



BARRINGTON, NH SELECT BOARD MINUTES

Monday, July 12, 2021

The Select Board meeting for Monday, July 12, 2021 began at 6:30pm. The meeting was held at the Early Childhood Learning Center (ECLC), 77 Ramsdell Lane, and was also accessible by remote participation via a Microsoft Teams Meeting. 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.

ROLL CALL ATTENDANCE

6:31pm. Select Board attendance was taken via Roll Call: Ayer-Present, Bailey – Present, Mannschreck – Present, Knapp – Present, Saccoccia – Present.

PLEDGE OF ALLEGIANCE

6:31pm. Chairperson Knapp led the Pledge of Allegiance.

AGENDA REVIEW AND APPROVAL

6:31pm. *Town Administrator MacIver* requested the addition of the Covid Screening and Exclusion Policy to the agenda as item 'C' in Old Business for the July 12, 2021 meeting. ***The Select Board agreed.***

Selectperson Bailey requested an update regarding [Cemsites](#) under Old Business, item 'D'. ***The Select Board Agreed.***

Selectperson Mannschreck requested removal of the Zoning Board of Adjustment appointment from the Consent Agenda to Appointments. ***The Select Board agreed.***

Motion to approve the meeting agenda for the Monday, July 12, 2021 meeting as amended by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed by unanimous consent.***

PUBLIC HEARINGS

Acceptance of American Rescue Plan Act of 2021 State and Local Fiscal Recovery Funds

6:34pm. The Town of Barrington is estimated to receive \$969,845 over two years. Funds must be committed by the end of 2024 and utilized by the end of 2026

Selectperson Ayer motioned to accept, with the funds be used to supplement the cost of the new Town Hall. TA MacIver and Chairperson Knapp explained there are limited items the funds can be used for, some infrastructure projects are options, while the building itself is not.

Selectperson Ayer amended his motion, to accept the funds with the requirement that all expenditures be approved by the Select Board.

Selectperson Ayer withdrew his motion in order to make a new motion.

6:43pm. Public Comment opened.

6:44pm. *There were no comments.* Public Comment closed.

Motion to accept and expend the American Rescue Plan Act of 2021 State and Local Fiscal Recovery Funds estimated at \$969,845 and authorize the Town Administrator to sign accompanying documents with expenditures approved by the Select Board by Selectperson Ayer, seconded by Vice-Chair Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

CONSENT AGENDA

6:49pm. The consent agenda contains routine and/or procedural items where unanimous consent is expected, and no discussion necessary. Additional details regarding each item can be found in the [Town Administrator's Report](#).

Motion to accept the Monday, July 12, 2021 Consent Agenda (A-H minus E, which was moved to Appointments) as presented and amended by Vice-Chair Saccoccia, seconded by Chairperson Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed by unanimous consent.***

A. Meeting Minutes for June 28, 2021

Motion to approve the [June 28, 2021 meeting](#) minutes – ***Passed on the consent agenda.***

B. Requests for Signature

- a. Raffle Permit for American Legion Auxiliary #114
- b. AP 2021-227
- c. PR 2021-126
- d. Timber Yield for Map 270 Lot 19
- e. Timber Yield for Map 217 Lot 12
- f. Current Use Approval for Map 273 Lots 30 & 34
- g. Current Use Approval for Map 208 Lot 24
- h. Current Use Approval for Map 208 Lot 26

Motion to authorize and sign the above-referenced documents (a-h) – ***Passed on the consent agenda.***

C. New Requests for Signature

- a. Payroll Manifest 2021-127
- b. AP Manifest 2021-228

Motion to authorize and sign the above-referenced documents (a-b) – ***Passed on the consent agenda.***

D. 2021 Holiday Calendar Update

New Year's Day in 2022 falls on Saturday, January 1st, with the holiday observed on December 31, 2021. The updated holiday calendar indicates 12/31/2021 (New Years Day observed).

Motion to approve the updated 2021 Barrington Holiday Calendar – ***Passed on the consent agenda.***

E. Paul Thibodeau – Zoning Board of Adjustment Member

This item was moved to appointments and was NOT passed on the consent agenda.

F. Marcia Gasses – Strafford Metropolitan Planning Organization Technical Advisory Committee

Motion to appoint Marcia Gasses as a full member of the Strafford Metropolitan Planning Organization Technical Advisory Committee with a term expiring in June of 2023 – ***Passed on the consent agenda.***

APPOINTMENTS**Appointment to Zoning Board of Adjustment (ZBA) – Paul Thibodeau**

6:51pm. *Selectperson Mannschreck* would like the ZBA to reduce the amount of variances given.

Selectperson Bailey stated that the Select Board appoints individuals to the boards, and those members go through a process to change rules. This will be an agenda item at a future meeting.

Motion to appoint Paul Thibodeau to the Zoning Board of Adjustment as a full member with a term expiring in March 2024 by Vice-Chair Saccoccia, seconded by *Selectperson Bailey*. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Selectperson Bailey requested minutes from Planning Board and ZBA are included in packets in future.

PUBLIC COMMENT

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

6:57pm. Public Comment opened.

6:58pm. Public Comment closed.

STAFF REPORTS**July Work Anniversaries**

6:58pm. *Thank you for your hard work and dedication to the Town of Barrington!*

| | | |
|----------------|----------------------|----------|
| Jessica Tennis | Recreation Director | 16 Years |
| Seth Wentworth | Fire/EMS | 11 Years |
| Marcia Gasses | Town Planner | 9 Years |
| Payton Goodell | Deputy Tax Collector | 4 Years |
| Eric Pike | Fire/EMS | 1 Year |

Barrington Blaze Softball Team

6:59pm. The Barrington Blaze 12U Girls Softball Team is headed to the World Championship in Florida! They will be fundraising for the trip, including at the Transfer Station. We wish them luck! *Selectperson Bailey* brought up the possibility of installation of signs at some of the major roadways in Town.

MOA Caudle had no additional information or requests.

OLD BUSINESS**New Town Hall Update**

7:01pm. The new Town Hall project seems to be getting back on track! The Town will be going before the Planning Board on July 20th, requesting an amendment to the subdivision allowing the Town to take possession of the property and begin building. Additionally, Congressman Pappas' office reached out regarding direct federal community project funding. Barrington's Town Hall project was selected as one of 10 projects they're submitting and was asked over the weekend if the Town will be able to utilize \$1.5 million. TA MacIver confirmed that amount would be effectively utilized, additional information will follow.

Pavement Management Plan

7:05pm. In 2020, the Select Board included a goal to "Work with the Road Agent and an engineering consultant to develop a ten-year road improvement plan which can be implemented utilizing the Town's regular paving and road improvement budgets" with the addition in 2021 to have it ready to implement in late summer for use in 2022. In 2021, CMA Engineers was selected as the Town's engineer of record, and has since created a proposed [Task 20 Pavement Management Task Order](#). During this project data

will be collected that could be transferred long-term to an asset management plan, which is also currently under development.

Motion to accept CMA Engineers Task 20 and authorize up to \$46,100 from the Transportation Fee Capital Reserve by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

COVID Travel Policy Update

7:21pm. The Town's [COVID-19 Screening-Exclusion Travel Policy](#) has been updated following release of new guidance.

Motion to accept the amended COVID-19 Screening-Exclusion Travel Policy by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Cemetery Software Update

7:22pm. TA MacIver demonstrated how to access the [Town's Cemsites page](#), and explained that due to the volume of information, names, dates, locations have been prioritized, with additional information being added on a rolling basis.

NEW BUSINESS

Town and School Combined Deliberative

7:25pm. Town and School staff began a discussion regarding a combined deliberative session following the 2021 sessions. A combined session would increase attendance for the school's deliberative session, and the Select Board would not be at the table for the entire session. The School Budget would likely have greater discussion than normal.

The Select Board agreed by consensus the combined meeting would benefit the Town, and Selectperson Mannschreck offered to bring the discussion to the School Board at tomorrow's (7/13/21) meeting. Additional discussion regarding the logistics will follow.

Cost Of Living Adjustment (COLA) Methodology

7:31pm. TA MacIver was asked to [create a methodology](#) for a COLA for Town Employees for Select Board consideration. He shared the details of the methodology, how it would be applied in future years, and how seasonal adjustments are considered. The Select Board requested information about how the School Board calculates COLA for their employees. TA MacIver will conduct research regarding School COLA and how this methodology would have impacted historical COLA, and return to this subject at the July 26th, 2021 Select Board meeting.

2022 Holidays

7:44pm. June 17th the Federal Government established [Juneteenth National Independence Day](#) as a Federal Holiday, to be celebrated on June 19th each year. The Select Board was asked to discuss the observance of the holiday in Barrington. Barrington currently recognizes twelve holidays in the [Barrington Personnel Policies and Procedures Manual](#).

Selectperson Mannshreck would like to celebrate the holiday in Barrington, stating it brings a day to recognize something many residents aren't familiar with, and would like to add the holiday to the calendar without removing a holiday. Selectperson Bailey stated he would agree with the Board's decision. Vice-Chair Saccoccia would like to continue as-is due to logistics. Selectperson Ayer agreed to continue with the established holiday schedule.

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Motion to keep the holiday schedule as-is by Vice-Chair Saccoccia, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – No, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

The Select Board asked TA MacIver to monitor how other municipalities are implementing the holiday, and to bring the conversation back to the Select Board in December/January. The 2022 Holiday Schedule will be prepared to not include the holiday.

SELECTPERSONS REPORTS

7:56pm.

Selectperson Ayer – Town Lands has been reviewing properties, and the Conservation Commission has been reviewing their recommendations. The Conservation Commission is looking for a new member.

TA MacIver shared that a logging project will begin the week of July 26th in collaboration with the Conservation Commission. The project will result in a new parking area and trails.

Selectperson Bailey – Apologized for his absence during his vacation.

Selectperson Mannschreck – ABC will meet September 7, the School Board July 13, with no set date for the Transfer Station and Recycling Station Review Committee.

Vice-Chair Saccoccia – Summer camp is in process.

Chairperson Knapp – a Planning Board meeting is scheduled for the 20th, and a Tech Committee meeting is scheduled for tomorrow at 4pm.

PUBLIC COMMENT

8:02pm. Public Comment opened.

Jessica Tennis -Recreation Director - The community was able to meet 500lb [Trex Recycling program](#) challenge and order their bench! Thank you to all participants, especially the Transfer Station.

TA MacIver shared Erin Paradis is looking for another recipient of the plastic film following positive feedback from residents.

Chairperson Knapp asked Selectperson Mannschreck to encourage the Transfer Station and Recycling Center Review Committee (TSRCRC) to seek additional creative ways to reduce waste.

8:04pm. Public Comment closed.

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ADJOURNMENT

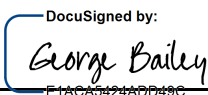
8:05pm. Motion to adjourn the July 12, 2021 Select Board meeting by Vice-Chair Saccoccia, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the [July 12, 2021 Town Administrator's Report](#).

Chairperson A. Knapp


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Vice-Chairperson J. Saccoccia


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Selectperson D. Mannschreck


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Selectperson G. Bailey

Selectperson D. Ayer

July 26, 2021
Date Minutes Were Approved