



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

Monday, December 6, 2021

The Select Board meeting for Monday, December 6, 2021 began at 6:34pm. 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 Chairperson Knapp, Selectperson Ayer, Selectperson Bailey, Town Administrator (TA) MacIver, Advisory Budget Committee (ABC) Chair Steve Saunders, and Municipal Office Administrator (MOA) Caudle. Vice-Chair Saccoccia was in attendance remotely, and Selectperson Mannschreck was excused.

**6:34pm.** The meeting was called to order by Chairperson Knapp.

### **ROLL CALL ATTENDANCE**

**6:34pm.** Select Board attendance was taken via Roll Call: Ayer-Present, Mannschreck – Not Present, Bailey – Present, Saccoccia – Present via remote access at 22 James Henry Drive, Barrington, Knapp – Present.

### **PLEDGE OF ALLEGIANCE**

**6:35pm.** Chairperson Knapp led the Pledge of Allegiance.

### **AGENDA REVIEW AND APPROVAL**

**6:35pm.** Selectperson Ayer stated he believed the holiday schedule had already been decided; TA MacIver confirmed the Select Board requested to review in December or January.

Motion to approve the December 6, 2021 Agenda by Selectperson Bailey, seconded by Chairperson Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

### **PUBLIC COMMENT**

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

**6:36pm.** Public Comment opened.

**6:37pm.** Public Comment closed.

### **PUBLIC HEARINGS**

There were no public hearings.

**CONSENT AGENDA**

**6:37pm.** Motion to accept the Monday, December 6, 2021 Consent Agenda (A-D) as presented by Chairperson Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – No, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion did not pass by unanimous consent, and will be presented at the January 3, 2022 meeting.***

A. **Meeting Minutes November 29, 2021**

*Motion to approve the November 29, 2021 minutes – **Did not pass by unanimous consent, will revisit on January 3, 2022.***

B. Previously Submitted/Signed Requests for Signature

i. Land Use Change Tax (LUCT) Bills

1. Map 220 Lot 54 Sublot 1
2. Map 220 Lot 54 Sublot 7-1
3. Map 220 Lot 54 Sublot 7-2

ii. Administrative Abatements

1. Map 111 Lot 27
2. Map 114 Lot 51
3. Map 124 Lot 20

iii. Supplemental Warrant to issue a second-half bill for a property that was repurchased

iv. Meeting Minutes for Select Board Meeting of November 8, 2021

v. Meeting Minutes for Select Board Meeting of November 15, 2021

*Motion to authorize and sign the above-referenced documents (i-v) – **Did not pass by unanimous consent, will revisit on January 3, 2022.***

C. New Requests for Signature

i. Accounts Payable Manifest 2021-249

ii. Payroll Manifest 2021-148

*Motion to authorize and sign the above-referenced document (i-ii) – **Did not pass by unanimous consent, will revisit on January 3, 2022.***

**APPOINTMENTS****2022 Budget Presentation – Advisory Budget Committee Final Report**

**6:37pm.** Motion to approve budget as amended with exception of warrant articles by Selectperson Bailey.

ABC Chair thanked Department Heads, Select Board, and TA MacIver for their efforts during the budget process. He further reviewed the ABC Report to the Town of Barrington Select Board.

The Select Board discussed a warrant article for a non-lapsing amount of \$100,000 for additional roadway paving.

Selectperson Ayer raised concerns regarding the prosecutorial budget increases.

Police Chief George Joy encouraged the Board to consider a multi-year contract to limit the possibility of an increase in cost. The Board agreed by consensus to consider a contract, and TA MacIver offered to obtain contract options prior to the next meeting.

Chief Joy shared if the Board does not sign a contract, the Town will not have a prosecutor as of January 1, 2022. He cannot speak highly enough of prosecutor Reed and the progress that has been made since she has started working with Barrington.

TA MacIver shared the total budget request has been reduced an additional \$13,500 from what is presented due to an insurance census change. An increased State allocation of Rooms & Meals Tax to municipalities, which are funds not raised by property taxes, means the town receives several hundred thousand dollars. This, in part, has contributed to the proposed budget having no tax rate increase in 2022.

Chair Knapp shared his opinion of the step/COLA system used by municipalities, and how the private sector adjusts comparatively quickly. Would like to balance retaining staff with keeping the tax rate low.

TA MacIver explained property values, demand, and the equalization ratio. The recent revaluation corrected property values, but as the prices continue to increase, the assessed values continue to stray from the market value.

Prior motion by Selectperson Bailey seconded by Chairperson Knapp. Roll call vote: Ayer – No, Bailey - Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

### **2022 Budget Presentation - Warrant Articles**

**7:10pm.** Selectperson Bailey discussed his preferences for changes to warrant articles, including reducing the \$75,000 warrant article request from the library

ABC Chair Steve Saunders explained he'd like to keep the funding for the Fire Equipment level. The Board, Mr. Saunders, and Fire Chief Rick Walker discussed options, including the pros and cons of delaying the purchase of a forest truck, including needing to purchase two large pieces of equipment in a smaller timeframe if purchasing is delayed. The truck is currently in very good condition and is not in urgent need of replacement. The Fire Department is looking into options to outfit the truck to increase versatility and useability in winter.

Chair Knapp would like to be mindful of needing to replace fire equipment, and possibly raise the Fire Truck capital reserve to \$100,000. He would like to continue the Library Capital reserve at \$25,000, but the funds would need to be moved from other articles to stay on-budget. Chief Walker suggested reduction of the Fire Rescue Equipment Capital Reserve at an amount of \$10,000, to \$0.

TA MacIver explained the Emergency Communication Capital Reserve, the progress the Town is making improving the communication for Public Safety in Town and the need to preserve the proposed \$50,000.

Chairperson Knapp questioned the \$15,000 in funds for the Tricentennial celebration. The merchandise is selling well per Chief Walker, who also shared he was comfortable raising the additional \$5,000 if the warrant article was left at \$10,000. He shared the celebration can accept donations from corporations, contractors, electricians, etc. for assistance with the fireworks display.

The Select Board discussed options to maintain a level use of unassigned fund balance and still provide some support to the Library. Chief Walker suggested reducing the Fire Truck Equipment Capital Reserve to \$5,000, and Chief Joy offered to reduce the Police Equipment Capital Reserve to \$5,000.

After discussion, the Select Board agreed to reduce the Library Capital Reserve by \$5,000 to \$20,000, citing their lack of spending any funds nor sharing a plan for the funds but the wish for the Select Board to continue supporting their efforts. The Tricentennial Capital Reserve will be set at \$10,000, and the Fire Truck Capital Reserve at \$80,000.

Motion to approve the proposed warrant articles as amended by Chairperson Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey - Aye, Saccoccia – Aye, Knapp – Aye.

***The motion passed.***

TA MacIver explained the numbers for the Cemetery Article may change numbers based on income, but it will be offset by revenue received.

The Select Board thanked the Advisory Budget Committee for their hard work during the budget process.

The public hearing for the warrant articles will be at the January 3<sup>rd</sup> Select Board meeting. A second public hearing, to be held on January 17<sup>th</sup>, will only be held if a petitioned warrant article is submitted. The hearing notice will be posted in Foster's the week of Christmas. The snow date for the public hearing on the 3<sup>rd</sup> will be 17<sup>th</sup>. A zoning petitioned article has been submitted and has begun the review process.

*The Select Board agreed by consensus to cancel the December 13, 2021 meeting.*

## **STAFF REPORTS**

### **TA MacIver – December Work Anniversaries**

**7:44pm.** Thank you for your dedication and hard work on behalf of Barrington!

Richard Walker, Jr.	Fire Chief (Initially as Highway Dept)	21 Years
Robert Brown	Highway Department	14 Years
Dana Martel	Custodian	9 Years
Brian Dodier	Highway Department	8 Years
Susan Milioto	Library Desk Clerk	4 Years
Christopher Wareing	Fire Department	3 Years
Jake Roger	Fire Department	3 Years
Kieron Taylor	Fire Department	2 Years
Lilah Cherim	Fire Department	2 Years
Rebecca Nelson	Deputy Town Clerk	2 Years
Malachi Fisher	Fire Department	1 Year

**TA MacIver – 1 Ton Truck Bid**

**7:46pm.** The [bid has been extended](#) due to a lack of submissions. Due to current supply & demand, it is unlikely the Town will receive a bid. Staff are currently preparing for alternatives, including reviewing a pool of equipment that might not meet all specifications. Additionally, the six-wheel is not in need of replacement currently but will need replacing next year. Staff would like to advertise for a [six-wheel truck](#) and [equipment](#).

Chairperson Knapp would like to encumber funds and/or investigate state equipment. The Town currently has an old six-wheel truck as a backup. Selectperson Ayer recommended looking into a 10-wheeler, noting increased availability. TA MacIver will discuss with Road Agent Marc Moreau.

**TA MacIver - Library Staffing – Additional Hours**

**7:49pm.** The Advisory Budget Committee examined the request from the library for additional hours, recommending removing \$12,000 from the budget; Library Director Melissa Huetten suggested altering the previous request to 27 hours for one position, 29 for the other to reduce benefit costs, adding \$2,805 to the budget instead of \$12,000. Chairperson Knapp noted he would like to see an increase in utilization of the library with an increase in staffing.

**OLD BUSINESS****2022 Holidays Revisit**

**7:51pm.** The Select Board set the [2022 Holiday Calendar](#) on July 12, 2021, including the 12 holidays included in the Personnel Plan. The Select Board voted to revisit the inclusion of Juneteenth National Independence Day in December. Of eleven New Hampshire communities that have decided, three are adding Juneteenth as an additional paid holiday while eight are not. Select Board agreed by consensus to not add an additional paid holiday.

**NEW BUSINESS**

There was no new business.

**SELECT PERSON REPORTS AND CONCERNS**

**7:54pm.**

**Selectperson Ayer** – Shared the Gerrior Drive subdivision proposals are due 12/20/21, walkabout coming up (pull from bid)

**Selectperson Bailey** – Attended the Library meeting, which was amicable.

**Vice-Chair Saccoccia** – Reported the Recreation Department is doing well, but is short-staffed.

**Chairperson Knapp** – Was not able to attend the Planning Board meeting. He recognized all the participants of the Polar Express event as well as those involved in the Soiree, both being well attended and appreciated by residents.

**PUBLIC COMMENT**

**7:56pm.** Public Comment opened.

**Joyce Capiello** – 23 Lois Lane – Shared that as a Barrington resident, she has always voted for capital improvement projects to prepare for the future. She was not in agreement with ABC

statement that library funds have no plan, would have liked to see \$25,000 approved, and encouraged the Board to keep looking for places to fund the library.

**Rick Walker** – Stuff-a-Truck went well on Saturday, they received approximately 50 toys and a significant amount of cash, which is generally used for older kids. The Fire Department will still accept toys until around the 15<sup>th</sup>-16<sup>th</sup> of December and make sure Barrington residents get taken care of first, to be shared with other communities after.

**7:59pm.** There were no additional public comments. Public Comment closed.

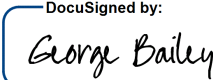
**TA MacIver** added – The Planning Board meeting went well; the public hearing is December 14<sup>th</sup> here at the ECLC. He encouraged all members of the public to participate if they have interest in land use law or the development of Barrington.


### ADJOURNMENT

**8:01pm.** Motion to adjourn the December 6, 2021 Select Board meeting by Selectperson Bailey, seconded by Chairperson Knapp. Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the [December 6, 2021 Town Administrator's Report](#).

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Chairperson A. Knapp

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Selectperson G. Bailey

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Vice-Chairperson J. Saccoccia

\_\_\_\_\_  
Selectperson D. Ayer

Not Present  
\_\_\_\_\_  
Selectperson D. Mannschreck

January 3, 2022  
\_\_\_\_\_  
Date Minutes Were Approved