



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

Monday, August 23, 2021

The Select Board meeting for Monday, August 23, 2021 began at 6:30pm. The meeting was held at the Early Childhood Learning Center (ECLC), 77 Ramsdell Lane, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Vice-Chair Saccoccia, Selectperson Ayer, Selectperson Bailey, Selectperson Mannschreck, and Municipal Office Administrator (MOA) Caudle. Town Administrator (TA) MacIver was in attendance remotely and Chairperson Knapp was excused.

**6:30pm.** The meeting was called to order by Vice-Chair Saccoccia.

### **ROLL CALL ATTENDANCE**

**6:30pm.** Select Board attendance was taken via Roll Call: Ayer-Present, Bailey – Present, Mannschreck – Present, Saccoccia – Present, Knapp – Not Present.

### **PLEDGE OF ALLEGIANCE**

**6:31pm.** Vice-Chair Saccoccia led the Pledge of Allegiance.

### **AGENDA REVIEW AND APPROVAL**

**6:31. Selectperson Bailey** requested clarification regarding additions to the agenda. Motion to approve the meeting agenda for the [Monday, August 23, 2021](#) meeting as presented and amended by Selectperson Mannschreck, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed by unanimous consent.***

### **PUBLIC HEARINGS**

#### **Acceptance of Barrington Fireman's Association Funds**

**6:33pm.** The Barrington Fire Association has voted to donate up to \$18,816.94 towards the purchase of an ultra-terrain vehicle for emergency response. Voters supported this purchase at Town Meeting in 2021 by passing Warrant Article #7. Acceptance of any unanticipated funds are governed by [RSA 31:95-b](#). This public hearing was advertised in Foster's on August 12, 2021 as required.

Motion to accept and expend the Barrington Fire Association Funds up to \$18,816.94 by Selectperson Ayer, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed.***

**6:34pm.** Public Comment opened.

**Fire Chief Rick Walker** – Spoke to the increase in cost being due to recent increase in the item cost as well as an unexpected increase in shipping costs.

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

*The Select Board reaffirmed their vote following Public Comment.*

**Issuance of a Building Permit on Long Shores Drive, a Private Road, for Luann Haggerty – 102-77**

**6:36pm.** This hearing was continued from the August 9, 2021 meeting due to the applicant not having submitted the required plot plan and a question regarding this being a two or three bedroom home. Department Heads and the Planning Board have reviewed the request and recommended the Select Board support the following requirements:

1. Install and maintain erosion control between the lower limits of construction and the river
2. Driveway culvert may be required closer to the house depending on house and driveway orientation
3. Pitch the driveway away from the road for eight feet from the edge of the road to prevent runoff getting into the road
4. Direct runoff along either side of the property sideline and not toward the road.
5. Maintain a 10-foot-wide natural buffer down the sidelines to capture and treat runoff.
6. Restore any disturbance to Long Shores Drive upon completion of the work.
7. Prominently display house number to aid emergency response.
8. Join the local road association to be able to participate and have input in the ongoing maintenance of Long Shores Drive.

**Building Inspector John Huckins** confirmed the plan provided in the packet meets requirements.

**Selectperson Bailey** requested the vote for approval be postponed or denied as the plan states it is not to be used for this purpose.

**6:41pm.** Public comment opened.

**6:41 pm.** There were no public comments. Public comment closed

Motion for the issuance of a building permit for Map 102, Lot 77 with requirements 1-8 as written above by Selectperson Ayer, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – No, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed.***

**Selectperson Bailey** spoke to the Select Board regarding his opinion that the item submitted as a plot plan clearly states it is not a plot plan, is not a legal document, and his belief that the Select Board erred in approving this building permit.

**CONSENT AGENDA**

**6:42pm.** The meeting minutes for August 9, 2021 have been corrected to clarify Vice-Chair Saccoccia motioned to seal the minutes, while Chairperson Knapp seconded the motion.

Motion to accept the Monday, August 23, 2021 Consent Agenda (A-F) as presented and by Selectperson Mannschreck, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed by unanimous consent.***

**A. Meeting Minutes for August 9, 2021**

*Motion to approve the August 9, 2021 minutes – Passed on the consent agenda.*

**B. Previously Submitted/Signed Requests for Signature**

- a. July 26, 2021 Meeting Minutes
- b. Oath for Jack Gale's Appointment to the Conservation Commission
- c. Raffle Permit for Barrington Women's Club
- d. Payroll Manifest 2021-132
- e. Payroll Manifest 2021-132 Fire
- f. Accounts Payable Manifest 2021-233

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

**C. New Requests for Signature**

- a. *Accounts Payable Manifest 2021-233b*
- b. *Accounts Payable Manifest 2021-234*
- c. *Payroll Manifest 2021-133*

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

**D. Authorize link to the Barrington Tricentennial Committee's Website**

*Motion to allow a link to the Barrington Tricentennial Committee's website per the [Town's Website Link Policy](#) – **Passed on the consent agenda.***

**E. Reverse Involuntary Lot Merger – [Map 235, Lot 79](#)**

*Motion to unmerge Map 235 Lot 79 – **Passed on the consent agenda.***

**APPOINTMENTS**

**6:43pm.** There were no scheduled appointments.

**PUBLIC COMMENT**

*Public Comment is limited to three minutes per person, and 15 minutes total.*

**6:44pm.** Public Comment opened.

**Chief Walker** requested Select Board approval for the Boy Scouts to use the parking lot and side yard of the Public Safety building for an informational and recruiting event on September 11th. Selectperson Ayer requested it be clearly marked to avoid confusion regarding the event. The Select Board agreed by consensus to allow the use of the area for the event.

**6:45pm.** There were no public comments. Public Comment closed.

**STAFF REPORTS****Public Safety Paving**

**6:45pm. TA MacIver** thanked the Public Safety officers for their cooperation while the parking lot was paved and offered his appreciation to Road Agent Marc Moreau for working through the weekend to ensure the project was completed.

**Requests for Signature**

**6:47 pm. Municipal Office Administrator Caudle** presented for signature:

- No additional documents

**OLD BUSINESS****Ultra-Terrain Vehicle Award Update**

**6:48pm. Chief Walker** and **Vice-Chair Saccoccia** explained the UTV bid package was prepared to allow organizations to bid on one or multiple items. The recommendation from the committee was to purchase the trailer from REP, the skids from the manufacturer, and the UTV itself from Venture Powersports.

Motion to amend the Ultra-Terrain Vehicle Bid award to be \$24,622.94 to Venture Powersports (UTV, Tracks, Roof, and Windshield), \$4,195 to REP Enterprises (Trailer) and up to \$5,999 to CET Fire Pumps Mfg. (Skids) for a total of up to \$34,816.94 by Selectperson Mannschreck, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – No, Saccoccia – Aye. **The motion passed.**

**2021 Tax Deeding**

**6:49pm.** Each year the Tax Collector must present deeds to the Select Board for properties with outstanding balances dating back three or more years in a process prescribed in RSA 80:77. Any properties eligible for deeding in 2021 have unpaid balances on the 2018 lien. A list of [properties eligible](#)

[for tax-deeding](#) was provided by the Tax Collector. Map 23, Lot 46 has a 2018 lien balance of \$88; due to the low balance a deed waiver has been requested for this property for 2021.

Motion to authorize the issuance of a 2021 deed-waiver for Map 23, Lot 46 by Selectperson Ayer, seconded by Selectperson Mannschreck Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed.***

#### **Recreation Slide Bid Award**

**6:52pm.** There were no responses to the bid. Staff recently learned of a request by Scamman Farm in Stratham for a playground slide, and after no bids were received, reached out to the farm. The owners expressed interest in adding the slides to their play area. The farm had a fire in May of 2021, with one barn having been a complete loss and another historic barn sustaining significant damage. Recreation Director Jessica Tennis supports donating the slides to the farm, with Select Board approval.

Motion to donate the slides to Scamman Farm by Selectperson Ayer, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed.***

#### **NEW BUSINESS**

##### **Building Department Vehicle Replacement**

**6:56pm.** The Building Department vehicle needs repairs totaling \$2,300. The current vehicle is 11 years old and [scheduled for replacement](#) in 2021 as part of the [Capital Improvements Plan](#). Replacement was delayed at the recommendation of Building Inspector John Huckins due to the uncertainty around the COVID-19 pandemic.

**Vice-Chair Saccoccia** encouraged investigation into an electric vehicle or AWD vehicle. **Selectperson Ayer** suggested in the future the Building Department repurpose police vehicles. **Chief Joy** stated the vehicle currently being rotated out by the Police Department is not in a condition to be passed to another department, the vehicle on rotation to be replaced next year might be an option. **Building Inspector Huckins** explained the needs of the vehicle, including concerns on some of the back roads in Town.

Motion to replace the 11-year-old Building Department vehicle by purchasing a base model 2021 Equinox from Hilltop Chevrolet for up to \$25,000 using surplus funds from the 2021 operating budget coded to the incident fund by Selectperson Bailey, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed.***

##### **Police Department Staffing Plan and 2022 Budget Considerations**

**7:07pm.** **Police Chief George Joy** presented a [Police Department Staffing Objective and Proposal](#), explaining the growth and demands of the Town and the methods used to determine how many officers a community should employ. He encouraged the Select Board to support ensuring the Town have two officers on patrol 24/7 by 2022 by adding one full-time patrol position in the 2022 budget. The presentation included information on current Town demographics and staffing, staffing surveys and statistical analysis, a review of a prior staffing recommendation in the Town's [Critical Facilities & Utilities](#) update in the Master Plan, an overview of staffing deficiency, and information regarding current activity levels and demands on staff. Additionally, Chief Joy recently learned one of the officers will be deployed from March of 2022 through 2023.

**Vice-Chair Saccoccia** asked for additional information regarding the hiring of a school resource officer, who would work both at the two schools and cover shifts. Chief Joy shared that the previous Chief had multiple conversations with the School Department regarding the shared funding of Resource Officer.

**2020 Financial Audit Review**

**7:43pm.** An audit of the Town's 2020 finances was recently completed by Plodzik & Sanderson CPAs, who began their work in March. The complete report for the [2020 Financial Audit](#) is available online, and a memo was prepared by Town staff after review of the [Auditor's Report](#) and [Governance Letter](#).

**Use of ARPA Funds for Public Safety Generator**

**7:47pm. TA MacIver** asked the Select Board's interest in utilizing the American Rescue Plan Act (ARPA) funds for a generator at the Public Safety Building. The current generator is a vulnerability as it is not auto-start and is increasingly challenging to service. A rough estimate for a new generator that will meet the needs of the Public Safety building is \$35,000, though upon further review, that number has been called conservative by Vice-Chair Saccoccia.

**Selectperson Bailey** shared at one point approximately seven facilities in Town had generators in case of need. He stated the funds should also be used at the new Town Hall building if possible.

**Chief Joy** agreed the Town Hall, as the Emergency Operations Center (EOC), will need a generator. However, the Public Safety Building also needs backup power as business is best conducted from that Building.

**TA MacIver** shared the Town is currently in the process of obtaining a \$275,000 grant from FEMA for the EOC at the Town Hall.

**Chief Walker** emphasized the need for a generator with an auto-start, and that he learned the generator currently in place is no longer made, there are no parts available for the unit being made. Vice-Chair Saccoccia shared specific needs to figure out what the Public Safety building would need to prepare for an RFQ.

The Select Board agreed by consensus to allow TA MacIver to further pursue ARPA funding for a generator for the Public Safety Building.

**SELECT PERSONS REPORTS AND CONCERNS**

**8:01pm.**

**Selectperson Ayer** – Was unable to attend the most recent Conservation Commission meeting. The Town Lands Committee met on Saturday. They're working diligently on a new development to be shared later.

**Selectperson Bailey** – Did not have any information to report.

**Selectperson Mannschreck** - Was unable to attend the Transfer Station and Recycling Center Committee (TSRCC) meeting and School Board meeting. School Board has received additional funding. The TSRCC is concerned about trash bag prices possibly changing, and in discussions with options for composting, staff were informed that Barrington is considered too small of a source on its own but may be able to increase compost with involvement of restaurants and the local schools. The next meeting is September 20<sup>th</sup>. The Advisory Budget Committee has its next meeting September 7<sup>th</sup>.

**Vice-Chair Saccoccia** – Recreation slides will be offered to those in need, summer camp has wrapped up, school will be starting shortly. Recreation Director Jessica Tennis provided an update that the floor project is delayed, and there was a large software update that will hopefully improve resident experience.

**PUBLIC COMMENT**

**8:05pm.** Public Comment opened.

**Selectperson Bailey** – Voiced his disappointment in the vote for issuance of a building permit earlier this evening.

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**Selectperson Ayer** – Shared his thoughts that individuals in Barrington state they want to live in a small Town, but then look for all the amenities of a city. He explained that cost of such amenities must be paid for by taxpayers, and residents need to decide what they do and don't want to pay for by voting.

**8:06pm.** There were no additional public comments. Public Comment closed.

**NONPUBLIC SESSION**

There was no nonpublic session.

**ADJOURNMENT**

**8:06pm.** Motion to adjourn the August 23, 2021 Select Board meeting by Selectperson Mannschreck, seconded by Selectperson Ayer. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the [August 23, 2021 Town Administrator's Report](#).

Not Present

Chairperson A. Knapp

DocuSigned by:

George Bailey

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Selectperson G. Bailey

DocuSigned by:

J. Saccoccia

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Vice-Chairperson J. Saccoccia

Selectperson D. Ayer

DocuSigned by:

Dannen Mannschreck

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Selectperson D. Mannschreck

9/13/2021

Date Minutes Were Approved