



# TOWN OF BARRINGTON

## NEW HAMPSHIRE

Office of the Town Administrator

## Town Administrator Report

### October 24, 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 24, 2022 Select Board Agenda](#)
  - A. Select Board/Town Administrator  
***Make a motion to approve the October 24, 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. 2023 Budget Presentation – Highway/Dams
    - i. Presented by Marc Moreau, Road Agent
      1. Electronic Budget Binder: [www.barrington.nh.gov/2023budget](http://www.barrington.nh.gov/2023budget)
        - a. [Highway/Dams – Section 13](#)
    - ii. See attached, [Advisory Budget Committee Minutes 20221018](#)
    - iii. Advisory Budget Committee Review and Comment
      1. The Advisory Budget Committee is asked to review and comment on the budget as presented.
    - iv. Select Board Review and Comment
      1. The Select Board is asked to review and comment on the budget as presented.
  - C. 2023 Budget Presentation – Transfer Station and Recycling Center
    - i. Presented by Erin Paradis, Transfer Station Administrator
      1. Electronic Budget Binder: [www.barrington.nh.gov/2023budget](http://www.barrington.nh.gov/2023budget)
        - a. [Transfer Station and Recycling Center – Section 14](#)
    - ii. See attached, [Advisory Budget Committee Minutes 20221018](#)
    - iii. Advisory Budget Committee Review and Comment
      1. The Advisory Budget Committee is asked to review and comment on the budget as presented.
    - iv. Select Board Review and Comment
      1. 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**

***Make a motion to approve the October 24, 2022 consent agenda (A-B) as presented.***

A. Previously Submitted/Signed Requests for Signature

- i. Class VI/Private Road Agreement for Map 103 Lot 64

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

B. New Requests for Signature

- i. Accounts Payable Manifest 2022-243
- ii. Payroll Manifest 2022-142
- iii. Payroll Manifest 2022-142B
- iv. Meeting Minutes for the October 3, 2022 Meeting

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

7. Appointments

A. Energy Committee

- i. Ken Grant – **Vote**

1. See attached, [20221017 AppEnergyComm Grant](#)
2. Mr. Grant is interested in joining the newly created Energy Committee. The committee currently has seven full members.
3. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the October 17, 2022 meeting.

8. Staff Report

A. Administrator MacIver

- i. October Work Anniversaries

1. Samuel Surawski • Police Officer • 3 Years

- ii. Second Quarter Financial Analysis

1. See attached, [2022 Third Quarter Financial Analysis 20221017](#)

- iii. Tax Increment Financing and Barrington Town Center

1. At the October 17, 2022 meeting, Selectperson Cappiello updated the Board on a proposed project in the Town Center Zoning District. This spurred a brief conversation about developing civic use/open space in the Town Center. I introduced the idea of Tax Increment Financing (TIF) as a possible solution and agreed to provide more information for the Select Board's consideration.
2. See attached, [NH Office of Energy and Planning Tax Increment Financing Bulletin 201511](#)
3. See attached, [Tax Increment Financing – NHMA Article 201610](#)
4. Additionally, I will provide links to two NH municipalities with details regarding their efforts with TIF districts.
  - a. [Peterborough, NH](#)
  - b. [Jaffrey, NH](#)

- iv. 2022 Land Sale Auction

1. At the May 9, 2022 meeting, the Select Board voted to sell 'The Homestead' at auction. At the May 23, 2022 meeting, the Select Board voted to schedule a fall auction with NH Tax Deed & Property Auctions. At the July 11, 2022 meeting, the

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Select Board voted to sign the contract for auction services. At the September 12, 2022 meeting, the Select Board finalized the auction details for an auction scheduled on November 5, 2022 at the Early Childhood Learning Center.

2. Auction Details: <https://nhtaxdeedauctions.com/barrington-nh-auction-nov-5-2022/>

### v. New Town Hall Open House

1. A committee of staff have been meeting to organize an Open House event for the new Town Hall. The event will start at 3:00pm and conclude at 7:00pm, flyer attached. The event will include opening remarks, a flag dedication by the American Legion, and a POW/MIA Chair of Honor dedication by Rolling Thunder. Light refreshments will be provided, and local businesses have made donations for a raffle.
2. See attached, [New Town Hall Open House Flyer 20221012](#)

### B. Municipal Office Administrator Caudle

## 9. Old Business

### A. Public Safety Building Renovation/Expansion – Discussion

- i. At the October 17, 2022 meeting the Police and Fire Chiefs presented the results from a [feasibility study](#) for a proposed renovation/addition to the Public Safety Building. The Select Board requested more time and information before making a determination on the project for the 2023 warrant.
- ii. At their October 18, 2022 meeting, the Advisory Budget Committee reviewed proposal and made the following recommendation. *The group feels the project shouldn't be rushed and presented over time to the public. The group feels they should put \$150,000 in a warrant article in 2023 for design and the bond in 2024.*
- iii. The Select Board is asked to consider how to proceed with the project proposal.

## 10. New Business

### A. 2022 Exemption and Credit Analysis – Discussion

- i. Annually, during the budget process, the Select Board reviews exemptions and credits offered to residents in Barrington. To support that discussion, staff have provided a comprehensive analysis of exemption and credit offering and utilization. Included in the 2022 analysis is a link to the 2018-2021 documents.
- ii. See attached, [2022 Exemption and Credit Analysis](#)
- iii. Service-Connected Total Disability Credit
  1. In 2019, the Select Board sponsored a warrant article to increase the service-connected total disability credit from \$2,000 to \$2,550. This article passed at the March 2020 Town Meeting. That same year there was also a petitioned warrant article to raise the credit to \$4,000 which was amended at Deliberative Session to reflect the Board-sponsored \$2,550 amount. In 2020, the Select Board sponsored a warrant article to increase the service-connected total disability credit from \$2,550 to \$3,050. This article passed at the 2021 Town Meeting. In 2021, the Select Board sponsored a warrant article to increase the credit from \$3,050 to



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\$3,550. This article passed at the 2022 Town Meeting and is the current value of the credit.

2. There are currently 43 active service-connected total disability credits in Barrington. The county average credit value is \$2,073 and the State average is \$1,781. The minimum is \$700, and maximum is \$4,000.

iv. All Veteran Credit

1. In 2020, the Select Board was presented with a petitioned warrant article to increase the All-Veteran's Credit from \$450 to the new maximum of \$750 over three years. The Select Board worked with the petitioner to clean up the warrant article language (which can only change one year at a time). As a result, the Select Board supported an article to increase the All-Veteran's Credit to \$550. This article passed at the 2021 Town Meeting. At Town Meeting in 2022, the Select Board sponsored a successful warrant article to bring the credit to \$650.

2. There are currently 498 active veteran credits in Barrington. The county average is \$496, and the State average is \$402. The minimum is \$50, and the maximum is \$750.

- v. The Select Board is asked to consider any Board-sponsored adjustments to the exemptions and credits offered to Barrington residents to be included on the 2023 Warrant.

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

12. Public Comment (see Visitor Orientation below)

13. Nonpublic Session (if required)

14. Adjournment

A. Upcoming Meetings

- i. November 7, 2022 • November 14, 2022 • November 28, 2022 • December 5, 2022

### **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: 193 013 548#

#### 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/TA20221024](http://www.barrington.nh.gov/TA20221024). Please contact the Town Administrator or Municipal Office Administrator with questions.



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Office of the Select Board

### 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.