



BARRINGTON, NH SELECT BOARD MINUTES

Monday, August 14, 2023

The Select Board meeting for Monday, August 14, 2023 began at 6:30pm. The meeting was held at Barrington Town Hall, 4 Signature Drive, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chair Cappiello, Selectperson Mannschreck, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator Caudle. Vice-Chair Saccoccia was previously excused.

CALL TO ORDER, ROLL CALL ATTENDANCE

6:30pm. Chair Cappiello called the meeting to order and requested Roll Call attendance. Hardekopf – Present, Gibson – Present, Mannschreck – Present, Saccoccia – Not Present, Cappiello – Present.

PLEDGE OF ALLEGIANCE

6:30pm. Chair Cappiello led the Pledge of Allegiance.

AGENDA REVIEW AND APPROVAL

6:31pm. Motion to accept the August 14, 2023 meeting agenda as presented by Selectperson Gibson, seconded by Selectperson Hardekopf. There was no vote and no objections raised. *The motion passed.*

PUBLIC COMMENT

6:31pm. *Public Comment is limited to three minutes per person, and 15 minutes total. Public Comment is not a discussion and commenters should not expect a response or two-way dialogue as the Select Board may not have discussed or taken a position on a matter. Chair Cappiello read the rules of Public Comment.*

6:33pm. *Public Comment opened.*

6:33pm. *There were no public comments. Public Comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison Report

6:33pm. Barrington School Superintendent Deannah Rae provided a shortened version of the recently completed [Demographic Study](#). She cautioned that the information was already out-of-date, with a recent influx of students due to home sales and new subdivisions. Additional information will be available after October 1, when the district pulls the school data for the current year.

TA MacIver gave the Select Board an overview of impact fees; the middle school impact fee was recently finished due to the end of the middle school bond. An impact fee is a way to fund

expansions in public services due to new residential buildings. The Planning Board has recently begun the discussion on potential new impact fees.

At the request of Chair Cappiello, Superintendent Rae explained there is room for expansion at the elementary school. In her opinion, Barrington is not seeing an impact due to educational choice vouchers yet, however some students in Town do attend charter or other school options. The schools are a significant draw for new residents.

Superintendent Rae offered an update after the October 1 data pull.

Library Trustee Chairperson Susan Gaudiello – Proposed New Library Updates

6:54pm. Library Trustee Chair Susan Gaudiello first encouraged all to visit the library from 5pm-7pm on August 23rd to ask questions about a new library, see the proposed design, and provide a mock-up of the newest library proposal.

Chair Gaudiello presented the new proposal, showing the location of the new building in relation to the recreation building and fields as well as explaining the reasons for certain design choices. The proposal includes a single-floor design and outdoor access from various points.

Select Board Chair Cappiello requested additional information on parking, while Selectperson Hardekopf asked about the septic design.

Chair Cappiello explained an additional \$10,000 was paid to the architect to design the renovation of the current library building to be retrofitted into recreation space. The cost is currently estimated at \$450/square foot, with approximately 9,700 square feet, at a total estimated cost of \$5.5 million. The plan is to use fundraising money for furniture. The current cost is focused on construction and engineering.

Issuance of a Building Permit on Long Shores Drive, a Private Road, for Dale and Sarah Kandoll, Map 101, Lot 58

7:19pm. Dale Kandoll, applicant, was present to speak for the project. He shared that shoulder work had already been completed, and some additional patching would need to be completed.

TA MacIver reviewed the recommendations of the Planning Board and Department Heads, which are as follows:

1. Patch existing pavement up to the far end of the property
2. Grade gravel surface of Long Shores Drive (adding material if necessary) to address all potholes
3. Reestablish drainage swale to accommodate a road shoulder which can support the weight of a loaded fire truck
4. Repair any damage to the road caused by construction.

The applicant is proposing to meet the road standards of 16' wide with 2' shoulders for this [Category 3 application](#). The Planning Board has reviewed the application and has recommended issuance of a building permit. There is a formal road association with a recorded road maintenance agreement.

7:21pm. *Public Comment opened.*

7:22pm. There were no public comments. *Public Comment closed.*

Motion to authorize the issuance of a building permit for map 101, lot 58 on Long Shores Drive, with requirements as presented by Selectperson Mannschreck, seconded by Selectperson Hardekopf. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

Issuance of a Building Permit on Kelly Lane, a Private Road, for Joseph Sweeney and Devon Beckwith, Map 234, Lot 6

7:19pm. Joseph Sweeney, applicant, explained the hope was to complete construction by Christmas. He has been unable to connect with the State Department of Transportation regarding a tie-in with Route 9.

Mr. Sweeney provided a list of costs to complete various repairs and updates to the road.

TA MacIver shared that initially this [Category 3 application](#) was presented as an Option 1 application, however the Planning Board agreed the road does not meet the standards and it should be an Option 2 application with a written scope of work and fair market value estimate for the proposed work discussed during the Planning Board meeting. A waiver was not requested for the 10% requirement.

TA MacIver reviewed the recommendations of the Planning Board and Department Heads, which are as follows:

1. Cut brush on the edges of the road and edge of Route 9 looking west for sight distance improvements
2. Install a 15' paved apron at Route 9
3. Reestablish drainage swale in order to accommodate a road shoulder which can support the weight of a loaded fire truck
4. Reestablish existing shoulders (to 50 feet past the subject property) in order to support the weight of a loaded fire truck
5. Widen the road at existing 16' culvert to meet the road standards
6. Grade gravel surface of Kelly Lane (adding material if necessary) to address all potholes
7. Repair all construction associated damage to Kelly Lane

Mr. Sweeney proposed he be allowed to complete the house, receive a Certificate of Occupancy, and complete the work at a later time after the cost of the apron and other work is known.

Selectperson Gibson agreed the process can be confusing, and that a committee is working to update the policy.

Motion to table the vote on the issuance of a building permit until additional materials are reviewed by Selectperson Hardekopf, seconded by Selectperson Mannschreck.

7:49pm. Public Comment opened.

Vanessa Price, Town Planner - Shared there is a Planning Board meeting tomorrow, where this application can be discussed during other business if necessary.

TA MacIver explained items need to be reviewed by all necessary parties prior to the Planning Board and Select Board. The packet that is reviewed should be unchanged through the process.

The Board and TA MacIver discussed the intent of the policy as well as the Road Agent's role in the process.

7:53pm. There were no additional Public Comments. *Public Comment closed.*

The prior vote was called. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

Note: *Following the vote on Holly Lane, the Select Board clarified that this application must be reviewed by the Road Agent as well as the Planning Board prior to review by the Select Board.*

Issuance of a Building Permit on Holly Lane, a Class VI Road, for Kevin and Jean Roy, Map 270, Lot 74

7:53pm. Kevin Roy, applicant for this [Category 3 permit](#), explained the planned improvements and that he intends to continue improving the road and pay a bond if necessary, in excess of 10%. \$29,400 has already been spent on improvements, with an additional \$88,800 planned. Improving the entire road to 16' with 2' shoulders is estimated by the applicant to over \$200,000.

Department heads agree the road should meet the full standard, not the 10% requirement as the road is extremely difficult to navigate outside of summer. The applicant provided additional materials following Department Head review regarding their concerns.

As this is a Class VI road, it is possible a bond may be required to be held by the Town to ensure the completion of the road. The Town engineer would suggest the scope.

Mr. Roy shared that Eversource used the road for access recently and caused damage to the road. TA MacIver will speak with the Road Agent, and if necessary will work with Eversource to repair the damage caused by their work.

The Road Agent has not reviewed the spreadsheet presented by the applicant with costs.

Selectperson Hardekopf shared she would like Department Head feedback on the proposed improvements.

8:14pm. *Public Comment Opened.*

John Ludwig, 74 Labrador Lane – Asked how much additional clearing is anticipated?

TA MacIver explained the Town has no authority on a single family home regarding clearing; this is solely regarding access. This is no longer planned as a subdivision.

8:16pm. There were no additional Public Comments. *Public Comment closed.*

Motion to table the vote on the issuance of a building permit on Holly Lane Map 270 Lot 74 until further review by the Road Agent and comment on the full packet by Selectperson Hardekopf, seconded by Selectperson Mannshreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

TA MacIver requested clarification on who the Select Board would like to have review this and the Kelly Lane applications.

Selectperson Hardekopf amended/clarified her prior motion to need only go before the Road Agent for review and comment, not all Department Heads nor the Planning Board, seconded by

Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. **The motion passed.***

Selectperson Hardekopf clarified/amended her prior motion on Kelly Lane to table pending review of additional materials by Road Agent Moreau and the Planning Board, seconded by Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. **The motion passed.***

The applicant voiced his concerns regarding this being set back an additional month and pushing back construction an additional month.

CONSENT AGENDA

8:24pm. *Motion to approve the Monday, August 14, 2023 Consent Agenda as presented by Selectperson Hardekopf seconded by Selectperson Mannschreck. Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. **The motion passed.***

Selectperson Mannschreck asked why the Town was purchasing a gasoline powered rather than diesel powered forestry truck? Fire Chief Walker shared the majority of the vehicles are shown to be more economical with gasoline engine.

A. Meeting Minutes July 10, 2023

*Motion to approve the July 10, 2023 minutes. – **Passed on the Consent Agenda.***

B. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable Manifest 2023-229
- ii. Accounts Payable Manifest 2023-230
- iii. Accounts Payable Manifest 2023-231
- iv. Accounts Payable Manifest 2023-232
- v. Payroll Manifest 2023-128
- vi. Payroll Manifest 2023-128B-Fire
- vii. Payroll Manifest 2023-129
- viii. Payroll Manifest 2023-130
- ix. Payroll Manifest 2023-131
- x. 2022 MS535
- xi. Approved Meeting Minutes – June 12, 2023
- xii. Approved Meeting Minutes – June 27, 2023
- xiii. Land Use Change Tax Bill – Map 203 Lot 16
- xiv. Land Use Change Tax Bill – Map 203 Lot 17
- xv. Land Use Change Tax Bill – Map 223 Lot 26-21
- xvi. Land Use Change Tax Bill – Map 223 Lot 26-32
- xvii. Land Use Change Tax Bill – Map 223 Lot 26-41
- xviii. Land Use Change Tax Bill – Map 260 Lot 7-2
- xix. Land Use Change Tax Bill – Map 260 Lot 7-3
- xx. Disabled Exemption for Map 20 Lot 70
- xxi. Administrative Abatement for Map 20 Lot 70
- xxii. Administrative Abatement for Map 17 Lot 19-R
- xxiii. Oath of Office for Energy Committee Alternate – Cynthia Hoisington
- xxiv. Agreement and Release for Map 104 Lot 96
- xxv. Agreement and Release for Map 247 Lot 28

Motion to authorize and sign the above-referenced documents (i-xxv). – Passed on the Consent Agenda.

C. New Requests for Signature

- i. Accounts Payable Manifest 2023-233
- ii. Payroll Manifest 2023-132
- iii. Payroll Manifest 2023 132B-Fire

Motion to authorize and sign the above-referenced documents (i-iii). – Passed on the Consent Agenda.

D. 2023-2024 Barrington Budget Calendar

TA MacIver prepared the [2023-2024 Budget Calendar](#) in preparation for the upcoming 2024 budget development process. He proposed to begin the budget process on October 16, 2023.

Motion to approve the 2023-2024 Budget Calendar as presented. – Passed on the Consent Agenda.

E. 2024 Holidays

The [Barrington Personnel Policies and Procedures Manual](#) lists twelve holidays. TA MacIver has proposed [2024 Barrington Holidays](#).

Motion to approve the 2024 Barrington Holidays as presented. – Passed on the Consent Agenda.

F. 2024 Select Board Meeting Calendar

TA MacIver has created and proposed the [2024 Select Board Meeting Calendar](#).

Motion to approve the 2024 Select Board meeting schedule as presented. – Passed on the Consent Agenda.

G. Generators Request for Proposals – Public Safety Building and Communications Tower/105 Ramsdell Lane

The Select Board has supported efforts to move forward with the installation of a new generator at the Public Safety Building since 2021. Concurrently, the Town pursued a grant for an emergency tower generator for 105 Ramsdell Lane. After extensive review and discussion, it is time for both generators to be put out to bid. Town Staff are proposing a [Generator Request for Proposals with Appendix 20230803](#).

Motion to authorize advertising the Generator Request for Proposals as presented. – Passed on the Consent Agenda.

H. 2023 Audit Request for Proposals

As part of Generally Accepted Accounting Principles (GAAP), a new auditing team is recommended every three to five years. The Town's current auditor has been utilized for the last three years. The Finance administrator has proposed [Financial Audit Services Request for Proposals 20230809](#) starting with the 2023 Fiscal Audit. Town's current auditor recently completed the 2022 financial audit.

Motion to authorize advertising the Financial Audit Services Request for Proposals as presented. – Passed on the Consent Agenda.

I. Hall Road Tree Trimming – Waive Purchasing Policy

The tree canopy along Hall Road is thick and many trees are overhanging the road. The Road Agent has budgeted for the necessary work which is expected to cost \$25,000. The Purchasing Policy requires any single purchase of goods or services over \$10,000 to be advertised for sealed bid. The Road Agent [is requesting a waiver](#) of the Purchasing Policy in order to continue utilizing Urban Tree Service (which was competitively selected for prior projects of a similar scope).

Motion to waive the Purchasing Policy and allow the Road Agent to utilize Urban Tree for tree removal on Hall Road at a cost of \$25,000 (properly budgeted). – Passed on the Consent Agenda.

J. John Houle Prive Road Building Permit Road Improvements Request

John Houle of 332 Long Shores Drive is performing site and road work in the vicinity of his home on Long Shores Drive, and [requested](#) work he is currently completing be credited towards the 10% requirement of Category 3 Class VI/Private Road applications. His proposal was reviewed by the Class VI and Private Road Building Committee, who supported the proposal by a vote of 6-0. Additional proposed requirements include:

1. The scope has to be "qualified work" to achieve the intent of the road improvement policy per the Fire Chief and Road Agent;
2. The work has to be done within six months of the application;
3. Proof of the fair market value of the work in the credit request must be submitted.

Motion to authorize road improvement work performed by John Houle on Long Shores Drive to be credited towards the 10% requirement of a future private road building permit application submitted within six months. – Passed on the Consent Agenda.

K. Library and Community Center Capital Reserve Utilization - \$40,000

The Library Trustees have requested utilization of funds from the Library and Community Center Capital Reserve. The Select Board are the agents to expend. The current balance is approximately \$70,000.

1. Public Information Visioning Meeting - \$6,000
 - a. Preparation of Visioning Boards ([Invoice](#))
2. New Library Design and 105 Ramsdell Lane Retrofit Design - \$34,000
 - a. Library and Recreation Scope of Services ([Proposal](#))

Motion to authorize up to \$40,000 from the Library and Community Center Capital Reserve account for design services from SMP Architecture. – Passed on the Consent Agenda.

L. Acceptance of Office of Highway Safety Grant Funds – \$8,200

The Police Department was able to secure an \$8,200 grant through the Office of Highway Safety. The Select Board is authorized to accept and expend grant funds pursuant to [RSA 31:95-b](#).

Motion to accept and expend the Office of Highway Safety grant in the amount of \$8,200. – Passed on the Consent Agenda.

M. Forestry Truck Bid Specification

At the September 12, 2022 meeting, the Select Board authorized the replacement plan for the Fire Department Forestry Truck. This is a two-step process; The first step of this plan included the purchase of a slide-in pump, water tank, and hose reel utilizing funds properly budgeted in the Fire and Rescue Equipment Capital Reserve. This was authorized at the April 17, 2023 meeting. The next step in the plan was to advertise a cab, chassis, and utility body. Available for review are the [specifications](#) and [cover letter](#).

Motion to authorize advertising the Forestry Truck Bid Specification as presented. – Passed on the Consent Agenda.

APPOINTMENTS**Energy Committee – Matthew Towne**

8:25pm. Mr. Towne is seeking appointment as an [alternate member of the Energy Committee](#) with a term expiring in March of 2026.

Pursuant to the Select Board's Appointment Procedure, this appointment was presented for a vote at the July 10, 2023 meeting.

Motion to appoint Matthew Towne as an alternate member of the Energy Committee with a term expiring in March 2026 by Selectperson Hardekopf, seconded by Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

(This motion was clarified after vote to be an appointment, not acceptance of application)

Recreation Commission – Fredrik Testor

8:26pm. Mr. Testor is seeking appointment as an [alternate member of the Recreation Commission](#) with a term expiring in March of 2026.

Pursuant to the Select Board's Appointment Procedure, this appointment was presented for a vote at the July 10, 2023 meeting.

Motion to appoint Fredrik Testor as an alternate member of the Recreation Commission with a term expiring in March 2026 by Selectperson Mannschreck, seconded by Selectperson Hardekopf. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

Planning Board – Donna Massucci

8:26pm. Ms. Massucci is seeking appointment as a [full member of the Planning Board](#) with a term expiring in March of 2025. She was appointed to an alternate position in May, 2023, expiring in March, 2026. This appointment request follows the resignation of Planning Board member Andrew Melnikas.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for a vote at the September 11, 2023 meeting.

Chair Cappiello shared the need for full members, and that Ms. Massucci has sat on the Planning Board as a voting member multiple times recently to meet quorum requirements.

Strafford Metropolitan Planning Organization Technical Advisory Committee

8:27pm. Vanessa Price, Town Planner, is seeking reappointment to the [Strafford Metropolitan Planning Organization Technical Advisory Committee](#) for 2024-2025.

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for a vote at the September 11, 2023 meeting.

Strafford Regional Planning Commission

8:28pm. Mr. Towne is [seeking reappointment](#) to the [Strafford Regional Planning Commission](#), with a term expiring in 2027 (a four-year term).

Pursuant to the Select Board's Appointment Procedure, this appointment will be presented for a vote at the September 11, 2023 meeting.

STAFF REPORTS

August Work Anniversaries

8:29pm. TA MacIver presented the employees celebrating an anniversary in Barrington. Thank you for your dedication to the Town of Barrington!

Richard Conway	Recreation Site Supervisor	36 Years
Michael Bayer	EMS	13 Years
Keith Brody	Fire/EMS	12 Years
Patrice Lenzi	Minute Taker	11 Years
Michelle Libby	Police Sergeant	7 Years
Amanda Noyes	Building/Assessing Admin. Assist	6 Years
Shane Elliot	Highway Department Crew	6 Years
Jameson Young	Police Officer	5 Years
Conner MacIver	Town Administrator	5 Years
Marc Moreau	Road Agent	4 Years
Cameron 'Jessie' Cole	Fire/EMS	2 Years
Rebecca Gomez	Town Clerk Assistant	1 Year
Chad Leigh	Recreation Program Coordinator	1 Year
Noah Tougas	Police Officer	1 Year

Training Opportunities

8:31pm. TA MacIver shared four upcoming training opportunities:

1. August 17, 2023 12p-1p (Virtual) [It's Zoning Amendment Time... Again!](#)
2. August 22, 2023 12pm-1:30pm (Virtual) [The Right-to-Know Law and Government Records Webinar](#)
3. September 7, 2023 12pm-1:30pm (Virtual) [Charter Government Records in New Hampshire Webinar](#)
4. September 12, 2023 9am-4:45pm (Manchester/Virtual) [Budget and Finance Workshop](#)

Formal Strategic Planning Session and Goal Setting Recap

8:31pm. The Town Planner will present the Capital Improvements Program at the October 2, 2023 Select Board Meeting. The Select Board will determine how and when to approach the Town's identified priorities at this meeting, with those identified as the highest priorities to be brought forward to residents in March of 2024.

Public Safety Building Renovation/Expansion Design

8:33pm. TA MacIver explained the Police and Fire Chiefs would like to pursue a warrant article in 2024 for the design of a Public Safety Building renovation/expansion project, with an approximate

cost of \$200,000. This would help gauge resident support for the full project, and will be discussed further at the October 2, 2023 meeting.

Previously CMA Engineers confirmed an expansion/renovation would be possible and provided a rough estimate of the cost. However, the Advisory Budget Committee (ABC) recommended the project be fully designed prior to going before voters.

(TA MacIver shared this information during Formal Strategic Planning Session and Goal Settings Recap)

Highway/Transfer Station Collective Bargaining Unit Represented by AFSCME Council 93

8:36pm. The Highway/Transfer Station held an election on August 1, 2023 to determine representation for the collective bargaining unit, which was approved July 6, 2023. A [Tally of the Ballots](#) is available, as well as a [Certification on Conduct of Election](#).

The Town and AFSCME Council 93 will be working on a contract to be approved by voters in the coming months.

Master Plan Survey – Housing Chapter

8:37pm. The Housing Master Plan Chapter Update Committee has developed a survey, which has already received approximately 100 responses. The survey can be completed online at <https://tinyurl.com/barmmp23>. The group has scheduled a Housing Forum for September 30, 2023 from 8:30am – 12pm at the Early Childhood Learning Center (ECLC).

Pay Plan Step Allowance and Cost of Living Adjustment (COLA)

8:37pm. TA MacIver explained that the ABC would like to see the COLA and step decided at the beginning of the process so the budget is built around the cost. This year a smaller increase (3%) is proposed than in recent years. Selectperson Hardekopf requested the previous 5 years of data, increases in FTEs, wages, etc. TA MacIver will provide these as well as recent COLA and wage study updates.

The increases are always implemented at the beginning of April. Last year there was no COLA though there was an increase in the wage schedule due to inflation.

The Collective Bargaining Agreement with the Highway/Transfer Station union will be completed separately from the COLA for non-union employees.

Second Quarter Financial Analysis

8:43pm. The analysis has been completed, and the Town is tracking on average and as expected. The delinquency rate has begun to increase. The Unassigned Fund Balance is higher than anticipated during budget development. It is a tool for the Select Board to utilize in the 2024 Town Meeting if they choose to use it to possibly offset the cost of some items.

NHMA CTAP Grant Coaching Program

8:44pm. [Barrington was accepted](#) into the New Hampshire Municipal Association's (NHMA) [Coaching and Technical Assistance Program](#) (CTAP), which will provide the Town with a mentor for seeking out and applying for grants for projects in Barrington. This is an opportunity to reduce tax dollars for local government projects. Only a handful of communities were accepted, this is an exciting opportunity for Barrington! Selectperson Hardekopf asked that grant writing and administration be added to the Town Administrator and Finance Administrator job descriptions.

Municipal Boat Launch Grant Update

8:48pm. The Select Board approved the pursuit of the municipal boat launch investment program, which would provide up to \$100,000 in funding, with a 25% match requirement, at the May 8, 2023 meeting. The Town is working with the Governor's Office to provide necessary information to support a \$100,000 application to improve the Ayers Lake boat launch at Daniel Cater Road.

The appropriate source for the \$33,333 in local funding is being investigated.

Recreation HRCU Summer Concert Series and Fireworks in the Town Center

8:49pm. The third of four concerts is being held Thursday, August 17th in cooperation with the Best of Barrington (formerly the Tricentennial Steering Committee). There will be a fireworks display following the concert. The Select Board will have a table at the concert and will be available for questions and discussion.

Municipal Office Administrator Caudle**Request for Signatures**

8:50pm. MOA Caudle requested signatures for items on the Consent Agenda as well as an Agreement and Releases for the Class VI/Private Road permit and oaths for the two appointments approved previously in the meeting.

OLD BUSINESS**Transfer Station Special Revenue Fund RSA 31:95-c**

8:51pm. In response to anticipated significant increases in the waste management contract, which will be expiring in 2026, the Town is proactively looking for means to mitigate future costs. In 2027, fees are expected to be at least twice current costs; increasing fees to that extent will put a significant burden on taxpayers.

One option is for the Town to set aside a Special Revenue Fund, increasing costs to taxpayers over a span of several years, in order to reduce the sudden increase in 2027.

This would be presented to voters in March of 2024. The Select Board voiced their support for further pursuit of this Special Revenue Fund.

Planning Board Sign Ordinance Review Recommendations

8:57pm. Chair Cappiello explained the Planning Board has begun reviewing sign ordinances. During review, the Select Board was advised to authorize non-enforcement of certain aspects of the current ordinance. The Building Department has recommended non-enforcement of:

1. Temporary signs less than six (6) square feet in the road right-of-way that do not present a hazard (e.g. graduation signs)
2. Permanently installed mailbox attachments less than six (6) square feet in the road right-of-way which do not present a hazard (e.g. ornamental name signs)

TA MacIver clarified this is a temporary solution. The long-term solution would be clarification and specifics written into a new sign ordinance.

Motion to support the Building Department recommendation and to authorize non-enforcement of the provisions of the current sign ordinance as proposed by the Building Department by Selectperson Hardekopf, seconded by Selectperson Mannshreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

Town Center: Lot for Sale and Tax Increment Financing (TIF) District Reevaluation

9:03pm. TA MacIver provided an update on the proposed TIF District, including discussions that have occurred between stakeholders and options for the March, 2024 Town vote.

Further, he shared that the Barrington Urgent Care office is expected to go up for sale soon. The single-level, 8600 square foot building with a \$1.3 million assessment could also be an opportunity for the Town for both access and development, and TA MacIver will be touring it when the opportunity arises.

NEW BUSINESS**Employee and Volunteer Appreciation Programs**

9:11pm. TA MacIver has created a plan to highlight employees and volunteers, including a [volunteer award nomination form](#). This could include annual awards and the opportunity to recognize specific employees for exceptional work. Employee and volunteer tenure recognition along with gifts at certain levels of longevity.

A total rewards package is provided to employees each year, which was suggested by Selectperson Hardekopf during her previous time on the Select Board.

TA MacIver suggested a wall at Town Hall recognizing current volunteers. Selectperson Hardekopf shared her concern regarding the necessary upkeep. The Board and TA MacIver discussed t-shirts for volunteers.

Selectperson Hardekopf suggested utilizing the Town Report to provide writeups for spotlighted volunteers/employees, and to find opportunities to highlight positive recognition, possibly an opportunity for individuals to share a monthly award.

The Town employee's annual apple picking event is an additional option to invite Town Volunteers.

2023 Tax Deeding

9:26pm. The Select Board will be discussing tax deeding in non-public session. At this time in 2019, there were 43 properties to be deeded; this year there are 17, with two weeks until the deed date.

SELECT BOARD REPORTS AND CONCERNS

9:28pm.

Selectperson Hardekopf – The ZBA did not have a meeting in August. The previous meeting two variances were approved, one of which was reviewed during a Class VI/Private Road hearing tonight. The Master Plan Housing Committee has been working to encourage residents to complete the survey (<https://tinyurl.com/barmp23>).

Selectperson Gibson – The Conservation Commission met last Thursday, August 10th and reviewed capital improvement project priorities. The Energy Committee is scheduled to meet Thursday, August 17 at 7pm. Henry Herndon from the NH Energy Coalition will be in attendance.

Selectperson Mannschreck – The Transfer Station and Recycling Center Committee meeting was rescheduled to next Monday. The School Board meeting and planning session for the Barrington Library are tomorrow, August 15. The ABC will start meeting in October.

Vice-Chair Saccoccia – Not present.

Chair Cappiello – The Planning Board had several requests for continuance, including Young Road. Elf Made withdrew their request for containers/storage at the intersection of Route 9 and 125. The Wetland Classification Committee continues to meet. A public hearing on proposed subdivision regulations was held, and impact fees were discussed. The cost of a consultation for impact fees will be \$35,000.

The Board and TA MacIver discussed utilization of impact fees for a TIF District, and how that might look.

PUBLIC COMMENT

9:34pm. *Public Comment opened.*

Susan Gaudiello, Library Trustee Chair, 528 Franklin Pierce Highway – Thanked First Seacoast Bank for supporting the summer reading program. Hours will be changing at the library so they'll be open until 8pm on Tuesdays and Thursdays. She shared that she supports the idea of t-shirts for volunteers, it's a way to encourage volunteerism.

Alexandra Simocko, 77 Brooks Road – Spoke to utilizing t-shirts for volunteers/employees as a way to show involvement, start discussions, and encourage volunteering. She also suggested a meet the volunteer post monthly on Facebook.

9:39pm. There were no additional public comments. *Public comment closed.*

NONPUBLIC SESSION

9:39pm. Motion to enter nonpublic session for the purposes of reputation, personnel, land, and legal by Selectperson Hardekopf, seconded by Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Cappiello: Aye. The motion passed.*

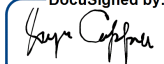
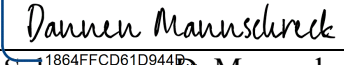
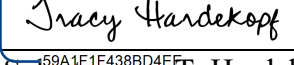
RETURN TO PUBLIC SESSION AND ADJOURNMENT

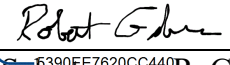
10:53pm. Motion to exit nonpublic session and return to public session by Selectperson Hardekopf, seconded by Selectperson Mannschreck. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Capiello: Aye. **The motion passed.***

Motion to seal the non-public minutes for the August 14, 2023 meeting for 6 months following Select Board approval of the minutes by Selectperson Hardekopf, seconded by Selectperson Gibson. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: Aye, Capiello: Aye. **The motion passed.***

Motion to adjourn the August 14, 2023 Select Board meeting by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. *Roll Call Vote: Hardekopf: Aye, Gibson: Aye, Mannschreck: No, Capiello: Aye. **The motion passed.***

Additional information and links to all reviewed documents can be found in the [August 14, 2023 Town Administrator's Report](#). The next meeting will be held on September 11, 2023.

DocuSigned by:

E5D716E5480A49C...
Chairperson Joyce Capiello
DocuSigned by:

1864FFCD61D944B...
Selectperson D. Mannschreck
DocuSigned by:

59A1F1F438BD4EE...
Selectperson T. Hardekopf

Not Present
Vice-Chair J. Saccoccia
DocuSigned by:

5390EE7620CC440...
Selectperson R. Gibson
September 11, 2023
Date Minutes Were Approved