



BARRINGTON, NH SELECT BOARD MINUTES

MONDAY, April 13th, 2020

The Select Board meeting for Monday, April 13th, 2020 began at 6:30 p.m. The meeting was held by remote participation via a Microsoft Teams Meeting due to the COVID-19 pandemic, in accordance with [Emergency Order #12](#), pursuant to [Executive Order 2020-04](#). In attendance were Chairperson Hardekopf, Selectperson Knapp, Selectperson Bailey Selectperson Saccoccia, Selectperson Ayer, Town Administrator MacIver, and Municipal Office Administrator Caudle.

The meeting was called to order by Chairperson Hardekopf.

RSA 91-A EMERGENCY PROVISIONS/SELECT BOARD CHAIR EMERGENCY DETERMINATION

6:30pm. Chairperson Hardekopf read the emergency provisions of the State of Emergency and explained how this meeting is accessible as well as how to access future meetings.

6:33pm. Select Board Attendance was taken via Roll Call: Ayer – Present, Bailey – Present – Knapp – Present, Saccoccia – Present, Hardekopf – Present.

6:34pm. Chairperson Hardekopf led the Pledge of Allegiance.

PUBLIC HEARINGS

There were no public hearings.

APPOINTMENTS

Petitioned Warrant Article Correspondence

6:35pm. At the March 23rd, 2020 meeting, the Select Board decided to allow the petitioners of each warrant articles to share the results as they wished. The Select Board Chair authorized the issuance of the letters on April 6th after receiving resistance from the petitioners regarding the Select Board's decision. Chairperson Hardekopf thanked the petitioners for bringing forward the Warrant Articles this year and encouraged future petitioners to bring warrant articles that are being considered to the Select Board for public discussion.

2020 Committee, Commission, and Board Appointments

6:38pm. The Select Board was asked to consider the following appointments:

1. Reappoint Linda Markiewicz as Tax Collector – 2021
2. Reappoint Peter Royce as Treasurer – 2021
3. Reappoint Charles Briggs to the Conservation Commission – 2023
4. Appoint Thomas Smith to the Conservation Commission – 2021

5. Appoint Daniel Ayer to the Conservation Commission – 2023
6. Appoint Anne Melvin as an Alternate to the Conservation Commission – 2023
7. Appoint Jim Saccoccia as an Alternate to the Planning Board – 2021
8. Reappoint Karyn Forbes to the Zoning Board – 2023
9. Reappoint Cheryl Huckins to the Zoning Board – 2022
10. Reappoint George Bailey to the Zoning Board – 2022
11. Reappoint Peter Royce to the Advisory Budget Committee – 2023

Motion to approve the appointments as presented by Selectperson Bailey, seconded by Selectperson Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Select Board Committee Assignments

6:43pm. Chairperson Hardekopf worked with each Board member to determine board participation for the upcoming year:

Chairperson Hardekopf – Transfer Station and Recycling Center Committee, Advisory Budget Committee

Selectperson Knapp – Planning Board, Town Hall Building Committee, Technology Committee

Selectperson Bailey – Library Trustees, Town Hall Building Committee, Zoning Board

Selectperson Ayer – Conservation Commission, Town Lands Committee, School Board

Selectperson Saccoccia – Recreation Commission, Planning Board Alternate

PUBLIC COMMENTS

6:45pm. *Public comments are limited to three minutes per person, and a total of 15 minutes.*

Via chat, Representative Matthew Towne commented: “Do we get to participate? That was a very lopsided view of what occurred.” No further comment was made by Representative Towne during Public Comment.

Ginna Schonwald, a warrant article petitioner, thanked the Select Board, as elected officials of the Town, for sending the results.

There were no further public comments. Public comment closed at 6:48pm.

REVIEW OF MINUTES

6:48pm. Motion to approve the minutes for the March 23rd, 2020 Select Board meeting by Selectperson Knapp, seconded by Selectperson Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Abstain, Hardekopf – Aye. ***The motion passed.***

OLD BUSINESS

Goal Development

6:56pm. The Select Board was asked to consider approving the 2020 Select Board Goals discussed at the March 23rd meeting. After discussion and minor alterations, Chairperson Hardekopf read the [2020 Select Board Goals](https://www.barrington.nh.gov/selectboardminutes), which are available on the Town website.

Motion to accept the list with suggested alterations by Selectperson Knapp, seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

STAFF REPORTS

Town Reports

6:56pm. Town Reports are available at multiple locations throughout the Town, as well as [online](#).

Academy for Good Governance

6:56pm. The New Hampshire Municipal Association (NHMA) is offering a certificate program for Elected Town Officials in conjunction with PRIMEX. After completion of six meetings, participants are granted a certificate. It begins on June third.

April Work Anniversaries

6:57pm.

George Joy	Police Chief	21 Years
John Boodey	Firefighter/EMT	17 Years
Debra Griffin	Town Clerk Assistant	9 years
Linda Markiewicz	Tax Collector	7 Years
Lynne Murphy	Human Resources Admin.	7 Years
Chris Eldridge	Firefighter/EMT	3 Years
David Kinnison	Firefighter/EMT	3 Years
Kristen Montesano	Processor Library Assistant	2 Years

Request for Signatures

6:58pm. Municipal Office Administrator Caudle requested the Select Board sign the following:

- Payroll Manifest 2020-31
- Accounts Payable Manifest 2020-30
- 11 Request for Abatement Approvals
- 3 Request for Abatement Denials

Chairperson Hardekopf requested the date on the Abatement documents be corrected prior to Select Board signatures.

Paving 2020 Contractor Bid

7pm. Four bids were received by the deadline of noon on April 8th, 2020. The respondents were [Advanced Excavating & Paving](#), [Busby Construction](#), [Pike Industries](#), and [R&D Paving](#). After review, Road Agent Moreau suggested R&D Paving or Advanced were reasonable bids and could perform the work. R&D was slightly cheaper. Selectpersons Ayer and Knapp cited issues that had occurred in previous contracts with R&D Paving.

Motion to award the contract to Pike Industries by Selectperson Saccoccia. There was no second, the motion did not carry.

Motion to accept the bid from Advanced Excavating & Paving for \$584,819.50 by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Recreation Facility Addition

7:15pm. Four responses were received by the bid deadline of noon on April 6th, 2020 to the [Request for Qualifications](#), from [Careno Construction](#), [Groen Construction](#), [Martini Northern](#), and [Ricci Construction](#). The Recreation Commission will review the responses and will present a recommendation to the Select Board at the April 27th meeting.

2020 Roadside Clean-Up

7:16pm. The second annual [Barrington Roadside Clean-Up Day](#) is scheduled for Saturday, April 25th. It will continue as planned, with some changes due to COVID-19. Residents should call or email Erin Paradis at 664-0166 or eparadis@barrington.nh.gov with any questions, to sign up for a section in Town, or to arrange for bag pickup. Please note that the volunteer lunch has been cancelled due to the COVID-19 Pandemic, and volunteers are encouraged to attend the Open House in the fall.

Stormwater Asset Management Grant

7:18pm. A [Request for Qualifications](#) has been advertised, and responses are due on May 6th. Recommendations will be presented to the Select Board on May 11th.

Town of Barrington Services and COVID-19

7:19pm. Each department within the Town has made necessary adjustments to follow guidance from the leading health organizations regarding COVID-19 while still providing as many services as possible. Updates to Town services can be found at <https://www.barrington.nh.gov/covid19>.

At this time there were connection issues; Selectperson Knapp disconnected and reconnected, and the meeting was paused for a moment.

Police Department Cruiser Purchase

7:24pm. The Board was asked to consider waiving the Purchasing Policy and authorizing the purchase of a surplus cruiser from the Missouri Highway Patrol for \$19,675. The purchase of a new cruiser was budgeted for \$33,000. A new cruiser purchase was considered at a cost of \$33,007, not including retrofitting as a cruiser. Due to the backlog created by the pandemic, a new vehicle would not be available until late fall to early winter. The used vehicle would be delivered by the end of April/early May. This vehicle would replace unit 4, one of the highest mileage vehicles in the fleet.

Motion to waive the Purchasing Policy for the purchase of a surplus cruiser from Missouri Highway Patrol by Selectperson Ayer, seconded by Selectperson Saccoccia. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye. Hardekopf – Aye. ***The motion passed.***

NEW BUSINESS

Property Taxes

7:38pm. The NH Governor's [Emergency Order 25](#) allows municipalities to waive tax interest and penalties. Municipalities already have this authority, but it encourages municipalities to exercise it. The Tax Collector is currently authorized to waive interest and penalties up to \$5, with the recommendation that during the State of Emergency that increase to \$25.

The Board agreed by consensus to go through the process of issuing tax bills as usual and reevaluate the need for any adjustment in July.

Tax Lien and Deed Process

7:44pm. The Governor has issued a moratorium on evictions, to include Tax Deeds, lasting through the State of Emergency. The recommendation is to leave the timeline for the tax lien and deeding process to proceed as usual as it has implications for the future. The Town can issue deed waivers on a case-by-case basis to maintain the timeline while still providing relief to residents as needed.

Highway Department Bid Advertisements

7:46pm. Road Agent Marc Moreau spoke to three proposed Highway Requests for Proposals (RFP). (details below)

Winter Sand Request for Proposals

7:46pm. Approximately 2,000lbs of the Town's 4,000 lb. pile was used this winter. A change in winter maintenance techniques has reduced the amount of winter sand used on Barrington's roads. The Road Agent proposed to purchase half of the typical amount purchased each year to replace what was used in the 2019-2020 winter season.

Selectperson Hardekopf asked for a Roll Call to confirm the Board is comfortable with proceeding with the proposed RFPs. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Board agreed by consensus to advertise the bids (winter sand, road striping, and the six-wheeled dump truck) as written.***

Road Striping Request for Proposals

7:53pm. 69 additional stop bars have been added to the RFP as a result of heavier travel on Town roads. The Town currently has 48. Selectperson Knapp discussed the necessity of stop bars on Town Roads to be considered, as Barrington is a rural community.

Six-Wheeled Dump Truck Bid Request

7:53pm. Included in the bid request is options on decommissioning the dump truck to be replaced in exchange for a grant funding.

Recreation Gym Project Approvals

7:55pm. During the closure due to COVID-19, the Recreation Department has taken the opportunity to complete necessary work on the Town gym with no interruption to Residents. Recreation Director Jessica Tennis explained the Recreation floor will be resurfaced, not replaced.

Motion to approve the Gym floor and Walls projects by Selectperson Bailey, seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Great Bay Resource Protection Partnership Grant

8:01pm. The Conservation Commission has applied for a grant through Great Bay Resource. This grant is intended to reimburse some costs from the Goodwill expansion project. The deadline was April 10th, so it was applied for prior to that date and without approval from the Select Board. The Board discussed the need for a meeting and updated Memorandum of Understanding regarding receiving approval by the Select Board prior to expenditures and applications.

Motion to authorize the pursuit of the Great Bay Resource Protection Partnership Grant and a review of the MOU and a letter be sent to the Conservation Commission requesting approval by the Select Board prior to action by Selectperson Ayer, seconded by Selectperson Knapp. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

300th Anniversary Ornament Purchase

8:13pm. Chief Walker explained that by ordering ornaments and providing a 50% deposit before the end of April, the Town will to secure a 20% discount on the price. The design is to be determined at this time.

Motion to approve the expenditure of up to \$2,000 from the Tricentennial Expendable Trust to purchase ornaments by Selectperson Bailey, seconded by Chairperson Hardekopf. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Electronic Signatures Pursuant to Executive Order #23

8:14pm. Emergency Order 23 allows municipalities to utilize electronic signatures. After review, DocuSign was selected for the Town's use. Some documents will be required to be signed in person, but the majority of documents will be signed electronically during the emergency.

The Select Board and Administrator MacIver discussed the possibility of moving to a biweekly pay and/or AP check period in the future.

Police Department Surplus Equipment Disposal

8:19pm. The Select Board was asked to consider disposal of used equipment in trade for new equipment. Renaissance Firearms of Barrington has assessed a trade-in value of \$908 for the surplus equipment, offering needed items in trade. 2A Tactical was also. The disposal policy is unclear, but typically anything over \$1,000 would go out to bid. Being firearms, this is a unique situation and the Police Department has an established relationship with this local business.

Motion to authorize the disposal of the surplus equipment and for Chief Joy to negotiate a price of \$908 or higher with Renaissance Firearms by Selectperson Saccoccia, seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

SELECT PERSONS REPORTS

8:26pm.

Selectperson Saccoccia has not attended any committee meetings.

Selectperson Ayer did not attend the Conservation Commission meeting. He explained the grant was found and applied for at the last minute. Also, the Planning Board formed a letter regarding the new Town Hall, and the Town Lands Committee has not met, but members have been working with the Town Forester and Administrator MacIver.

Selectperson Bailey shared the Zoning Board will meet Wednesday, with four items on the agenda. The library has story time, which has been very popular with children. Library events can be viewed on their [Events page](#).

Selectperson Knapp did not attend the Planning Board meeting as two of the items were related to TURBOCAM. A proposed project from Wildlife Encounters, expansion of Barrington Shores Campground, a request for site review for the new Town Hall, and a design review for a subdivision were discussed. Many letters were received from the public in regards to the Barrington Shores Campground and the proposed subdivision.

Chairperson Hardekopf participated in a Recreation Commission meeting with how to handle projects while the Town Gym is available and causing the least amount of disruption. Staff members are planning for summer camp, gathering ideas for arts and crafts and how to keep children busy.

- If you have the ability to donate to the food pantry, either by funds or by donation, please do so, as the need is great and will continue to be so during this time
- End 68 Hours of Hunger is also in need of donations
- If you are a senior in Barrington, and don't have earned income, you can still receive stimulus funds. You can [apply here on irs.gov](#).

PUBLIC COMMENT

8:32pm.

Selectperson Ayer shared that with the increase in recreation, and he has noticed an increase in parking on Town and State Roads. As a caution, he noted that due to the ongoing pandemic, the search and rescue teams have a reduced capacity to answer calls, and there may be an increased liability to those participating in outdoor recreation.

Selectperson Saccoccia mentioned the [Hike Safe Card](#) available through New Hampshire Fish and Game which provides some protection from liability of costs for a search and rescue response for individuals or families. This same coverage applies to those with NH Hunting or Fishing Licenses, Off Highway Recreational Vehicle or Snowmobile Registrations, and Boat Registrations.

Selectperson Bailey shared that there are two sections in the CARES act that support schools in providing food as well as food banks to receive grant funds.

Fire Chief Rick Walker shared that the Public Safety Building is still a viable drop-off point for groceries and other donations to the food bank, and thanked residents for their generous outpouring of support. He also thanked the Town firefighters and EMTs for their work, it has been a busy year and they have been putting forth exceptional effort.

Jeff Twarog from R&D Paving said it was a pleasure to work for the Town last year. He offered responses to the issues raised during the discussion by the Select Board during the 2020 Paving Bid. Chairperson Hardekopf thanked Mr. Twarog for his response and informed him he was over the allotted three minutes.

Barrington, NH Select Board Minutes
April 13th, 2020

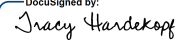
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Police Chief George Joy thanked [ATech](#), a local business, for a donation of 25 face shield to Barrington's Police and Fire, noted that Chief Walker had received a donation of N95 masks, and thanked the Barrington community for supplying Barrington's Emergency Services with other PPE and supplies.

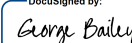
There were no additional public comments. Public comment closed at 8:44pm.

ADJOURNMENT

8:44pm. Motion to adjourn by Selectperson Knapp, seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

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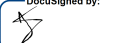
Chairperson T. Hardekopf

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Selectperson G. Bailey

Vice-Chairperson A. Knapp

Selectperson D. Ayer

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Selectperson J. Saccoccia

4/27/2020

Date Minutes Were Approved