



BARRINGTON, NH SELECT BOARD MINUTES

MONDAY, April 27th, 2020

The Select Board meeting for Monday, April 27th, 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, who led the pledge of allegiance.

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

6:32pm. 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.

6:34pm. Select Board Attendance was taken via Roll Call: Ayer – Present, Bailey – Present, Knapp – Present, Saccoccia – Present, Hardekopf – Present. Each Select Board member shared their location and stated that at present, they were alone in their respective locations.

PUBLIC HEARINGS

Class VI Road Building Permit – 759 Long Shores Drive (Map 104 Lot 107)

6:36pm. John Huckins, Building Inspector, confirmed that the lots, previously two lots, had been voluntarily merged into one lot of record. Of note: the interactive maps on the Town website are not necessarily up to date, as they are updated in batches.

The Road Agent recommended the following:

- a. Pitch driveway to the right with 1 ½" gravel
- b. Fix any damage to the road due to construction traffic
- c. Potholes on paved portion of Long Shores Drive be filled with cold patch
- d. Gravel portion up to 759 Long Shores Drive should be graded

There were no public comments.

Motion to issue the building permit with the conditions set forth by the Road Agent by Selectperson Knapp, seconded by Selectperson Ayer. Roll call vote: Ayer- Aye, Bailey – Aye, Knapp – Aye, Hardekopf – Aye, Saccoccia – Aye. *The motion passed.*

Acceptance of Department of Health and Human Services Stimulus Funds

7:52pm. The Federal Department of Health and Human Services (DHHS) has secured \$30 billion of stimulus funds for health care providers through the [Coronavirus Aid, Relief, and Economic Security Act \(CARES\)](#). Barrington has received \$3,998.49 in aid due the Town's ambulance services. The Select Board was asked to conditionally accept the revenue to be deposited into the Ambulance Revolving Fund, pending the receipt and review of the [stimulus acceptance paperwork](#).

Motion to conditionally accept \$3,998.49 in stimulus funds to be deposited into the Ambulance Revolving Fund pending review and approval of the acceptance paperwork by Town Administrator MacIver and Fire Chief Walker by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer- Aye, Bailey – Aye, Knapp – Aye, Hardekopf – Aye, Saccoccia – Aye. *The motion passed.*

Motion to authorize the expenditure of up to \$3,998.49 from the Ambulance Fund for qualifying expenses by Selectperson Ayer, seconded by Selectperson Knapp. Roll call vote: Ayer - Aye, Bailey – Aye, Knapp – Aye, Hardekopf – Aye, Saccoccia – Aye. *The motion passed.*

APPOINTMENTS

There were no appointments.

PUBLIC COMMENTS

6:58pm. *Public comments are limited to three minutes per person, and a total of 15 minutes.*
There were no public comments. *Public comment closed at 6:59pm.*

REVIEW OF MINUTES

7pm. Motion to approve the [minutes for the April 13th, 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.*

STAFF REPORTS**NHMA Academy for Good Governance Certificate Program**

7:01pm. 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 and remains open until filled. Additional trainings are available through NHMA, as well as recordings of previously held trainings.

Highway Retirement Announcement – James Chase

7:03pm. After 28 years in a full-time capacity with the Town, Jim chase is retiring as a Truck Driver, Laborer, and Equipment Operator. We thank Jim for all his hard work and dedication and wish him all the best in the future!

Job Opportunity – Highway Department Truck Driver, Laborer, and Equipment Operator

7:03pm. The Town is hiring a Truck Driver, Laborer and Equipment Operator to fill the newly vacated position. The job announcement and application are available on the [Town's website](#).

Open Bids

7:03pm. The Town is currently accepting bids for the following, all are due at noon on May 6th, 2020:

- [Asset Management Request for Qualifications](#)
- [Winter Sand Request for Proposals](#)
- [Road Striping Request for Proposals](#)
- [Six-Wheeled Dump Truck Bid Request](#)

Request for Signatures

7:04pm. Municipal Office Administrator Caudle requested the Select Board sign the following:

- AP Register 2020-34
- Payroll Manifest 2020-33 and 33a
- 4 Intents to Cut
- 2 Intents to Excavate
- One Report of Timber Cut
- Three Gravel Warrants
- Three Abatement Approvals
- Two Denials for Exemptions
- One Town Hall Purchase and Sale Agreement

OLD BUSINESS**2020 Paving Change Orders**

7:06pm. Following the April 13th, 2020 meeting when the [2020 Paving Projects](#) were awarded to Advanced Excavating and Paving, several changes were recommended by the Road Agent to the proposed projects, additional funding was also requested.

- [Change Order 1](#) removes the topcoat for Locke Hill Lane from the contract
- [Change Order 2](#) adds three projects:
 - Two additional sections on Oak Hill Road
 - Adding structural material to Mallego Road

Motion to accept Change Orders 1&2 as proposed by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp -Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Motion to approve expenditures of \$66,623.01 from the 2019 non-lapsing Road Warrant Article, \$600,000 from the 2020 Operating Budget, and up to \$100,000 from the Registration Fee Capital Reserve Account by Chairperson Hardekopf, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp -Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Selectperson Knapp requested a review of utilizing additional funds to blend gravel on some roads in Town. Road Agent Marc Moreau will investigate further.

Recreation Facility Addition Project Award and Additional Projects Update

7:15pm. The Recreation Department Building projects have been put on hold following a [review](#) by the Fire Protection Engineer related to the gym and food pantry which limits the gym capacity. The Recreation Department and Fire Chief Walker are working with the Fire Marshall for a one-year waiver in order to utilize the space for programs this year while a solution is found to the shared space issue. A possible solution that will be explored further is to move the food pantry to the Town Highway Garage property.

At the March 9th meeting, the Select Board authorized the advertisement of a [Request for Qualifications](#) for an addition to the Recreation Facility. Upon review, the Recreation Commission recommended awarding the design/build to [Careno Construction](#).

Motion to award the project to Careno Construction by Selectperson Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp -Aye, Saccoccia – Abstained, Hardekopf - Aye. ***The motion passed.***

Chairperson Hardekopf requested updates regarding the firewall, and further review by the State Fire Marshall's office about the food pantry space being labeled as mercantile.

Forest Stewardship Plans

7:51pm. Three 10-year stewardship plans have been completed for the [Town Forest](#), [Goodwill Conservation Area](#), and the 84 acre property behind the [Highway Garage](#). Thank you to the Town Lands Committee, Conservation Commission, and Forester Tim Nolin.

Electronic Signatures

7:55pm. Due to COVID-19 precautions, the Select Board has been receiving daily packets via e-mail for review and signature. Selectperson Ayer reiterated that he will not utilize electronic signatures. After discussion, no changes to the current process of daily packets will be made.

Town of Barrington Services – COVID-19

8:05pm. Each Town Department has committed to continuing to provide services during the COVID-19 pandemic, while making necessary adjustments to minimize public contact. Information regarding updates to services can be found at the [Town's COVID-19 Information Page](#).

NEW BUSINESS

State Bridge Aid Project Amendments

8:08pm. The Town currently has two ongoing State Bridge Aid Program Projects, one for [Old Settlers Road](#) and the other for [Greenhill Road](#). Due to changes in each project, the Select Board was asked to consider authorizing two amendments. The Select Board was asked to authorize an additional \$5,996 from the Bridge and Culvert Capital Reserve Fund for the Old Settler's

amendment, and up to \$15,000 from the Greenhill Bridge Non-Lapsing Account to cover the remaining portion of the engineering contract.

Motion to accept the proposed amendments for the State Bridge Aid Project for the Greenhill Road Bridge and Old Settlers Road Bridge by Selectperson Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – No, Bailey – Aye, Knapp -Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Motion to authorize an additional \$5,996 from the Bridge and Culvert Capital Reserve Fund for the Old Settler's Road project by Chairperson Hardekopf, seconded by Selectperson Bailey. Roll call vote: Ayer – No, Bailey – Aye, Knapp -Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Motion to authorize up to \$15,000 from the Greenhill Bridge Non-Lapsing Account for the Greenhill Road Bridge project by Chairperson Hardekopf, seconded by Selectperson Bailey. Roll call vote: Ayer – No, Bailey – Aye, Knapp -Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Conservation Commission Grant Opportunity

8:15pm. The Conservation Commission is exploring a grant opportunity to conserve a tract of land on Nippo Lake, and may request support from the Select Board at the May 11th meeting.

Concerns were raised in conserving more lands without agreement from the Conservation Commission regarding maintenance of currently conserved lands.

SAFER Grant Opportunity

8:21pm. The Select Board was asked for permission to apply for a [Staffing for Adequate Fire and Emergency Response \(SAFER\)](#) grant. The Town has applied previously but has not been awarded a grant in the past. If approved, the Select Board would be asked to accept the grant.

Motion to allow Chief Walker to apply for the SAFER Grant by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp -Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

SELECT PERSONS REPORTS

8:27pm.

Selectperson Saccoccia attended the Recreation Commission meeting, where they discussed building plans, preparations for camp, and fundraising efforts.

Selectperson Ayer did not attend the School Board meeting; the Conservation Commission is working towards obtaining a parcel for purchase near Nippo Lake in conjunction with Southeast Land Trust (SELT). The Town Lands Committee is working to schedule a meeting, and are also developing a list of properties for sale, but are expected to recommend any sales be postponed due to the current pandemic.

Selectperson Bailey shared that four cases came before the Zoning Board, one having been continued and three approved for minimum setbacks. The Library Trustees meeting included elections and agreement to pursue a new library building in the 2021 Town Vote. Selectperson Bailey also requested a letter from the Select Board be sent to former Selectperson Dawn Hatch regarding her many years of service to the Town.

Selectperson Knapp did not attend the planning meeting. Mill Falls Realty LLC application was continued, and a design review was held for the Waldron B Haley Revocable Trust. There was also follow-up on the Route 125 Falzone development.

Chairperson Hardekopf participated in the Transfer Station and Recycling Center Committee Meeting. They are encouraging residents to utilize Tuesday and Thursday Transfer Station hours to reduce use on Saturday. Signage at the facility is being reviewed, as well as the cost of recycling. Erin Paradis will be polling residents regarding utilization of later hours on Tuesdays or Thursdays.

PUBLIC COMMENT

8:35pm.

Selectperson Knapp shared that as a resident, he appreciates the conserved lands in Barrington, and recently enjoyed spending time on the trails behind the Highway Garage.

Doug Langdon asked if funds for the firewall would be part of the budget deliberative process.

Administrator MacIver shared that the Planning Board meeting Monday the Town Hall site plan review received conditional approval. As a result of remote meetings, Planning Board and Zoning Board meetings are available to be viewed online on the [Town's YouTube channel](#), and he encouraged all boards to record and post their meetings for public view.

Selectperson Ayer encourages others to access information on the [Town website](#).

There were no additional public comments. Public comment closed at 8:38pm.

NONPUBLIC

8:39pm. Motion to enter nonpublic for reasons of Personnel and Reputation by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye, Hardekopf – Aye. **The motion passed.**

9:10pm. Motion to exit nonpublic by Selectperson Bailey, seconded by Selectperson Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye, Hardekopf – Aye. **The motion passed.**

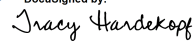
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9:10pm. Motion to seal nonpublic minutes indefinitely by Selectperson Bailey, seconded by Selectperson Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye, Hardekopf - Aye. **The motion passed.**

ADJOURNMENT

9:13pm. Motion to adjourn by Selectperson Ayer, seconded by Chairperson Hardekopf. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. **The motion passed.**

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5/11/2020
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Chairperson T. Hardekopf

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5/12/2020
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Selectperson G. Bailey

Vice-Chairperson A. Knapp

Selectperson D. Ayer

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5/13/2020
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Selectperson J. Saccoccia

5/11/2020
Date Minutes Were Approved