



# TOWN OF BARRINGTON

## NEW HAMPSHIRE

Office of the Town Administrator

## Town Administrator Report

### October 3, 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**  
[October 3, 2022 Select Board Agenda](#)
  - A. Select Board/Town Administrator  
***Make a motion to approve the October 3, 2022 agenda [as amended].***
4. Public Comment (see Visitor Orientation below)
5. Public Hearings and Invited Guests
  - A. School Board Liaison Report
    - i. The School Board liaisons are Dave Gibson (Chair) and Carrie Neill (Vice-Chair). Each meeting, the liaisons will be invited to discuss topics of their choice with the Select Board.
  - B. Issuance of a Building Permit on Phinney Way, a Private Road, for Joseph and Cheryl Wilson, Map 118, Lot 4 – **Vote**
    - i. See attached, [20221003 ClassVIPriv 118-4 Phinney](#)
    - ii. This application is found to comply with the Town's [Class VI and Private Road Building Policy](#). As a
    - iii. Category 3 application, road improvements are required, and the applicants have proposed investing \$25,000 into Phinney Way which represents more than 10% of their proposed construction costs (consistent with Option 2 of Section IV, f of the policy).  
***Make a motion to authorize the issuance of a building permit for Map 118, Lot 4 as proposed.***
  - C. 2023 Budget Presentation – Initial/Executive/Admin./Personnel/Govt. Building/Misc.
    - i. Presented by Conner MacIver, Town Administrator
      1. See attached, [2023 Initial Budget Presentation 20220927](#)
    - ii. Budget Binder
      1. An up-to-date version of the 2022 budget binder is maintained at [www.barrington.nh.gov/2023budget](http://www.barrington.nh.gov/2023budget).
    - iii. See attached, [Advisory Budget Committee Minutes 20220927](#)
    - iv. Advisory Budget Committee Review and Comment
      1. The Advisory Budget Committee is asked to review and comment on the budget as presented.
    - v. Select Board Review and Comment
    - vi. The Select Board is asked to review and comment on the budget as presented.



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6. Consent Agenda (requires unanimous approval) – **Vote**

Consider adding Appointments 7A (i-v) and 7B (i-ii) as presented to the Consent Agenda  
***Make a motion to approve the October 3, 2022 consent agenda (A-H) as presented.***

A. [Meeting Minutes September 12, 2022](#)

*Make a motion to approve the September 12, 2022 minutes [as amended].*

B. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable 2022-238
- ii. Accounts Payable 2022-239
- iii. Payroll Manifest 2022-137
- iv. Payroll Manifest 2022-137-B
- v. Payroll Manifest 2022-138
- vi. Payroll Manifest 2022-138-B
- vii. Municipal Disclaimer for Map 115 Lot 11 Cottage Lane
- viii. Municipal Disclaimer for Map 104 Lot 27 Berry River Road
- ix. NHMA Legal Inquiries List 20220815
- x. State General Election Warrant
- xi. Timber Intent for Map 256 Lot 30

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

C. New Requests for Signature

- i. Accounts Payable 2022-240
- ii. Payroll Manifest 2022-139

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

D. Primex Property and Liability Contribution Assurance Program

- i. The New Hampshire Public Risk Management Exchange (or Primex) provides Barrington property and liability, workers' compensation, and unemployment insurance. Primex offers multi-year contracts through their Contribution Assurance Program (CAP). This program ensures a maximum annual rate increase. Barrington recently entered a CAP for workers' compensation and is concluding a three-year participation in the property and liability CAP. Primex has offered to renew the CAP for property and liability.

*Make a motion to accept the offer of the New Hampshire Public Risk Management Exchange to renew its Property and Liability Contribution Assurance Program (CAP) and to adopt and sign all related documents.*

E. Accept Donation of Fixed-V Plow from Paul Guptill

- i. Paul Guptill has offered to donate an antique V-plow as a decoration for the Highway Department. This plow was used by his father to plow the roads of Barrington years ago. The approximate value is \$500. As time allows, the Highway Department will clean it up, paint it, and put it on display.

*Make a motion to authorize the acceptance of an antique V-plow from Paul Guptill.*



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### F. Salt Bid Award

- i. The 2022-2023 State Bid pricing for salt has been released.
- ii. Eastern Minerals: \$72.81
- iii. Morton Salt: \$72.41
- iv. The quoted price is quite similar (\$0.40 difference), but the terms are very different. Morton requires that 40% of the ordered quantity must be delivered prior to 12/31/2022. Since our salt shed is currently full, that is a big gamble to take. As a result, we recommend awarding the bid to Eastern Minerals at \$72.81 per ton.

*Make a motion to award the 2022 salt bid to Eastern Minerals at a price of \$72.81 per ton.*

### G. Recreation Van Policy

- i. The Recreation Department is utilizing grant funds (accepted by the Select Board) towards the purchase and operation of a passenger van for programs. They have developed a draft vehicle use policy to govern the utilization of the new vehicle.
- ii. See attached, [Recreation Vehicle Use Policy Draft 20220928](#)

*Make a motion to adopt the Recreation Vehicle Use Policy as drafted.*

### H. Prosecutor Contract

- i. The Police Chief is requesting to renew the Prosecutor Contract under the following terms.
- ii. See attached, [2023 Prosecution Contract](#)
- iii. This represents a \$2,500 increase and is properly budgeted in the Police Department's proposed 2023 budget.

*Make a motion to authorize the acceptance of the 2023 Prosecution Contract as proposed.*

## 7. Appointments

### A. Energy Committee

#### i. Daniel Federico – **Vote**

1. See attached, [20220822 AppEnergyComm Federico](#)
2. Mr. Federico is interested in joining the newly created Energy Committee. A full appointment with a term expiring in 2025 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Daniel Federico as a full member of the Energy Committee with a term expiring in March of 2025.***

#### ii. Jack Bingham – **Vote**

1. See attached, [20220816 AppEnergyComm Bingham](#)
2. Mr. Bingham is interested in joining the newly created Energy Committee. A full appointment with a term expiring in 2024 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Jack Bingham as a full member of the Energy Committee with a term expiring in March of 2024.***



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iii. Leah Harrington – **Vote**

1. See attached, [20220825\\_AppEnergyComm\\_Harrington](#)
2. Ms. Harrington is interested in joining the newly created Energy Committee. A full appointment with a term expiring in 2025 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Leah Harrington as a full member of the Energy Committee with a term expiring in March of 2025.***

iv. Doug Bogen – **Vote**

1. See attached, [20220826\\_AppEnergyComm\\_Bogen](#)
2. Mr. Bogen is interested in joining the newly created Energy Committee. A full appointment with a term expiring in 2024 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Doug Bogen as a full member of the Energy Committee with a term expiring in March of 2024.***

v. Alyssa Papineau – **Vote**

1. See attached, [20220830\\_AppEnergyComm\\_Papineau](#)
2. Ms. Papineau is interested in joining the newly created Energy Committee. A full appointment with a term expiring in 2025 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Alyssa Papineau as a full member of the Energy Committee with a term expiring in March of 2025.***

vi. Paul Panish – Discussion

1. See attached, [20220926\\_AppEnergyComm\\_Panish](#)
2. Mr. Panish is interested in joining the newly created Energy Committee. A full appointment with a term expiring in 2024 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the October 17, 2022 meeting.

B. Advisory Budget Committee

i. Peter Royce – **Vote**

1. See attached, [20220816\\_AppABC\\_Royce](#)
2. Mr. Royce is interested in being reappointed to the Advisory Budget Committee. He is a member in good standing. A full appointment with a term expiring in 2023 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Peter Royce as a full member of the Advisory Budget Committee with a term expiring in March of 2023.***



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### ii. Bill Irving – **Vote**

1. See attached, [20220805\\_AppABC\\_Irving](#)
2. Mr. Irving is interested in being appointed to the Advisory Budget Committee. He served on the Rollinsford Budget Committee for six years and recently moved to Barrington. An alternate appointment with a term expiring in 2023 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the September 12, 2022 meeting.

***Make a motion to appoint Bill Irving as an alternate member of the Advisory Budget Committee with a term expiring in March of 2023.***

### C. Conservation Commission

#### i. Paul Panish – Discussion

1. See attached, [20220926\\_AppConCom\\_Panish](#)
2. Mr. Panish is interested in being appointed as an alternate to the Conservation Commission. He has participated in many Conservation Commission and Town Lands Committee meetings as a member of the public. An alternate appointment with a term expiring in 2023 is proposed.
3. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the October 17, 2022 meeting.

### 8. Staff Report

#### A. Administrator MacIver

##### i. October Work Anniversaries

1. Samuel Surawski • Police Officer • 3 Years

##### ii. NHMA Annual Conference

1. The NHMA Annual Conference is schedule for November 16-17, 2022.
  - a. *Registration is now open for NHMA's 81st Annual Conference and Exhibition. Please join on Wednesday, November 16 and Thursday, November 17 at the DoubleTree by Hilton Manchester Downtown Hotel. Our theme this year is "Getting Used to Different."*
  - b. *It's been nearly two years and New Hampshire municipalities are still "getting used to different" and adapting to the extraordinary events of the pandemic. Elected and appointed officials have been faced with tough challenges and opportunities to create new programs and services that best meet the changing needs of their residents.*
  - c. *This year's conference will be held as a live, in person event in Manchester both days with simultaneous live-streaming for virtual attendees. Either way, whether live and in-person or virtually, we hope you will join us this year.*
2. The Select Board is invited to participate in all or part of the conference.

##### iii. New Town Hall Open House

1. A committee of staff have been meeting to organize an Open House event for the new Town Hall. After reviewing a variety of dates, the committee has decided that Thursday, October 27, 2022 will be the best date for an Open House. The event





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will start at 3:00pm and conclude at 7:00pm. More details will be advertised as they are finalized.

### iv. Drought and Water Conservation

1. The Chair was recently contacted by a concerned resident regarding the ongoing drought conditions and water conservation in general. The Chair asked that the topic be added to the Agenda for discussion.
2. The New Hampshire Department of Environmental services provides drought and water conservation resources on their [website](#): The [U.S. Drought Monitor map](#), released every Thursday, indicates if any portion of the state is experiencing drought and at which of the four levels of intensity, D1 through D4. The map is the product of an assessment based on a variety of indexes, indicators and data, as well as input from experts and agencies across the country, including NHDES. NHDES tracks New Hampshire's groundwater levels, stream flows and reservoir levels, as well as validates drought impacts through communication with stakeholders such as well drillers, residential well owners, water utilities, farmers and forest rangers.
3. In addition to sharing resources, municipalities have the authority through [RSA 41:11-d](#) to restrict municipal lawn watering during declared droughts. Information from NHDES is available here: [Municipal Lawn Watering Restrictions During Declared Droughts](#).

### v. Select Board Duties on Election Day

1. The Select Board requested information regarding the duties of the Select Board on election day. Please see the attached summary.
2. See attached, [Select Board Duties on Election Day 20220929](#)

## B. Municipal Office Administrator Caudle

## 9. Old Business

### A. McDaniel Shores Drive Map 124, Lot 10 Class VI/Private Road Building Permit Policy Clarification Letter – Discussion

- i. At the April 11, 2022 meeting, the Select Board considered the [Issuance of a Building Permit on McDaniel Shore Drive, a Private Road, for Byard Mosher, Map 124, Lot 10](#). Ultimately, the Select Board authorized a partial wavier of the policy and required that the *applicant must pay for the road's annual spring regrading, purchase a culvert to be replaced at the discretion of the road association, repair any damage to the road created by construction, and to record a road maintenance agreement at the registry of deeds prior to issuance of a Certificate of Occupancy.*
- ii. The new Road Agent for McDaniel Shore Drive has written to the Select Board seeking clarification of their 4/11/2022 decision.
- iii. See attached, [McDaniel Shore Road Agent Letter 20220912](#)
- iv. At issue seems to be the annual regrading and culvert. Mr. Mosher understood the regrading requirement to simply be that actual grader rental (and operator), versus the entire bill for regrading activities. Regarding the culvert, the Road Association, is concerned about having a culvert without funds to install it.



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- v. The Select Board is asked to clarify their April 11, 2022 decision regarding the issuance of a building permit on Map 124, Lot 10.

### B. Class VI and Private Road Building Policy Review – Discussion

- i. At the September 12, 2022 meeting, the Select Board considered a citizen request to discuss a review of the Town's Class VI and Private Road Building Policy.
- ii. See attached, [Class VI and Private Road Policy Committee Request 20220902](#)
- iii. The Select Board agreed to add the topic to the October 3, 2022 Meeting Agenda and Dewayne Watson (resident and owner of Unified Builders) submitted the following for Select Board consideration.
- iv. See attached, [03 Oct 2022 Select Board Public Comment Class VI Road Policy](#)
- v. Class VI and Private Road Building Policy Background
  - 1. In 2004, the Select Board adopted a Class VI and Private Road Building Policy in order to standardize their review of building permit applications pursuant to RSA 674:41. This policy was amended over the years and (prior to 2022) the most recent version was approved in 2017. This version required (at a minimum) that a road be upgraded to 16 feet wide with two-foot shoulders. Over time, the Select Board deviated from the policy and started authorizing the issuance of building permits below the standards required by their policy.
  - 2. At the [October 25, 2021](#) meeting, the Select Board requested a review and update to the Class VI and Private Road Policy. At the [November 1, 2022](#) meeting, the Select Board temporarily paused public hearings on Class VI and Private Road building permit applications while the policy was reviewed and updated. At the [January 3, 2022](#) meeting, the Select Board decided that the (then) existing policy should be followed as written which requires (at a minimum) the road to be upgraded to 16 feet wide with two-foot shoulders.
  - 3. At their [January 18, 2022](#) meeting, the Planning Board also reviewed the Class VI and Private Road Policy. They emphasized their support of using the statutory authority of RSA 674:41 to accomplish the stated purpose of the existing policy by improving access conditions on class VI and private roads. Further, they felt that having a policy which was clearly written and consistently applied was very important. They recognized that the current policy has not been enforced as written and developed a few suggested changes to best balance property rights and ensuring safe, year-round, access. 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.
  - 4. At the [February 14, 2022](#) meeting, the Select Board approved an updated Class VI and Private Road Building Policy which integrated comments from the Planning Board, Select Board, and staff.
  - 5. See attached, [Class VI and Private Road Building Policy](#)
  - 6. Throughout the process, the challenge for the Select Board has been balancing the need for improved access on substandard roads and the property rights of individuals.
  - 7. The following seven applications have been submitted under the new policy adopted by the Select Board in early 2022.
    - a. Jillette Road (126-12-1) – Issuance Authorized 3/14/2022 – Option 2



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- b. Eagle Drive (110-6) – Issuance Authorized 4/11/2022 – Partial Waiver
- c. McDaniel Shore Drive (124-10) – Issuance Authorized 4/11/2022 – Partial Waiver
- d. Rocky Point Road (118-21) – Issuance Authorized 8/8/2022 – Partial Waiver
- e. Cottage Lane (115-11) – Issuance Authorized 9/12/2022 – Option 2
- f. Phinney Way (118-4) – Issuance Being Considered 10/3/2022 – Option 2
- g. Long Shores Drive (103-64) – Issuance Being Considered 11/14/2022 – Option 2
- vi. The Select Board is asked to consider the policy and any process to recommend changes.

### C. 2022 Wage Study – Discussion

- i. At the May 5, 2022 meeting, the Select Board commissioned a Wage Study to be performed by Municipal Resources, Inc. (MRI). The study encompassed approximately 45 position classifications covering both union and non-union positions in the Town. Their work involved a salary survey and analysis of 15 comparable communities with a target of the 60<sup>th</sup> percentile due to the current market in order to be competitive. Following their analysis, MRI made recommendations regarding position classification and the pay plan.
- ii. Comparable Communities
  - 1. Belmont, Conway, Epping, Franklin, Gilford, Hampstead, Lee, Moultonborough, Newmarket, Pembroke, Plaistow, Rochester, Somersworth, Stratham, and Windham.
- iii. The new pay plan maintains 13 steps for non-union employees with 2.5% between steps and 9 steps for union employees with 3.5% between steps.
  - 1. See attached, [Proposed Wage Scale - April 2023 Through March 2024](#)
  - 2. See attached, [Proposed Police Union Wage Scale - April 2023 Through March 2024](#)
- iv. Based on the analysis performed by MRI, they made classification recommendations for positions on the proposed pay plans.
  - 1. See attached, [2022 Wage Study Recommendations - Classification Plan 20220922](#)
- v. The recommendations indicate a 9% average increase in minimum wage rates and an 8.82% increase in maximum wage rates (individual positions vary). The final step is to assign incumbent employees to the appropriate step within the updated pay plan (based on their position classification). MRI makes recommendations based on the employee's existing wage rate and targets a balance between the average wage rate increase of 9% (for equity) and the percent each position classification changed. The resulting step assignments will result in an average of 8% increase in wage rates (9.5% median).
- vi. Funds to implement the recommendations of the 2022 Wage Study as of April 1, 2022 are currently proposed in the Incident Fund. If/when adopted by the Select Board, the funds will be distributed throughout departments.
- vii. The Select Board is asked to consider what additional information is needed to make a decision. The Advisory Budget Committee asks that the Select Board consider making a decision by the October 17, 2022 Select Board meeting in order to have proposed wage changes resolved throughout the remainder of the 2023 budget development process.





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### D. Energy Committee – **Vote**

- i. At the August 8, 2022 meeting, the Select Board established an Energy Committee. Multiple applications were received, and the Select Board is currently in the process making appointments.
- ii. The Select Board is asked to consider approving the draft committee charge:
- iii. See attached, [Barrington Energy Committee Charge 20220914](#)
- iv. Additionally, the Select Board is asked to consider establishing conflict of interest parameters for the committee which balances the value and experience of community members/industry professionals and the real or perceived conflict of interest. Specifically, presenters and members of the committee should be open and transparent about any desire or potential for financial gain related to Town energy projects. Additionally, should the Town develop and advertise a Request for Proposals (or similar) anyone with a real or perceived conflict should recuse themselves from that phase of the process.

***Make a motion to adopt the Energy Committee Charge and conflict of interest parameters as presented.***

### E. Petitioned Special Town Meeting – Discussion

- i. At the [June 13, 2022 meeting](#), the Select Board was presented with [a petition](#) to call a Special Town Meeting. [RSA 39:3](#) contemplates the procedure to petition a Special Town Meeting. On June 14, 2022 [the petition](#) was turned over to the Supervisors of the Checklist for certification. The Supervisors separately verified 141 signatures where the names and addresses of the signers match the information on each resident's voter registration. There were 37 signatures which were not verified because the signer was not a registered voter, or the information provided was illegible. On July 7, 2022 the Supervisors returned a certified copy of the [Special Town Meeting petition](#) to the Select Board Chair.
- ii. On July 7, 2022 the Select Board Chair met with the Town's attorney and relevant staff to prepare [a scheduling recommendation](#) for the Select Board. At the July 11, 2022 meeting, the Select Board approved [the recommendations](#).
- iii. The Petitioned Special Town Meeting dates are as follows:
  1. **August 20, 2022 (Saturday)** – Petitioned Special Town Meeting Deliberative Session
    - a. Barrington Middle School (51 Haley Drive) – 9:00am
  2. **October 18, 2022 (Tuesday)** – Petitioned Special Town Meeting Vote
    - a. New Town Hall (4 Signature Drive) – 8:00am-7:00pm
- iv. On [August 20, 2022](#) the Town held the Deliberative Session. At this session, the participants exercised their authority to amend the petitioned warrant article to read:
  1. *To see if the Town will vote to encourage the Select Board to continue the employment of Conner MacIver and Peter Royce in their current positions with the Town of Barrington, and to recognize the many contributions the two have made to the Town throughout their tenures.*
- v. The Town has prepared a website to share information with residents regarding the Petitioned Special Town Meeting: [www.barrington.nh.gov/2022STM](http://www.barrington.nh.gov/2022STM). Details include Frequently Asked Questions:
  1. What is a Special Town Meeting and how is one called?
  2. What is a Deliberative Session/Why are there two sessions?
  3. Can a warrant article be amended at Deliberative Session?



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4. How much will the Special Town Meeting cost?
5. What is the background of the Town and 2A Tactical?
  - a. See attached, [2A Tactical Select Board File Summary 20220428](#)
6. What is the legality of the petitioned warrant article? What if the petitioned warrant article passes?
  - a. See attached, [Petitioned Article Advisory – Legal Memo 20220725](#)

### 10. New Business

#### A. Landry/Nippo Lake Conservation Acquisition of Property Interest – **Vote**

- i. The Southeast Land Trust is finalizing the conservation of the Landry Forest which includes 164 acres of property along Nippo Lake.
- ii. See attached, [mem Hyde to BarringtonCC Landry Project Intro 2022-7-28](#)
- iii. The Barrington Conservation Commission has been supportive of this effort and has voted to contribute \$100,000 and to acquire an executory interest in the conservation easement.
- iv. Pursuant to [RSA 36-A:4-a](#), the Select Board must authorize all acquisitions of property interests.

***Make a motion to authorize the acquisition of an executory interest in the Landry Forest Conservation Easement and authorize the Town Administrator to sign all accompanying documents.***

#### B. Mallego Road Conservation Subdivision Open Space Ownership – Discussion

- i. A developer (Joe Falzone) has proposed a 17-lot conservation subdivision off Mallego Road on the site of the former Guptill sand/gravel pit. The conservation subdivision would result in approximately 26 acres of open space. The developer has asked if the Town is willing to accept ownership of the open space similar to the Tolend Road subdivision and the Stonearch at Greenhill subdivision.
- ii. See attached, [Mallego-Guptill Conservation Subdivision Plan 20220817](#)
- iii. The Conservation Commission Chair has reviewed the request and anticipates that the Conservation Commission would be support the Town's acquisition of this open space. The land has a variety of values including wildlife and recreation. The developer has proposed keeping a snowmobile trail through the property and having access with parking to trails by the Mallego Brook.
- iv. An added benefit of Town ownership would be for the support of Mallego Road drainage improvements. The developer is working with the Town's engineer to evaluate the possibility of combining drainage infrastructure.
- v. The Select Board is asked to consider this proposal and discuss any questions, concerns, or additional information needed before making a decision. The Select Board would be asked to make a decision once the project receives Planning Board approval.

### 11. Select Board Member Reports and Concerns

- A. Select Board Member Cappiello
- B. Select Board Member Gibson
- C. Select Board Member Saccoccia
- D. Select Board Vice-Chair Bailey
- E. Select Board Chair Mannschreck



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12. Public Comment (see Visitor Orientation below)
13. Nonpublic Session (if required)
14. Adjournment
  - A. Upcoming Meetings
    - i. October 17, 2022 • October 24, 2022 • November 7, 2022 • November 14, 2022
  - B. Upcoming Events
    - i. October 18, 2022 (Tuesday) – Petitioned Special Town Meeting Vote
      1. New Town Hall (4 Signature Drive) – 8:00am-7:00pm
      2. More information available at [www.barrington.nh.gov/2022stm](http://www.barrington.nh.gov/2022stm).

### **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**
  - New Town Hall Meeting Room
  - 4 Signature Drive, Barrington, NH 03825
- **Remote Meeting Participation**
  - Video: [barrington.nh.gov/sbmeeting](http://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/TA20221003](http://www.barrington.nh.gov/TA20221003). 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.