

SELECT BOARD MINUTES  
MONDAY, JUNE 10, 2019

The Select Board meeting for Monday, June 10, 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.

Chairperson Knapp opened the public hearing on the issuance of a building permit for Tyler and Nicole Conroy, 28 Flower Drive, Map 112 Lot 0016 at 6:33 p.m. The Conroy's would like to add an addition to the existing house. They already pay dues to the homeowner's association. Dana Drake viewed the road for the Highway Department. He noted that any damage to the road by construction equipment needs to be fixed and after completion of the project the road gets graded from their property to the beginning of Flower Drive. The Planning Board noted that they knew of no pending projects or conditions that would hinder the issuance of the building permit. Mr. Conroy presented a site plan for the lot. Chairperson Knapp asked about the apron coming out of the private road onto Route 202. Rick Walker noted that Route 202 is a State road so that is a decision that the Board would have to make. Selectperson Bailey moved to authorize the issuance of the building permit as presented, seconded by Selectperson Hardekopf. The motion passes. The public hearing closed at 6:34 p.m.

Chairperson Knapp stepped down from the Board as he is an employee of Turbocam.

Vice Chairperson Hardekopf opened the public hearing on the sale of town owned land – Map 234 Lot 0001 Plot 0004 on Redemption Way per RSA 41:14a at 6:35 p.m. On April 8, 2019 the Select Board vote to authorize the sale of Map 233 Lot 77 and Map 234 Lot 0001 Plot 0002. This is a third lot that Turbocam, or affiliate is interested in buying. The addition of this lot will help to avoid the wetlands and wetland buffers. This is the first public hearing in a six-week process which includes input from the Conservation Commission and Planning Board. The hearing closed at 6:40 p.m.

Chairperson Knapp returned to the Board.

#### APPOINTMENTS

Eagle Scout Proclamations – Aidan Thomas Ahern and Tyler Stephen Millette – both have attained the rank of Eagle Scout. Chairperson Knapp read the Select Board Proclamations and congratulated the boys on their accomplishment.

Library Recognition of Wendy Rowe for 15 years of service – Lindsey Maziarz, President of the Library Trustees, noted the accomplishments and assistance that Wendy Rowe has given over her 15 years of service to Barrington. Melissa Huette, Library Director, noted her dedication to the children of Barrington, her willingness to help, and “Ms. Wendy” is an amazing part of our community. Wendy stated that she likes being a part of the library and feels fortunate to work in Barrington.

Police Recognition of Tyler Currier for Drug Recognition Expert Achievement – Chief Williams noted that Officer Currier had completed two weeks of DRE training along with additional training in Arizona and is nationally certified. This was achieved through a grant.

Advisory Budget Committee Appointment - Dale Sylvia has resigned as a member of the Advisory Budget Committee. Selectperson Bailey moved to appoint Dannen Mannschreck from an alternate to a full member, seconded by Selectperson Hardekopf. The motion passes. There is still a vacancy for an alternate.

PUBLIC COMMENT – there was no public comment.

REVIEW OF MINUTES – May 20, 2019 – Selectperson Hardekopf moved to approve the minutes of May 20, 2019, seconded by Selectperson Hatch. The motion passes.

#### STAFF REPORT

1. The Conservation Commission recently met to discuss the recommendation from the Board regarding the resolution to the Conservation Fund. The Conservation Commission accepted the recommended changes.
2. The Town Lands Committee is in the process of reviewing the Forestry Services bids and a recommendation will be forthcoming.
3. The Board had an interest in having a public administration intern from the Carsey School at UNH. Possible projects would include working with the cemetery software, archiving documents and the 2020 budget process.
4. Roadside Excavated Materials – The town is pursuing soil testing options which would satisfy DES. Selectperson Ayer had concerns about the cost. Selectperson Hardekopf moved to support Phase 1 testing, seconded by Selectperson Bailey. The motion passes.
5. The Transfer Station will be closed on July 4<sup>th</sup>.
6. The following are new hires: Jeremy Bacon – Firefighter/EMT, Gina Lytle – Assistant Town Clerk, and Tiffany Caudle – Municipal Office Administrator.
7. Administrator MacIver noted employees with June employment anniversary dates.

#### Clerk McNeil

1. Clerk McNeil requested signatures on the following: thirteen deeds from the sale of town owned property, the warrant for unlicensed dogs, payroll manifest dated 6/2 and vendor manifest (2) dated 6/5.

#### OLD BUSINESS

Sale of Town-Owned Property – Daniel Brochu who was the high bidder on a piece of town owned property has withdrawn his bid. Selectperson Hardekopf moved to not return the deposit, and to retain the property until the next sale of tax deeded property, seconded by Selectperson Bailey. Selectperson Ayer abstained from the vote.

Locke Hill Lane Paving – Erin Paradis had done an updated budget analysis of what is left in the paving line and warrant article. Rick Walker talked with the engineers

and he suggested paving the road as it currently stands. Selectperson Ayer stated that ditching hasn't been done and there are drainage problems. Selectperson Hatch and Bailey supported doing it the way that would last the longest. Chairperson Knapp supported adding 6" of gravel and paving the road, seconded by Selectperson Ayer. Selectperson Hardekopf was a nay vote. The motion passes. After further discussion Chairperson Knapp withdraw his motion, Selectperson Ayer withdraw his second to the motion. Chairperson Knapp moved to add stone as opposed to gravel and use the McAdam theory, seconded by Selectperson Ayer. Selectperson Hardekopf voted nay. The motion passes. Rick Walker will update with R & D, the paving company.

Road Study Update and 2020 Paving Projects – DuBois and King are preparing a proposal to update the Barrington Road Study. If this is supported by the Board, 2020 would be the implementation year for 2021 paving projects. Administrator MacIver, Rick Walker and members of the Highway Department met to discuss a project list for 2020 and have identified a list of road priorities. This will be discussed at the June 24<sup>th</sup> meeting which would allow the Highway Department to properly prepare the roads this year for paving in 2020. There was discussion on Mallego Road around the area of the bridge project and the need for a culvert to be replaced. The engineers are aware of the drainage issues. There will be an update at the next meeting.

Striping Contract Change -The town has been notified by Industrial Traffic Lines that the price quoted has increased by \$630 due to a supply issue with China. The Board felt that Industrial should absorb the loss as the contract was awarded in total. Chairperson Knapp moved to give Industrial the option to keep the original bid price. If not, proceed with next highest bidder, seconded by Selectperson Hardekopf. The motion passes. Administrator MacIver will check with NHMA to see if they have a listing of issues with various contractors.

Building Committee – The committee has eight members. Chairperson Knapp moved to make everyone a full board member, second by Selectperson Ayer. The motion passes. The Board members noted the following recommendations for the new town office: energy efficiency, improved technology, possible use of solar, improved security and alarm system, rural character façade, one story building,

parking for employees and customers, perennial landscaping. The committee is also gathering information from the department heads. The next meeting will be Wednesday, June 12<sup>th</sup> at 7:30 a.m.

#### NEW BUSINESS

Unlicensed Dogs/Civil Forfeiture - Chief Williams spoke of the additional costs that would be incurred for an unlicensed dog. It could be between \$50 - \$60.

Selectperson Bailey moved to sign the Civil Forfeiture for Unlicensed Dogs, seconded by Selectperson Aye. The motion passes.

Town Clerk Request Waiver – The current Deposit Policy limits the town clerks' office to \$300 for making change for their three separate drawers. The Town clerk now has a fourth employee and would like to waive the policy to \$400. Selectperson Ayer stepped out of the meeting. Chairperson Knapp moved to amend the policy to \$100 per staff, seconded by Selectperson Hardekopf. The motion passes. Selectperson Ayer returned to the meeting.

PRIMEX Contribution Assurance Program – PRIMEX is the town's property and liability insurance provider. They have offered a three-year contract (7/1/2020 – 6/30/2023) to the town that would limit the increase of our contributions to 9% per year. In the past we have shopped for property and liability insurance providers. PRIMEX offers a lot more than just insurance to the town. We anticipate big changes in the next couple of years for our insurance with the new town office and possibly a new library. Selectperson Hardekopf moved to sign the PRIMEX three-year contract and authorize the chair to sign the agreement, seconded by Selectperson Hatch. The motion passes.

Welfare Lien Write-Off Authority – some welfare liens become uncollectable. Administrator Scruton had been authorized to write-off welfare liens in situations where the liens would be uncollectable. Selectperson Hardekopf moved to transfer this authority to Administrator MacIver, seconded by Selectperson Hatch. Chairperson Knapp asked for a roll call. Ayer – nay, Bailey – aye, Hatch -aye, Hardekopf – aye, Knapp – aye. The motion passes.

Information Technology Infrastructure Upgrade – Rockport Technology Group has developed a proposal for upgrades. Selectperson Hardekopf moved to support Rockport's recommendation for upgrades and improvements with the cost of \$49,062.50 coming out of the incident fund, seconded by Selectperson Knapp. The motion passes. With this upgrade there would need to be an expansion of the Police Department IT closet. Selectperson Knapp moved to expend up to \$60,099.63 with the money coming from the Building Preservation and Rehabilitation Fund Capital Reserve Account, seconded by Selectperson Hardekopf. The motion passes.

Raffle Permit – Friends of the Barrington Public Library – Selectperson Bailey moved to sign the Raffle Permit for the Friends of the Barrington Public Library, seconded by Selectperson Knapp. The motion passes.

Barrington Youth Association Request – Waive Highway Billing Policy – the BYA will be putting up “No Parking” signs on Smoke Street and have asked to have the Highway Department install the signs. The cost for the Highway Department to do the work is estimated at \$350. The BYA is asking the Board to waive this cost as they are a non-profit which provides community support to the residents of Barrington. The BYA is creating extra parking on their site, to help with the parking problem on Smoke Street, as part of their expansion. Selectperson Hardekopf moved to waive the fee for the BYA, seconded by Selectperson Bailey. The motion passes. Parking has been made available at the highway garage when there have been tournaments at the BYA fields. Chairperson Knapp moved to allow BYA parking at the highway shed when there are tournaments, seconded by Selectperson Bailey. Chairperson Knapp asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Hardekopf – aye, Knapp – aye. The motion passes. Chief Williams will enforce the “no parking” ordinance when necessary

Highway Equipment Lettering – The Highway Department will be taking possession of a new dump truck. Rick Walker asked the Board permission to incorporate the town seal in the Highway Department logo for the lettering on this new truck and the new one-ton. The Board feels that the town seal is the appropriate seal for the truck and not the Highway Department logo. The Highway Department logo can go on another part of the truck, 1/3<sup>rd</sup> the size.

Paving RFP Process and Expectations – The Board identified certain concerns based on R & D's completed paving project. Dubois and King was asked to investigate these concerns. The Town will pursue the remedies proposed in their memo. Dubois and King also provided a recommendation for a performance specification request for bid for the Board to consider in the future. Selectperson Bailey feels the Board should ask the engineer to develop specifications for bidding.

#### SELECTPERSON'S REPORT AND CONCERNS

Selectperson Ayer attended the recent Conservation Commission meeting. The Town's Lands Committee is working on a Forest Management Plan.

Selectperson Bailey attended the last Library Trustees meeting.

Selectperson Hatch will not have a ZBA meeting in June.

Selectperson Hardekopf went to a recent School Board meeting and found out the School Board was at a retreat. The Recreation Commission meets next Monday.

Chairperson Knapp attend the Planning Board meeting where there was a lengthy discussion on the Falzone - Route 125 proposed subdivision with five commercial lots. Also, discussion on the SELT driveway/parking lot entrances.

#### PUBLIC COMMENTS

Sam Boduch stated that he is still concerned about how town employees are treated by the Board and he hopes that is improving. He further noted on June 19<sup>th</sup> in Brentwood the will be a discussion on municipal solar. Mr. Boduch encouraged the Board to move swiftly on the town office RFP as SMP stated that the cost of building is going up.

Chairperson Knapp moved to go into non-public session per RSA 91-A:3 II for personnel, legal, and reputation at 9:06 p.m., seconded by Selectperson

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Hardekopf. Chairperson Knapp asked for a roll call, Ayer – aye, Bailey – aye, Hatch - aye, Hardekopf – aye. Knapp – aye. The motion passes.

Chairperson Knapp moved to exit non-public session at 10:25 p.m. seconded by Selectperson Hardekopf. Chairperson Knapp asked for a roll call, Ayer – aye, Bailey -aye, Hatch – aye, Hardekopf – aye, Knapp – aye. The motion passes.

Selectperson Bailey moved to seal the minutes indefinitely, seconded by Selectperson Hardekopf. The motion passes.

The meeting adjourned at 10:30 p.m.