



BARRINGTON, NH SELECT BOARD MINUTES

Monday, March 18, 2024

The Select Board meeting for Monday, March 18, 2024 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 Selectperson Cappiello, Selectperson Saccoccia, Selectperson Mannschreck, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver and Municipal Office Administrator (MOA) Caudle.

CALL TO ORDER, ROLL CALL ATTENDANCE

6:30pm. Selectperson Cappiello called the meeting to order, congratulated and welcomed Selectperson Mannschreck on another term, 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.

SELECT BOARD REORGANIZATION

6:31pm. Per Section 1(d) of the [Select Board Rules of Procedures](#), the first meeting of the Select Board following Town elections, the Select Board shall choose a Chair and Vice-Chair.

*Motion to nominate James Saccoccia as Chairperson by Selectperson Cappiello, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello - Aye. **The motion passed.***

*Motion to nominate Robert Gibson as Vice-Chairperson by Selectperson Hardekopf, seconded by Selectperson Mannschreck. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello - Aye. **The motion passed.***

AGENDA REVIEW AND APPROVAL

6:32pm. TA MacIver requested the addition of Representative Heath Howard as “C” under Invited Guests, and also the addition of up to a \$20,000 appropriation from the Fire Truck Capital Reserve to the Consent Agenda as item “G” for the outfitting of the forestry truck.

*Motion to approve the [Select Board Agenda for March 18, 2024](#) as amended by Selectperson Mannschreck seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello - Aye. **The motion passed.***

PUBLIC COMMENT

6:34pm. *Public comment opened.*

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Jeff Twarog, R&D Paving – Spoke to the upcoming paving bid and wanted to know if they would have a fair chance to be selected to complete the work as they've been the low bidder previously and have not been selected.

Chair Saccoccia expressed that all bidders would receive consideration.

6:36pm. There were no additional public comments. Public comment closed.

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison

6:36pm. No members of the School Board were present.

Community Power Aggregation Implementation

6:37pm. Selectperson Hardekopf congratulated the Energy Committee on Community Power having been approved by voters by the highest percentage of any article. TA MacIver explained the Town's counsel has reviewed the [Cost Sharing Agreement](#), and pointed out some concerns but did not advise against the adoption of the agreement as proposed. Paul Panish from the Energy Committee and Andrew Hatch from the Community Power Coalition were available to speak with the Select Board regarding any concerns or questions pertaining to the coalition and they and the Board discussed designation of an Authorized Officer and delegation of authority/tasks.

*Motion to enter into the Cost Sharing Agreement and Member Services Contract for the Complete Service Bundle with the Community Power Coalition of New Hampshire (CPCNH) with Conner MacIver, Town Administrator as the Authorized Officer and with elections in Exhibit C Article VII Section 2 of the Agreement being a) YES, b) YES, and c) YES and to approve CPCNH's Data Security and Privacy, Energy Portfolio Risk Management, Rates, and Financial Reserves Policies by Selectperson Hardekopf, seconded by Vice-Chair Gibson. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello - Aye. **The motion passed.***

Representative Heath Howard

7:00pm. Representative Heath Howard requested the Select Board authorize a study committee to study the planning of a communications district. The district would provide broadband services to underserved communities.

Selectperson Cappiello asked what the timeline is for the study committee; the Town has recently learned that it is competitive for the broadband grant; that may change how the Town would like to proceed. Per Representative Howard, the study committee would not oblige the Town to proceed with an agreement, it could withdraw.

Selectperson Hardekopf motioned to table this until more research is completed on [RSA 53-G:2](#); Chair Saccoccia and the Select Board members agreed. Selectperson Hardekopf specifically requested additional information on RSA 53-G-2 as well as information from the Strafford County Regional Planning Commission regarding Broadband that Representative Howard had discussed, and the mentioned UNH map.

The Town is waiting for a decision regarding the Broadband Matching Grant Initiative to improve broadband access in the Town. Information on the efforts and updates can be found on the Town's website at: www.barrington.nh.gov/fiber.

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Selectperson Capiello shared candidate sign legislation was defeated in committee.

Representative Howard explained he intends to bring that legislation forth again; it failed 19 to 1 in committee due to concerns raised by the Attorney General.

CONSENT AGENDA

7:17pm. *Motion to approve the Monday, March 18, 2024 Consent Agenda (A-G) as amended by Selectperson Hardekopf seconded by Selectperson Mannschreck. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Capiello – Aye. **The motion passed.***

A. [Meeting Minutes March 4, 2024](#)

*Motion to approve the March 4, 2024 minutes. – **Passed on the consent agenda.***

B. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable Manifest 2024-211
- ii. Payroll Manifest 2024-110
- iii. Oath of Office – Assistant Treasurer – D Cotter
- iv. Oath of Office – Deputy Treasurer – T Caudle
- v. Oath of Office – Planning – A Knapp
- vi. Oath of Office – Planning – R Allard
- vii. Oath of Office – Recreation – S Ramsey
- viii. Oath of Office – Zoning – J Flanagan
- ix. Oath of Office – Zoning – P Thibodeau
- x. Abatement – Map 117 Lot 7
- xi. Administrative Abatement – Map 265 Lot 14
- xii. Meeting Minutes – February 12, 2024
- xiii. Meeting Minutes – February 26, 2024

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

C. New Requests for Signature

- i. Accounts Payable Manifest 2024-212
- ii. Payroll Manifest 2024-111
- iii. Payroll Manifest 2024-111B (Fire)
- iv. Payroll Manifest 2024-111C (ET Buyout)
- v. Oath of Office – Treasurer – P Royce
- vi. Oath of Office – Tax Collector – L Markiewicz
- vii. Barrington Women’s Club Raffle Permit

*Motion to authorize and sign the above-referenced documents (i-vii). – **Passed on the consent agenda.***

D. Authorize Budgetary Wage Increases (Step and COLA)

- i. A 3% cost of living adjustment (COLA) for all employees and a step progression for eligible employees was included in the proposed [2024 budget](#). The budget was approved by voters at the March 12, 2024 Town Meeting Ballot Session, so the Select Board was asked to authorize the wage increases.

*Motion to authorize a step allowance for eligible employees and a 3% cost of living adjustment to increase all base wages on salaries and pay plans (including union) effective April 1, 2024. – **Passed on the consent agenda.***

E. 2024 Peeper Road Closure

- i. The 29th Annual Greater Barrington Chamber of Commerce Peeper 5k Run/Walk is scheduled for May 4th starting at 9am. The organizers have asked

Motion to authorize and sign the above-referenced documents (i-vi). – Passed on the consent agenda.

F. Appointments

i. Zoning Board of Adjustment – Parker Fairfield

1. Mr. Fairfield is interested in becoming a full member of Zoning Board of Adjustment. His previous experience includes serving on the Planning Board in a neighboring state. He has had conversations with staff and the Zoning Board of Adjustment Chair. A full appointment with a term expiring in 2025 is proposed.
2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the March 4, 2024 meeting.

Motion to appoint Parker Fairfield as a full member of the Zoning Board of Adjustment through March 31, 2025. – Passed on the consent agenda.

ii. Energy Committee – John (Jack) Bingham

1. Mr. Bingham was appointed as a founding member of the Energy Committee and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.
2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the March 4, 2024 meeting.

Motion to appoint Jack Bingham as a full member of the Energy Committee through March 31, 2027.. – Passed on the consent agenda.

iii. Transfer Station & Recycling Center Review Committee – Deborah Clough

1. Ms. Clough was appointed as an alternate member of the Transfer Station & Recycling Center Committee and is seeking reappointment. An alternate appointment with a term expiring in 2027 is proposed.
2. Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the March 4, 2024 meeting.

Make a motion to appoint Deborah Clough as an alternate member of the Transfer Station & Recycling Center Review Committee through March 31, 2027. – Passed on the consent agenda.

G. Forestry Truck Equipment Purchase

- i. The new forestry truck (Smokey Bearington) is in need of outfitting. Fire personnel have [obtained a quote from New England Vehicle Outfitters](#) for \$18,407.
- ii. This item was added to the Consent Agenda during Agenda Approval.

Motion to authorize up to \$20,000 from the Fire Truck Capital Reserve for forestry truck equipment (including emergency lighting, radio, and install). – Passed on the consent agenda.

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APPOINTMENTS**Appointments for Terms Expiring in 2024**

7:17pm. Select Board appointments expire on March 31st each year. Appointment terms are staggered to preserve institutional knowledge on each board and committee. The Select Board began reviewing appointments and reappointments on February 26, 2024. Thank you to our citizen volunteers!

Conservation Commission - Doug Bogen

7:17pm. Mr. Bogen previously served as a full member of the Conservation Commission and is seeking reappointment. A full appointment with a term expiring in 2027 is proposed.

Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the April 8, 2024 meeting.

Health Officer - James Jennison

7:18pm. Mr. Jennison is currently the Town's Deputy Code Enforcement Officer and will become the Code Enforcement Officer full-time following John Huckins' retirement in April. For ease of transition, it was recommended to appoint Jamey as Health Officer now. An appointment with a term expiring in 2027 is proposed.

Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the April 8, 2024 meeting.

STAFF REPORTS**March Work Anniversaries**

7:19pm. TA MacIver Presented March work anniversaries at the prior meeting in March. Thank you for your service to the Town of Barrington!

Steven Paul	Highway Department	24 Years
Eric Lenzi	Assistant Fire Chief	23 Years
Peter Royce	Treasurer	19 Years
Larry Coon	Fire/EMS	18 Years
Will Lenharth	Fire/EMS	18 Years
Amanda Barber	Police Detective Sergeant	8 Years
Vanessa Price	Town Planner	2 Years
Stephanie Sweeney	Recreation	1 Year

2024 Town Meeting Ballot Session Result

7:19pm. TA MacIver reviewed the results of the March 12, 2024 Ballot Session, bringing particular attention to the voter turnout, which was greater than 40%; greater than the Town has seen since it became an SB2 community.

The Board and TA MacIver discussed feedback about information shared prior to the vote, as well as feedback from voters after the vote. TA MacIver and the Select Board will discuss what worked, what didn't, and how to improve future participation and turnout.

Regarding the Public Safety Building Renovation failing during the vote; per [RSA 32:10, I\(e\)](#) the Town is unable to spend any funds on the project for a year. The RSA is known as "no means no" and prohibits the spending of municipal funds on a project that failed at a Town meeting.

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TA MacIver presented the [Tax Rate Impact Analysis](#) and the Board and TA discussed how to approach funding in the future.

2024 Barrington Kids Vote

7:36pm. TA MacIver reviewed the results of the 2024 Kids Vote. 424 kids voted, which he learned is approximately half of the K-8 population. The kids selected purple as the 2025 dog tag, the forestry truck will be named “Smokey Bearington”, three “I Voted” stickers were selected, and, most importantly, the kids selected Halloween (October 31st) as the Trick-or-Treat date for 2024. The date will be rain or shine!

The four sticker designers from the 0-K group will be reciting the pledge of allegiance at the next School Board meeting.

SELT Acquires and Conserves Three Key Properties in Barrington

7:39pm. TA MacIver shared that on March 7, Southeast Land Trust of NH (SELT) completed the conservation and acquisition of three properties in Barrington totaling 158 acres, working with the Bedford family. Partners in funding included the State Conservation Committee Moose Plate Program, the Great Bay Resource Protection Partnership, and the NH Charitable Foundation.

TA MacIver will provide an update on the total conserved land in Barrington.

Select Board Committee Assignments

7:40pm. After a brief discussion, the Select Board agreed to keep their committee assignments as they were for the previous year.

Selectperson Hardekopf:	Zoning Board of Adjustment
Selectperson Mannschreck:	Library Trustees, Advisory Budget Committee, Transfer Station & Recycling Center Committee, School Board
Selectperson Capiello:	Planning Board
Vice-Chair Gibson:	Conservation Commission, Trails Committee, Town Lands Committee, Energy Committee, Library Building Committee
Chairperson Saccoccia:	Recreation Commission, Technology Committee

Training Opportunities

7:42pm. TA MacIver provided the Select Board with upcoming training opportunities:

- A. Local Officials Workshop – In-Person/Virtual – 25 Triangle Park Drive, Concord
 - i. April 3, 2024 – 9:00am to 4:00pm
 - ii. May 7, 2024 – 9:00am to 4:00pm
- B. October 30 and 31, 2024 – New Hampshire Municipal Association Annual Conference – Manchester

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Municipal Office Administrator Caudle

7:42pm. MOA Caudle requested signatures for the minutes approved on the Consent Agenda, the oaths of office approved on the Consent Agenda, as well as abatements.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Meeting on April 29th for the Map 239, Lot 7 RSA 41:14-a Process

7:43pm. The Select Board agreed to have a strategic planning session following the April 8th meeting; the regular meeting will start at 5:30, strategic planning will be 6pm until complete. Business will be kept to a minimum. There will also be a meeting on April 29th for RSA 41:14-a land acquisition requirements.

Permit Work on Winkley Pond Road

7:48pm. The Planning Board conditionally approved a plan for six multi-family units on Winkley Pond Road. Part of the requirements included receiving permission from the Select Board to work in the right-of-way and a bond to ensure the right-of-way will be returned to its original condition. The town's engineer will determine the amount and inspect the condition at the conclusion of the project.

*Motion to authorize work within the right-of-way of Winkley Pond Road consistent with the conditionally approved plans and conditions set by the Planning Board, including a bond and third-party inspection(s) by the Town's contract engineer by Selectperson Hardekopf, seconded by Chairperson Saccoccia. Roll Call: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Capiello – Aye. **The motion passed.***

SELECT BOARD REPORTS AND CONCERNS

7:50pm.

Selectperson Hardekopf – The Master Plan Housing Committee meeting was held with exceptional input. On March 29th a proposed draft should be completed. The Zoning Board did not have a meeting in February.

Vice-Chair Gibson – Conservation and Energy met and discussed a strategy for solar development in Town. They decided to develop a strategic plan where all groups can weigh in. Conservation also discussed the Bedford parcels and will be providing a letter of support for the TIF district. The Richardson Pond study proposal has been submitted and will be under \$15,000. There was additional discussion regarding the Young Road project, with input being sent to the Planning Board.

Selectperson Mannschreck – The Transfer Station and Recycling Center Review Committee will be discussing stickers at their next meeting; the School Board and Library will be reorganizing at their next meetings. The Advisory Budget Committee is proposing strategic planning for next year's budget.

Chair Saccoccia – No additional information or updates from Recreation or Technology.

Selectperson Capiello – The Planning Board discussed the Young Road proposal, and both attorneys were in attendance. The Town's attorney encouraged all concerns for Young Road be put on the table, which led to a thorough discussion.

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PUBLIC COMMENT

7:54pm. *Public Comment opened.*

Rick Walker, Fire Chief – Chief Walker thanked the Select Board for allowing the Firefighter’s Association to use the Public Safety Building for the pancake breakfast. It was very well attended and a good time for all who attended. Chief Walker is looking forward to being a School Board member and encouraging the two boards to work together to benefit Barrington.

Selectperson Hardekopf – Requested information about steps towards an air quality study. TA MacIver has reached out to appropriate parties for additional information and guidance.

7:56pm. There were no additional public comments. *Public Comment closed.*

ADJOURNMENT

7:56pm. *Motion to adjourn the March 18, 2024 Select Board Meeting by Selectperson Mannschreck, seconded by Selectperson Hardekopf. 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 [March 18, 2024 Town Administrator’s Report](#). The next meeting will be held on April 8, 2024.

Chairperson James Saccoccia

DocuSigned by:

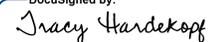

Selectperson Joyce Cappiello

DocuSigned by:


Selectperson Dannen Mannschreck

DocuSigned by:


Vice-Chair Robert Gibson

DocuSigned by:


Selectperson Tracy Hardekopf

April 8, 2024
Date Minutes Were Approved