroll Manifest 2022-104
 - vii. Payroll Manifest 2022-104B
 - viii. Payroll Manifest 2022-105
 - ix. Land Use Change Tax Bills
 1. Map 104 Lot 8-3
 2. Map 224 Lot 1-8
 3. Map 234 Lot 90
 4. Map 234 Lot 93
 5. Map 234 Lot 94
 6. Map 238 Lot 36-2
 - x. Administrative Abatements
 1. Map 23 Lot 45-A
 2. Map 126 Lot 25



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3. Map 206 Lot 13
4. Map 212 Lot 4
5. Map 101 Lot 57

Make a motion to authorize and sign the above-referenced documents (i-x).

D. New Requests for Signature

- i. Accounts Payable Manifest 2022-207
- ii. Payroll Manifest 2022-105B
- iii. Payroll Manifest 2022-106
- iv. Payroll Manifest 2022-106B
- v. Intent to Excavate Map 236 Lot 4
- vi. Intent to Excavate Map 222 Lot 12

Make a motion to authorize and sign the above-referenced documents (i-vi).

E. Select Board Meeting Calendar Update – May 10, 2022

- i. Tuesday, May 10, 2022 will be 300 years to the day since Barrington was established. The Tricentennial Committee has scheduled an event at the Barrington Middle School to commemorate the occasion. The Select Board is asked to hold a meeting for the ceremony and to read the charter.

Make a motion to add Tuesday, May 10, 2022 to the Select Board meeting calendar.

F. Renew Authorization for Town Administrator to Sign NHDOT Bridge Aid Documents

- i. NHDOT requires a more recent authorization to allow the Town Administrator to sign documents related to the State Bridge Aid program.

Make a motion to authorize the Town Administrator to sign all documents and agreements related to the NHDOT State Bridge Aid program.

G. Firefighter's Association Pancake Breakfast – March 19, 2022

- i. The Firefighter's Association is planning to bring back the Pancake Breakfast fundraiser (cancelled in 2020 and 2021 due to COVID). Traditionally, the Select Board has supported the Firefighter's Association using the Public Safety Building for this event.

Make a motion to allow the Firefighter's Association to use the Public Safety Building to host the Pancake Breakfast on March 19, 2022.

H. Conservation Commission Donation Approval Pursuant to RSA 36-A:4

- i. The Conservation Commission previously negotiated a \$10,000 donation with the developer of the Ridges at Greenhill to support their easement monitoring efforts.

Make a motion to approve the acceptance of a \$10,000 donation to the Conservation Fund pursuant to RSA 36-A:4.

7. Appointments

8. Staff Report

A. Administrator MacIver

- i. February Work Anniversaries
 1. Tyler Currier • Police Sergeant • 3 Years
 2. Daniel Brooks • Deputy Police Chief • 2 Years

B. Municipal Office Administrator Caudle



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9. Old Business

A. Class VI and Private Road Building Policy – **Vote**

- i. At the January 3, 2022 meeting the Select Board reviewed the details of the current [Class VI and Private Road Policy](#) and concluded that implementing the policy more specifically and consistently would be the best path forward. At their January 18, 2022 meeting, the Planning Board also reviewed the Class VI and Private Road Policy and recommended certain changes. At the January 24, 2022 meeting, the Select Board asked for a draft policy to be developed which reflects the recommendations of the Planning Board.
- ii. See attached, [Class VI and Private Road Building Policy 20220208](#)
- iii. The policy reflects the recommendations from the Planning Board, Select Board, and Town Attorney.

Make a motion to adopt the Class VI and Private Road Policy as drafted.

10. New Business

A. Highway Six-Wheeled Dump Truck and Equipment Bid Award – **Vote**

- i. See attached, [Six Wheel and Equipment Memo 2022](#)

Make a motion to award the cab and chassis bid to McDevitt Trucks for the Western Star for \$115,949 using funds from the Highway Heavy Equipment Capital Reserve Fund.

Make a motion to award the equipment bid to Viking Cives for \$66,720 using funds from the Highway Heavy Equipment Capital Reserve Fund.

B. 2022 Deliberative Session Review and Ballot Session Information – Discussion

- i. The Town conducted a safe and efficient Deliberative Session on Saturday, February 5, 2022. The event was live-streamed, and a recording is available on the Town's YouTube channel at: https://www.youtube.com/watch?v=rpp02nv_5XU&t=5s. We have received many compliments and words of appreciation for the organization of the meeting and quality of the digital and audio recording. A special 'thank you' to all that contributed to the session.
- ii. As anticipated, Article 33 was amended during Deliberative Session to reflect the continued incremental increase which was agreeable to the petitioner and Select Board.
- iii. Complete information regarding the 2022 Warrant to be voted on at the Ballot Session on March 8, 2022 is available at: www.barrington.nh.gov/2022warrant.

C. Fourth Quarter Financial Analysis – Discussion

- i. See attached, [2021 Financial Analysis 20220202](#)

11. Select Board Member Reports and Concerns

- A. Select Board Member Ayer
- B. Select Board Member Bailey
- C. Select Board Member Mannschreck
- D. Select Board Vice-Chair Saccoccia
- E. Select Board Chair Knapp

12. Public Comment (see Visitor Orientation below)



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NEW HAMPSHIRE

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13. Nonpublic Session (if required)

A. Personnel and Legal

Make a motion to enter non-public session pursuant to RSA 91-A:3, II for the purposes of personnel and legal.

14. Adjournment

A. Upcoming Meetings

i. February 28, 2022 • March 14, 2022 • March 28, 2022 • April 11, 2022

B. Upcoming Events

i. March 8, 2022 (Tuesday) – Town Meeting Vote – Barrington Middle School

Visitor Orientation to the Select Board Meeting

Welcome to this evening's Select Board meeting. Please note that the purpose of the meeting is for the Select Board to accomplish its work within the time allotted. View the full Select Board Rules of Procedures at: <http://bit.ly/BarrSBRulesofProcedures>.

Meeting Access

• In-Person

- Early Childhood Learning Center (ECLC)
Multi-Purpose Room
- 77 Ramsdell Lane, Barrington, NH 03825

• Remote Meeting Participation

- Video: barrington.nh.gov/sbmeeting
- Call: [+1 603-664-0240](tel:+16036640240) (one-click link)
 - Conference ID: 694 999 611#

Meeting Materials

Additional details regarding each agenda item and all supporting documentation can be found in the Town Administrator Report at www.barrington.nh.gov/TA20220214. Please contact the Town Administrator or Municipal Office Administrator with questions.

Public Comment

Meetings are open to the public, but public participation is limited. If you wish to be heard by the Select Board, please note the two Public Comment portions of the meeting to speak to items on a meeting agenda and/or matters pertaining to the business of the Select Board. In addition, public hearings may be scheduled for public comment on specific matters. Speakers must be residents of the Town of Barrington, property owners in the Town of Barrington, and/or designated representatives of recognized civic organizations or businesses located in the Town of Barrington. When they are addressed and permitted to speak by the Chair, speakers first need to recite their name and address for the record. Visitors should address their comments to the Chair and the Select Board as a body and not to any individual member. Each speaker shall be provided a single opportunity for comment, limited to three (3) minutes. Public Comment shall be limited to fifteen (15) minutes. Visitors should not expect a response to their comments or questions since the Select Board may not have discussed or taken a position on a matter. Public Comment is not a two-way dialogue between speaker(s), Select Board, and/or the Town Administrator. The Chair will preserve strict order and decorum at all Select Board meetings. Obscene, violent, disruptive, disorderly comments, or those likely to induce violence, disruption, or disorder, are not permitted and will not be tolerated. Complaints regarding Town staff should be directed to the Town Administrator.

Nonpublic Session

The Select Board may enter one or multiple nonpublic sessions pursuant to RSA 91-A:3, II. The public is not permitted to attend nonpublic sessions and will be asked to leave the meeting space. Nonpublic sessions are allowed for reasons including: Dismissal, promotion, compensation, disciplining, investigation or hiring of a public employee; Matters which would likely adversely affect the reputation of any non-board member; Buying, selling or leasing real or personal property if public discussion would give someone an unfair advantage over the municipality; Lawsuits filed or threatened in writing against the municipality, until fully adjudicated or settled; and Preparation for and carrying out of emergency functions related to terrorism.

Special Accommodations

The Town of Barrington requires 48 hours' notice if the meeting must be modified for your participation or if special communication aides are needed. Please submit requests to the Select Board Office or call 603-664-9007.