



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

Monday, May 10, 2021

The Select Board meeting for Monday, May 10, 2021 began at 6:30pm. 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 Knapp, Vice-Chair Saccoccia, Selectperson Ayer, Selectperson Bailey, Selectperson Mannschreck, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle.

**6:30pm.** The meeting was called to order by Chairperson Knapp.

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

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

### **ROLL CALL ATTENDANCE**

**6:33pm.** Select Board attendance was taken via Roll Call: Ayer-Present, Bailey – Present, Mannschreck – Present, Saccoccia – Present, Knapp – Present. The Select Board members shared their locations and stated that at present, they were alone in their respective locations with no one influencing their votes.

### **PLEDGE OF ALLEGIANCE**

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

## **PUBLIC HEARINGS**

### **Issuance of a Building Permit on Birch Lane, Map 117 Lot 3**

**6:36pm.** Department Heads and the Planning Board have reviewed the request for a building permit and [Private Road Agreement packet](#) and recommended the Select Board support the following requirements:

1. Repair broken edges and/or potholes caused by construction upon completion.
2. Join the local road association.

Selectperson Bailey requested information regarding how many bedrooms would be built on the second floor. Robert Rockwell spoke, explaining there would be no additional bedrooms, the intent is to raise the roof to increase useable space. The septic system has had no issues since it was installed when the cabin was built, and the roof will not increase the burden on the system. The owners are in agreement with the recommendations by Department Heads and the Planning Board.

**6:40pm.** *Chairperson Knapp opened the public hearing for public comment.*

**6:41pm.** *There were no public comments, public comment closed.*

Motion to approve the issuance of a building permit for Map 117 Lot 3 for Robert and Teresa Rockwell TRS Fam TR with the conditions noted by Department Heads by Selectperson Bailey, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Issuance of a Building Permit on Holiday Lake Shore Drive, Map 261, Lot 31**

**6:41pm.** Department Heads and the Planning Board have reviewed the request for a building permit and [Private Road Agreement packet](#) and recommended the Select Board support the following requirements:

1. Repair any rutting caused by delivery traffic to the ADU and regrade the road upon completion.
2. Join the local road association.

Selectperson Bailey had shared his belief that a variance was granted for this property in 2017; Town Employees were unable to locate any record of a variance. The septic system in place was approved as required.

**6:56pm.** *Chairperson Knapp opened the public hearing for public comment.*

**Doug Safford, abutter** – Spoke to his opposition to the development of this property as the current owner has restricted access to those surrounding the property. He was unable to locate where the ADU is located on the tax map and would like to know if the property use is changing.

**Stephen Jeffery, abutter** – Raised concerns about the status of the property in Current Use, the lack of a cistern near the property, the condition of the road including drainage structures, stated that the construction of the garage on the property buried a FEMA-funded drainage structure. Requested information be supplied prior to approval of the permit.

**Steve Diamond, abutter, member of Planning Board** – Raised concerns about the form being filled out incorrectly, the possibility of a second ADU on the property, believes the cost of construction may be under-estimated, would like that addressed for tax valuation purposes.

**Marc Pagliuca, abutter** – Clarified that access has long been denied to traffic through Holiday Lake Shore Drive, as his family has lived in that area for 50 years.

**Doug Safford, abutter** – Clarified his access was always by foot.

**Karen Gould, applicant** – Discussed prior issues with others accessing property, a private right-of-way on the property. The property is in a trust, there is a functioning well, with a significant amount of water in the area and possibly future drinking water. Shared that there was an issue with a deer being buried on the property after hunting. There is a private right-of-way to the ADU. There are drainage issues around property that are of concern.

**Marc Pagliuca, abutter** – Stated the culverts on Holiday Lake Shore Dr were installed by Karen. The Wilson property (prior to Gould's ownership) used to have no trespass signs, was not public access.

**Doug Safford, abutter** – Stated that per State of NH Fish and Game the land is not legally posted, hunters are free to hunt that property. ([RSA 635:4 Prescribed Manner of Posting](#))

**Stephen Jeffery, abutter** – Stated there was a FEMA funded culvert on the road that was intended to carry water away from the road which was buried.

**Karen Gould, applicant** – Stated that after spending summers in her lake house for decades, she has recently become a New Hampshire resident and is building the ADU for her own use.

**7:23pm.** *The public comment closed.*

Selectperson Bailey requested the Select Board consider a continuance to allow further discovery of the comments brought forward at this meeting.

Motion to approve the issuance of a building permit for Map 261 Lot 31 for Karen Gould, Kathryn Cohen, and Matthew Peckarsky with the conditions noted by Department Heads, clarifying the FEMA structure,

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realignment of Current Use issues, and clarification of the Trust satisfactorily by the Town by Vice-Chair Saccoccia. *Vice-Chair Saccoccia rescinded his motion.*

Motion to table the issuance of a building permit for Map 261 Lot 31 for Karen Gould, Kathryn Cohen, and Matthew Peckarsky to allow the verification of a FEMA culvert structure and easement, Current Use being corrected, and the clarification of Trust ownership by Selectperson Mannschreck seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – No. ***The motion passed.***

***Note: The Select Board described a continuance but used the word “table” in the motion. Clarification was received that the vote was intended to be a continuance with agreement by Chairperson Knapp.***

**7:36pm.** Chairperson Knapp closed the public hearings.

## APPOINTMENTS

### EMS Week Proclamation

**7:36pm.** Chairperson Knapp read the [Proclamation for EMS Week](#).

### National Public Works Week Proclamation

**7:40pm.** Chairperson Knapp read the [Proclamation for National Public Works Week](#).

Motion to declare May 16<sup>th</sup>-22<sup>nd</sup> 2021 “EMS Week” in Barrington by Selectperson Mannschreck, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Motion to declare May 16<sup>th</sup>-22<sup>nd</sup> 2021 “National Public Works Week” in Barrington by Selectperson Mannschreck, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

## PUBLIC COMMENT

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

**7:42pm.** Public Comment opened.

**7:43pm.** Public Comment closed.

## REVIEW OF MINUTES

**7:43pm.** Motion to approve the meeting minutes for [Monday, April 26, 2021](#) with amendment to Selectperson Mannschreck’s report as requested by Selectperson Bailey, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

## STAFF REPORTS

### May Work Anniversaries

**7:45pm.** *Thank you for your hard work and dedication to the Town of Barrington!*

Donald Millette	Firefighter	23 Years
Kimberly Kerekes	Town Clerk	21 Years
Antonio Maggio	EMS Chief	19 Years
Wendy Rowe	Assistant Library Director	17 Years
Matthew Parker	Firefighter/EMT	8 Years
John Abbott	Deputy Building Inspector	6 Years
Jeffrey Roub	Firefighter/EMT	6 Years

Charles Kilgour	Transfer Station Attendant	3 Years
Richard Wentworth	Transfer Station Attendant	3 Years
Joseph Spinney	Firefighter	3 Years
Jeremy Bacon	Firefighter/EMT	2 Years
Regina Lytle	Town Clerk Assistant	2 Years

**Pet Food Drive in Celebration of National Public Works Week**

**7:46pm.** In celebration of National Public Works Week, the Highway Department and Transfer Station will be collecting pet supplies. Keep an eye out for further information!

**TURBOCAM Use of Town Plotter**

**7:47pm.** Town Administrator MacIver has authorized the use of the Town's plotter to scan documents for facility and system information for the Town's records and TURBOCAM's use.

**Requests for Signature**

**7:48pm.** Municipal Office Administrator Caudle presented for signature:

- Meeting minutes for Select Board meeting of [Monday, April 26, 2021](#)
- First Half Tax Warrant
- Chair Knapp will receive:
  - Private Road Agreement for Map 117 Lot 3

Wet signatures (if approved):

- 8 Eviction Notices, 6 copies of each (48 total)
- Chair Knapp will sign:
  - Proclamation for EMS Week
  - Proclamation for Public Works Week

**OLD BUSINESS****2021 Paving Projects Update & Adjustments**

**7:50pm.** Due to additional engineering needs and drainage issues, the previously planned work on Mallego Road from Stone Farm Road to Route 125 will be postponed until 2022. The Road Agent has proposed to add Beauty Hill Road and a portion of Pond Hill Road to the 2021 project list.

Updated cost estimates were provided in the [Town Administrator's Report](#), and there is a possibility that additional funds may be required from the Transportation Fee Capital Reserve to complete all proposed projects.

Motion to remove Mallego Road (from Stone Farm Road to Route 125) and add Beauty Hill Road and Pond Hill Road to the 2021 paving projects by Chairperson Knapp, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Motion to authorize expending up to \$200,000 from the Transportation Fee Capital Reserve by Chairperson Knapp, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Recreation Project Updates**

**7:55pm.** Recreation Director Jessica Tennis provided updates on the outstanding RFP's, including the gym floor, bleachers, and gym walls. Agreements are in place to complete the gym floor and bleachers after the wall work is complete. Additionally, there is currently an RFP for shade structures at the playground.

**Evictions**

**7:58pm.** Evictions have been delayed for four properties taken by tax deeding in 2020 which the Town still owns. Per the Town's attorney, the Town is now able to move forward with the eviction process for the following properties:

Map	Lot	Address	Previous Owner(s)
23	25	50 Goldfinch Rd	Karl & Michelle Horton
102	49	346 Berry River Road	Raymond Roy & Darlene Sprague
104	100	339 (715) Long Shores Drive	George & Gail Petralia
109	17	46 Small Road	Roger Gray

Motion to authorize the issuance of eviction notices for the listed properties by Selectperson Bailey, seconded by Selectperson Ayer. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**NEW BUSINESS****2021 Property Tax Record Preservation Moose Plate Grant**

**8:02pm.** Tax Collector Linda Markiewicz is interested in applying for a [Moose Plate Grant](#) to cover the cost of tax record preservation for two tax ledgers, for years 1896-1903 and 1904-1915.

Motion to authorize the grant application and to authorize the Town Administrator to sign all accompanying documents by Chairperson Knapp, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**2021 First Half Property Tax Warrant**

**8:03pm.** The tax year runs April 1<sup>st</sup> through March 31<sup>st</sup>. The tax bills will be mailed on May 17<sup>th</sup>, 2021, with a due date of July 1<sup>st</sup>, 2021.

Motion to authorize the issuance of [the first half property tax warrant](#) by Selectperson Mannschreck, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Town Administrator MacIver shared that the Town grew \$15,000,000 in value this year, approximately 1.3% growth and \$350,000 in additional property tax revenue.

Additionally, an informational [tax bill insert](#) will be included in the mailing which includes updates from Town Departments, the FCC, Facebook, etc.

**New Business as Requested by Selectperson Ayer**

**8:08pm.** The Select Board was polled and agreed to consider a topic not on the agenda, brought forth by Selectperson Ayer. Selectperson Ayer raised concerns about the current Private Road and Class VI agreement and policy and would like to increase the gravel depth from 4" to 6". Building Inspector John Huckins spoke to the road standard, which is a DOT standard. There are restrictions on multi-family homes on private/Class VI roads.

**Town Clerk Office Availability Adjustment**

**8:12pm.** Beginning May 10<sup>th</sup>, the Town Clerk's office will be adjusting their access and appointments as follows:

Mondays            8:00am to 5:00pm            No Appointment Necessary

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Tuesdays	8:15am to 4:30pm	By Appointment Only ( <a href="https://bit.ly/BarrTCAppointment">bit.ly/BarrTCAppointment</a> )
Wednesdays	12:15pm to 4:30pm	By Appointment Only ( <a href="https://bit.ly/BarrTCAppointment">bit.ly/BarrTCAppointment</a> )
Thursdays	8:00am to 5:00pm	No Appointment Necessary

### SELECTPERSONS REPORTS

**8:14pm.**

**Selectperson Ayer** – The Town Lands Committee should have a list of properties proposed for sale shortly.

**Selectperson Bailey** – Had no new information to report.

**Selectperson Mannschreck** – Attended School Board meeting May 4<sup>th</sup>, where they shared they have hired several people. There will be a School Board workshop public session on June 1<sup>st</sup>. There will be an administrative retreat in August. June 18<sup>th</sup> is the last day of school for students, 23<sup>rd</sup> for teachers. The Advisory Budget Committee and Transfer Station have not met since the last report.

**Vice-Chair Saccoccia** – Had nothing to add to Jessie’s review of the Recreation updates.

**Chairperson Knapp** – Planning Board had an applicant for site review to add 5,000 sq foot commercial building on Tolend Rd in the commercial district which was approved. There was a continuance for a two-lot subdivision and a site review approval for Kozy’s for expanded outdoor dining, to obtain compliance prior to the waiver expiration in June. One additional request came before the Planning Board regarding a commercial space, who were given questions to review and return at a later date. Tech committee meets tomorrow at 4pm.

**Selectperson Ayer** - Added that the Recreation Fishing Derby was well attended.

### PUBLIC COMMENT

**8:19pm.** *Public Comment opened.*

Chief Walker requested the Select Board approve the Tricentennial Committee spending \$2,000 on t-shirts as fundraiser for Tricentennial Committee.

Motion to approve the expenditure of up to \$2,000 from the Tricentennial Celebration Expendable Trust by Vice-Chair Saccoccia, seconded by Selectperson Bailey second Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**8:21pm.** *Public Comment closed.*

### NON-PUBLIC SESSION

**8:22pm.** Chairperson Knapp requested anything to be considered for non-public session be submitted to Town Administrator MacIver prior to the meeting. Motion to enter non-public session legal by Selectperson Ayer, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Abstain, Mannschreck – Aye, Saccoccia – Abstain, Knapp – Aye. ***The motion passed.***

**8:33pm.** Motion to exit non-public session by Vice-Chair Saccoccia, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**RETURN TO PUBLIC SESSION AND ADJOURNMENT**

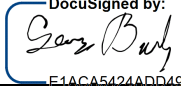
**8:33pm.** The Select Board returned to public session with Chairperson Knapp, Vice-Chair Saccoccia, Selectperson Bailey, and Selectperson Ayer present. Chairperson Knapp reported that the Board met in non-public session and addressed a legal question that was raised.


Motion to seal the non-public minutes indefinitely due to the legal nature of the content by Chairperson Knapp, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**9:51pm.** Motion to adjourn the May 10, 2021 Select Board meeting by Selectperson Bailey, seconded by Vice-Chair Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the May 10, 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

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Selectperson D. Ayer

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5/24/2021  
Date Minutes Were Approved