



BARRINGTON, NH SELECT BOARD MINUTES

Monday, January 4th, 2021

The Select Board meeting for Monday, January 4th, 2021 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, Vice-Chair Knapp, Selectperson Bailey, Selectperson Ayer, Selectperson Saccoccia, Town Administrator (TA) MacIver, Municipal Office Administrator (MOA) Caudle.

6:30pm. 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.

ROLL CALL ATTENDANCE

6:32pm. Select Board attendance was taken via Roll Call: Ayer – Present, Bailey – Present, Saccoccia – Present, Knapp – Present, Hardekopf - Present. Each Select Board member shared their location and stated that at present, they were alone in their respective rooms with no one influencing their votes.

PLEDGE OF ALLEGIANCE

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

PUBLIC HEARINGS

2021 Proposed Operating Budget

6:34pm. Pursuant to RSA 32:5, I and V; RSA 40:13, II-a (c)

Town Administrator MacIver presented the [2021 Municipal Operating Budget Proposal and Warrant Articles](#), including a review of the Unassigned Fund Balance, funding sources, and significant changes to the budget. He also shared that there is currently a 3.5% tax delinquency rate, lower than average. The Select Board committed to fund an additional \$175,000 in 2021 from the Transportation Fee Capital Reserve Account, which is funded by \$5 from each registration for additional paving projects. All 2021 Budget related documents are available on the Town's website at www.barrington.nh.gov/2021Budget.

2021 Proposed Warrant

6:59pm. All articles were assumed to have been motioned for a vote of support by the Select Board.

Article 2 - Operating Budget - \$7,267,566

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 3 - Bridge and Culvert Capital Reserve - \$150,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 4 - Highway Equipment Capital Reserve - \$150,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 5 - Fire Truck Capital Reserve - \$80,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 6 - Emergency Communications Capital Reserve - \$60,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 7 - Purchase of Ultra-Terrain Vehicle for Fire and Rescue Operations - \$32,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Nay, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 4-1.***

Article 8 - Library and Community Center Capital Reserve - \$25,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 9 - Police Equipment Capital Reserve - \$25,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 10 - Dam Repair/Engineering/Replacement Capital Reserve - \$25,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 11 - Fire and Rescue Equipment Capital Reserve - \$10,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 12 - Cemetery Capital Reserve - \$5,500

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 13 - Tricentennial Celebration Expendable Trust - \$5,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 14 - Library Technology Capital Reserve - \$3,000

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 15 - Police Collective Bargaining Agreement - \$4,787 (\$7,000 in 2022 and \$2,000 in 2023)

Roll Call Vote: Ayer – No, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 4-1.***

Article 16 - Police Collective Bargaining Agreement Renegotiation and Vote

Roll Call Vote: Ayer – No, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 4-1.***

Article 17 - Service-Connected Total Disability Credit – to \$3,050

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Article 18 - By Petition: All Veterans' Tax Credit – to \$750

The final content of this article may require adjustment due to the incremental increase, and the Town is awaiting legal counsel prior to finalization. The Select Board agreed by consensus that if the legal counsel recommends the removal of the incremental increase, they agree to change the wording to an increase to \$550. The petitioner also agreed to this change if the language must be changed.

Roll Call Vote: Ayer – Aye, Bailey - Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The Select Board voted to support this article by a vote of 5-0.***

Selectperson Bailey and Chairperson Hardekopf made it known that each would benefit from this credit.

7:10pm. *Public Hearing closed.*

Issuance of Building Permit on Berry River Road for James Maravelias and Sarah Battiato

7:11pm. Department Heads and the Planning Board recommend the following requirements:

1. Take care to grade the property frontage away from the road to prevent water runoff being directed onto the road.
2. Add 15-inch culvert under the driveway near the house.
3. Do not build up grades within 10 feet of the side property boundaries so no new runoff is directed onto abutting property.
4. Upon completion of construction, the road in front of the property should be graded to correct any rutting incidental to the construction.
5. Join the local Road Association.

Jack Gale, Abutter, shared his concerns about the lot being able to support the building process and setback requirements. Code Enforcement Officer/Building Inspector John Huckins confirmed that all required permits have been secured from the State and the property is able to meet all Town requirements.

Motion to authorize the issuance of a building permit for Map 104, Lot 56 with the above conditions by Vice-Chair Knapp seconded by Selectperson Ayer. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

APPOINTMENTS**Budget and Warrant Finalization**

7:16pm. The Select Board finalized the Budget and Warrant recommendations during the Public Hearing portion of the meeting. No further action was needed.

All Public Select Board Minutes are available online: <https://www.barrington.nh.gov/selectboardminutes>

Review of Minutes

7:17pm. Meeting minutes for [November 30th, 2020](#) were approved at the December 14th, 2020 meeting; however, Chairperson Hardekopf's vote on the 2021 Wage Increases has since been found to incorrectly recorded as abstained rather than aye. This has been corrected and the Select Board will sign the corrected meeting minutes.

12/7/2020 – Motion to accept the [December 7th, 2020](#) Select Board Meeting Minutes by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

12/14/2020 – Motion to accept the [December 14th, 2020](#) Select Board Meeting Minutes by Selectperson Bailey, seconded by Selectperson Saccoccia. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Recused. ***The motion passed.***

12/28/2020 – Motion to accept the [December 28th, 2020](#) Select Board Meeting Minutes by Selectperson Bailey, seconded by Vice-Chair Knapp. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Abstained, Hardekopf – Aye. ***The motion passed.***

PUBLIC COMMENT

7:24pm. Public Comment is limited to 3 minutes per person and 15 minutes total.

Don Buker - Resident, requested information about acceptance of yard waste at the Transfer Station after the survey was completed. Transfer Station Administrator Erin Paradis and TA MacIver shared that the full results of the survey are available, and survey results indicated that a minority of respondents supported the acceptance of yard waste. The Transfer Station and Recycling Center Review Committee has been reviewing and updating policies and procedures, prices, and costs to make updated recommendations to the Town and Select Board.

Selectperson Ayer - spoke to the growth of demand for recycled materials in neighboring states. Chairperson Hardekopf encouraged Selectperson Ayer to bring that information to the Committee.

7:32pm. There were no additional Public Comments. Public Comment closed.

OLD BUSINESS**Sale of Map 22 Lot 0001 per RSA 41:14-a**

7:32pm. Tax Deeded in 2020, the owner of Pumpkin Hollow, where the property is located, would like to purchase this property for \$12,265.04, the full amount of taxes, interest, and penalties owed to the Town.

Motion to approve the sale of Map 22 Lot 0001 to the owner of Pumpkin Hollow for \$12,265.04 with tenant-in-place by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

7:33pm. Chairperson Hardekopf recused herself from the next item of business, Vice-Chair Knapp took over Chairperson duties.

Sale of Map 262-14-9 Per RSA 41:14-a

7:33pm. This is not a tax-deeded property, so must be disposed of through RSA 41:14-a process. At the public auction on December 12th, 2020, Tracy Hardekopf was the high bidder.

Motion to approve the sale of Map 262 Lot 0014 Sublot 9 to Tracy Hardekopf for \$57,000 by Selectperson Bailey, seconded by Selectperson Saccoccia. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Recused. ***The motion passed.***

7:34pm. *Chairperson Hardekopf resumed Chairperson responsibilities.*

Deliberative Session Preparation – January 30th, 2020

7:34pm. TA MacIver shared updates regarding Deliberative Session, including multiple technological advancements. Remote participation will not be an option. The State Legislature may allow for improved remote participation with some last-minute legislation. At the January 25th meeting, TA MacIver will have information for the Select Board to present articles during the session.

Swains Lake Drawdown Plan

7:38pm. After review and comment by the Select Board at the November 9th, 2020 meeting, the [2021 Swains Lake Drawdown Plan](#) has been finalized.

NEW BUSINESS**Community Development Block Grant (CDBG) Application Award**

7:39pm. The Town received two responses for CDBG writing proposals, one from [Donna Lane](#) and a second from [Strafford Regional Planning Commission](#). The Town has worked with Donna Lane on prior CDBG applications and has had a positive experience.

Motion to award CDBG writing scope to Donna Lane by Chairperson Hardekopf, seconded by Vice-Chair Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Transfer Station Contractor Policy Review

7:41pm. Transfer Station Recycling Center Committee have provided updated [Rules and Regulations](#) as well as a [Contractor Form](#) authorizing one day of admittance for a contractor to use the Transfer Station for debris disposal.

Motion to accept the Transfer Station Rules and Regulations with changes and Contractor Form by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Motion to reverse 2008 Select Board decision to disallow contractors from use by Selectperson Ayer, seconded by Selectperson Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Deputy Treasurer Appointment

7:49pm. Peter Royce, Town Treasurer, has recommended Municipal Office Administrator Tiffany Caudle to serve as Deputy Town Treasurer. This recommendation has been supported by the Town's attorney and auditor.

Motion to approve the appointment of Tiffany Caudle as Deputy Treasurer by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Highway Building Permit Application

7:50pm. This was added to the agenda without objection by the Select Board. The Board was asked to consider approval of the [Building Permit Application](#) for the Highway Renovation.

Motion to approve the Highway Building Permit as presented by Selectperson Bailey seconded by Selectperson Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

STAFF REPORTS

7:51pm. January Work Anniversaries

Thank you to each of you for your hard work and dedication!

Tyler Rand	Fire/EMS	12 Years
Cody Guile	Fire/EMS	4 Years
Amy Doherty	Finance Administrator	2 Years
Erin O'Dea	Recreation Administrative Assistant	1 Year

Request for Signatures

7:52pm. MOA Caudle requested signatures for the following:

- Minutes approved in this meeting and those previously approved and corrected
- State forms relating to the Budget and Warrant finalization
- The Private Road Agreement for Map 104 Lot 56 will be sent to Chairperson Hardekopf for signature

SELECTPERSONS REPORTS

7:53pm.

Selectperson Ayer – Did not attend the most recent Conservation Commission meeting, and the Town Lands Committee meeting was cancelled.

Selectperson Bailey – Library is moving forward, and the staff are working diligently to provide for needs of the Town.

Vice-Chair Knapp – The Planning Board meeting is scheduled for tomorrow, and the Technology Committee meeting is next Tuesday.

Selectperson Saccoccia – Recreation is making COVID-safe plans and preparing for upcoming seasonal activities.

Chairperson Hardekopf – Was unable to attend the Transfer Station and Recycling Center Review Committee meeting, and the ABC will meet tomorrow and will make recommendations on each of the Articles voted on tonight.

PUBLIC COMMENT

7:55pm. Public comment opened.

Don Buker – Resident, asked for clarification on the Map and Lot number for one of the properties sold in the chat, and noted they found the answer prior to Public Comment.

Melissa Huetten – Library Director, shared the Library Trustee meeting schedule has changed to meet on the second Tuesday of each month at 6:30pm.

Erin Paradis – Transfer Station Administrator and Highway Support Assistant, shared the Transfer Station will be implementing and distributing transfer station stickers, which can be obtained at the Transfer Station. They must be displayed on the vehicle and are limited to two per household.

Vice-Chair Knapp – shared his concerns regarding the placement of Transfer Station stickers on the windshield of a vehicle.

8:02pm. There were no additional public comments. Public Comment closed.

NONPUBLIC SESSION

8:02pm. *Motion to enter nonpublic for reasons of personnel and reputation by Selectperson Ayer, seconded by Vice-Chair Knapp. **The Select Board agreed by consensus.***

8:03pm. The meeting resumed in Nonpublic Session with Chairperson Hardekopf, Vice-Chair Knapp, Selectperson Bailey, Selectperson Ayer, Selectperson Saccoccia, TA MacIver, and MOA Caudle present.

Communication Policy

8:03pm. Selectperson Ayer shared his discontent TA MacIver's request that he discontinue communication with a resident regarding a potential legal matter. After discussion, the Select Board agreed the request was appropriate.

8:12pm. The Select Board received information regarding a former Town Employee loitering at a Town facility. Administrator MacIver will direct the appropriate Department Head to address the issue.

Motion to exit Nonpublic Session by Selectperson Saccoccia, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

RETURN TO PUBLIC SESSION AND ADJOURNMENT

8:15pm. Public session resumed, with Chairperson Hardekopf, Vice-Chair Knapp, Selectperson Bailey, Selectperson Ayer, Selectperson Saccoccia, TA MacIver, and MOA Caudle present. The Select Board reviewed the communication policy between staff members and the Select Board and agreed with the outcome of the discussion.


8:16pm. Motion to adjourn by Vice-Chair Knapp, seconded by Chairperson Hardekopf. *Selectpersons Ayer and Bailey left the meeting prior to Roll Call.* Roll call vote: Ayer – Absent, Bailey – Absent, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the January 4th, 2021 [Town Administrator's Report](#).

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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

January 25th, 2021
Date Minutes Were Approved