

SELECT BOARD MINUTES MONDAY, MAY 20, 2019

The meeting for Monday, May 20, 2019 started at 6:30 p.m. Present were Selectperson Ayer, Selectperson Bailey, Selectperson Hatch, Selectperson Hardekopf, Chairperson Knapp, Administrator MacIver and Clerk McNeil.

Chairperson Knapp welcomed everyone, led in the Pledge of Allegiance and asked everyone to silence their cell phones.

APPOINTMENTS

John Obrey – Trail of Life – Community Service Project – John Obrey, who recently tiled the food pantry and worked on the shelves for his Trail of Life project has another idea to pursue. He would like to remove the graffiti that is on the retaining wall by the Recreation Dept. door, at the Goodwill Winnie the Pooh Trail and at Stonehouse Pond. This project will take several days, and they will not be using any chemicals. He has talked with Paul Sanders and will be talking with Southeast Land Trust the owners of Stonehouse Pond. Selectperson Bailey moved to support Mr. Obrey's project, seconded by Selectperson Hatch. The motion passed

Chairperson Knapp opened the public hearing on the issuance of a building permit at 6:32 p.m. for Marc & Cathie Lacasse and Patrick & Julie Lacasse at 106 Small Road. Clerk McNeil stated that there is already a dwelling on the lot. The building permit is for an addition. Dana Drake from the Highway Department viewed the road. He recommends that after completion of the project the road be graded from the start of the dirt portion to the end of the Lacasse property. A load of gravel may need to be added to the rough spots. If not already members, it was recommended that the property owners join the road association. The Planning Board supports Mr. Drake's recommendations and they expressed without objection that they know of no pending projects or conditions that would hinder the issuance of the building permit. Any issues would need to be addressed before issuance of the certificate of occupancy. This has also been before the ZBA. Douglas Hatch, who represented the Lacasse's, questioned whether everyone who applies for a building permit on a private road is treated the same way as he feels that there have been inconsistencies with other property owners on private roads. Selectperson Bailey moved to issue a building permit to include the recommendations from the Highway Department, seconded by Selectperson Hardekopf. Chairperson Knapp asked for a vote, Ayer – aye, Bailey – Hatch – abstained, Hardekopf – aye, Knapp – aye. The motion passes.

The Board acknowledged National Public Works Week and EMS Week. Chairperson Knapp read their Proclamations

Joint Meeting with Conservation Commission and Recreation Commission - Valerie Allen, Chair of the Conservation Comm., introduced the members present. The Board and Conservation Commission have both reviewed the Memo of Understanding (MOU).

Selectperson Hardekopf moved to accept the MOU, seconded by Chairperson Knapp. The motion passes.

Town Administrator MacIver noted, that from the Town's 2010 audit, there has been a discrepancy on money from Land Use Change Tax (LUCT) and the Conservation Fund. The discrepancy was reviewed by our auditors. Town office staff has spent hours trying to identify the original source of this money owed. Selectperson Hardekopf moved to split the \$224,018.64 that the Conservation Fund owes the town's general fund (\$112,009.32), subtract \$86,070 in Land Use Change Tax that the Town owes the Conservation Commission, so the Conservation Commission will owe \$25,939.32 to the town, seconded by Chairpersons Knapp. Chairperson Knapp asked for a roll call, Ayer – aye, Bailey – abstained, Hatch – aye, Hardekopf – aye, Knapp – aye. The motion passes. The Conservation Commission was asked to approve this agreement. Mrs. Allen noted that she would like to get input from her whole Board before approving the agreement.

Highway Department Billing Policy (Second Reading) – This policy applies to work performed and materials supplied by the Highway Department, for the Town, that is not directly related to roads, bridges, dams and the transfer station. This policy applies internally and externally. The limits are consistent with the purchasing policy. John Wallace asked when this would become effective – immediately. He also noted that they may have to budget for some of the work that the Highway Department does for them. The intent was to capture the big projects. Selectperson Hardekopf moved to accept this policy, seconded by Selectperson Bailey. The motion passes.

Recreation – Review of MOU – Tara Barker noted that the Recreation Commission did not recommend any changes to the MOU. Selectperson Hardekopf moved to accept the MOU, seconded by Chairperson Knapp. The motion passes.

Recreation Program Updates – Before and After School Care – Tara Barker introduced Assist. Rec. Director, Jessica Tennis. The Before and After School Care program filled up very quickly this year. People want to know what the town will do to increase space especially between 2:00 p.m. and 6:00 p.m. The School Board wanted to help find a creative solution with the Recreation Dept. A new program will be offered for grades kindergarten and 1st graders. Over 50 children have already registered. The elementary and middle school will continue with their programs for before and after school care. They would also like to implement a full-time program coordinator. The Rec. Commission has supported this position and the funding would come out of the revolving fund including salary and benefits. Administrator MacIver noted how hard Jessie and Tara worked to implement this before and after school care program. Tara noted that it was one big group effort with the schools, bus company and staff!

Green Play Strategic Plan Presentation – This is the final presentation and report of the Strategic Plan for the Recreation Department. The presenters noted the process including information gathering, strengths of existing recreation opportunities, reoccurring themes from the surveys that were completed by community members, preliminary findings and visioning, recommendation and action plans. Selectperson Ayer asked if anyone talked with the Trails

Committee. Administrator MacIver noted that this will be a great tool to move the Recreation Department forward and help with budgeting.

Advisory Budget Committee Appointments

Two new residents were interested in joining the ABC. Selectperson Bailey moved to support the following appointments: Dannen Mannschrek an alternate for one year, John Morris a member for one year and Bradley Bogue an alternate for three years, seconded by Selectperson Hatch. The motion passes. Chairperson Knapp administered the Oath of Office for Mr. Mannschrek.

Oyster River Local Advisory Committee Recommendation of Ken Flesher – Selectperson Hatch moved to recommend Ken Flesher as Barrington’s representative to the Oyster River Local Advisory Committee, seconded by Selectperson Ayer. The motion passes.

PUBLIC COMMENTS

Chief Walker noted that the Firemen’s Association will be having an MDA Boot Drive on Smoke Street on Barrington Day. Selectperson Hardekopf moved to support the Firemen’s Association Boot Drive, seconded by Selectperson Ayer. The motion passes.

Selectperson Hatch noted that Barrington Elementary School was named the best Elementary School in the state. It is quite an honor and administrators; teachers and staff should be proud of their accomplishment.

John Wallace noted that the gate at the Route 125 entrance of SATWaSr was bent by a Jeep that had been illegally on the property and was trying to get out. Administrator MacIver will follow-up.

Stephanie Dimke from Stars and Stripes for Barrington was present to get the Board to sign the permission from Eversource to place flags on the telephone poles. Selectperson Ayer moved to have Selectperson Bailey sign the paperwork, seconded by Chairperson Knapp. The motion passes.

John Wallace reported that the Conservation Commission will be sponsoring a bird walk on Saturday, May 25th at 7:30 a.m. on the SATWaSr property. Meet at the Route 125 entrance.

REVIEW OF MINUTES – May 6, 2019 – Selectperson Hardekopf moved to accept the minutes of May 6, 2019, seconded by Selectperson Knapp. The motion passes.

STAFF REPORT

Administrator MacIver

1. Erin Paradis reported on the Roadside Trash Day that was held on April 20th. The next Roadside Trash Day is scheduled for April 25, 2020.
2. Transfer station will be closed on July 4th.

3. R & D has done their first round of paving. The highway crew is working on replacing culverts and doing ditch work.

Clerk McNeil

Clerk McNeil requested signatures on the following: the ABC appointments, one Intent to Cut Timber, Timber Tax Warrants totaling \$27,250.62, vendor manifest dated 5/15/2019 and payroll manifest dated 5/12/2019.

OLD BUSINESS

Fire Department Officer Per-Diem Wages – The Compensation Study Task Force recommended the following wages for per-diem officers: Assist Fire Chief - \$19/hour, EMS Chief - \$18/hour, Captains - \$18/hour and Lieutenants \$17/hour. These wages will be reviewed again during the compensation study. Selectperson Bailey moved to accept the recommendations, seconded by Selectperson Hardekopf. The motion carries.

Financial Policy Review (Second Reading) – Selectperson Hardekopf moved to accept the Investment Policy, seconded by Selectperson Knapp. The motion carries. Chairperson Knapp moved to accept the Deposit Policy, seconded by Selectperson Hardekopf. The motion carries.

Job Description Review – Highway/Transfer Station Support Assistant – Selectperson Hardekopf moved to accept the updated job description, seconded by Chairperson Knapp. The motion carries. Selectperson Hardekopf moved to change to Grade 14 and review after the compensation study is completed, seconded by Selectperson Bailey. The motion passes. This will take effective next week.

Sale of Town Properties – Brian Lenzi commented on the recommendations of the Lands Committee. Four lots had low bids and they didn't support selling those lots. Several of the lots are wet or have difficult slopes. Selectperson Ayer questioned the way the bid process was done. Selectperson Bailey feels that all the lots should be transferred even though the bids were low. The lots need to go back on the tax rolls. Selectperson Hardekopf agrees. Selectperson Hardekopf moved to accept the highest bids as received on all 13 lots. The motion passes. The Board thanked the Lands Committee for all their hard work

NEW BUSINESS

Property Tax Record Preservation – Linda Markiewicz is applying for a Moose Plate Grant through the NH State Library to cover the cost of preservation of tax records. Selectperson Hardekopf moved to accept the donation and the proposal from Kofile to preserve three tax ledgers, seconded by Chairperson Knapp. The motion passes.

Forestry Services RFP – The RFP is due on May 23rd. The RFPs will be opened at the town office at noon, reviewed and a recommendation made for the June 10th meeting.

Locke Hill Lane Improvements – The Town's engineer was asked to do a road Condition Assessment on Locke Hill Lane and made several recommendations. Rick Walker looked at the

cost versus benefit. This is a dead-end street with limited traffic. Selectperson Ayer looked at the road and had already given his opinion of using the McAdam's Theory. DuBois and King also commented on the McAdam's Theory. This could be trial to see how it works in the future. Rick Walker felt that he may have to go back and look at the paving numbers to see what money is in the budget before a final decision is made.

Public Safety Building Renovation – Fire Department Sprinkler System – Two quotes were received for the residential sprinkler system. Selectperson Hardekopf moved to award the bid to DM Burns Security in the amount of \$3,100, seconded by Selectperson Ayer. Chairman Knapp asked for a roll call, Ayer – nay, Bailey – aye, Hatch – aye, Hardekopf – aye, Knapp – nay. The motion passes.

Police Department – The work is set to begin in June and will take about 8 weeks. The budget would be \$57,699.63 not including fire arms storage lockers and cameras. Selectperson Ayer moved to support spending \$57,699.63 from the Building Preservation Capital Reserve and to sign the building permit, seconded by Selectperson Hardekopf. The motion passes.

Administrator MacIver will have pricing for the lockers and camera for a future meeting.

Our auditing firm, Vachon and Clukey were on-site during the week of May 6th. A draft of their findings will be sent out shortly. Selectperson Hardekopf moved to ask for a price from Vachon and Clukay for the 2019 financial audit but would like a new auditor for the 2020 financial audit, seconded by Selectperson Bailey. The motion passes.

BYA Field Improvements – Selectperson Ayer noted that the town has a pile of dirt that was picked up on the sides of the road that has been stored at the town shed. He would like to let the BYA use the dirt for their expansion of the ballfields. Rick Walker feels that the town should get prices for testing the soil before it is given to anyone. Chairperson Knapp will help Rick Walker get pricing for the soil testing.

Disabled Veteran's Credit Introduction – Selectperson Bailey noted that the State has allowed for an increase in the Disabled Veteran's Credit from \$2,000 to \$4,000, if voted by town meeting. It was asked how many towns already implemented this change.

SELECTPERSON'S REPORT AND CONCERNS

Selectperson Knapp will be attending the Planning Board meeting on Tuesday.

Selectperson Hardekopf attended the recent school board meeting where they discussed an offsite day long retreat for teachers and staff, the recent blood drive, updates for each of their schools. Jake Banian was given a proclamation for his work in the community and being the Dare Officer.

Selectperson Hatch will be attending the ZBA meeting in June.

Selectperson Bailey will be attending the Library Trustees meeting on Tuesday.

Selectperson Ayer attended the last Planning Board meeting in place of Chairperson Knapp.

PUBLIC COMMENTS

Chief Walker noted that on June 14th the kindergarten will be on a field trip to visit the Fire, Police and Highway Departments.

There has been concern of several trees being cut by beaver at the end of Ramsdell Lane that may fall in the road. The town has no jurisdiction on the property as it is private.

Rick Walker stated that the Highway Department employees are doing a great job. The work is getting done. He feels that the Board is under no pressure to make a decision when reviewing the Road Agent job applications.

Selectperson Hardekopf stated that a large amount of money was spent on the strategic plan for the Recreation Department and felt that Recreation should work closely with other departments in the town to integrate programs.

Selectperson Hardekopf moved to go into non-public session at 9:32 p.m. per RSA 91-A:3 II for personnel and reputation, seconded by Selectperson Ayer. Chairperson Knapp asked for a roll call, Ayer -aye, Bailey – aye, Hatch -aye, Hardekopf – aye, Knapp – aye. The motion passes.

Selectperson Hardekopf moved to exit non-public session at 11:05 p.m., seconded by Selectperson Ayer. Chairperson Knapp asked for a roll call, Ayer -aye, Bailey – aye, Hatch -aye, Hardekopf – aye, Knapp – aye. The motion passes.

Selectperson Hardekopf moved to seal the non-public minutes indefinitely in order to avoid adversely affecting the reputation of individuals discussed. Selectperson Ayer seconded the motion. Chairperson Knapp asked for a roll call, Ayer -aye, Bailey – aye, Hatch -aye, Hardekopf – aye, Knapp – aye. The motion passes.

At 11:07, Selectperson Hardekopf made a motion to adjourn, seconded by Selectperson Ayer. Chairperson Knapp asked for a roll call, Ayer -aye, Bailey – aye, Hatch -aye, Hardekopf – aye, Knapp – aye. The motion passes.