



BARRINGTON, NH SELECT BOARD MINUTES

Monday, February 26, 2024

The Select Board meeting for Monday, February 26, 2024 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, Vice-Chair Saccoccia, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver and Municipal Office Administrator (MOA) Caudle. Selectperson Mannschreck 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 – Not Present, Saccoccia – Present, Cappiello – Present.

PLEDGE OF ALLEGIANCE

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

AGENDA REVIEW AND APPROVAL

6:30pm. Motion to approve the Select Board agenda for February 26, 2024 as presented by Selectperson Saccoccia, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Cappiello – Aye. ***The motion passed.***

PUBLIC COMMENT

6:31pm. Public comment opened.

6:31pm. There were no public comments. Public comment closed.

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison

6:31pm. No members of the School Board were present.

CONSENT AGENDA

6:31pm. Motion to approve the Monday, February 26, 2024 Consent Agenda (A-B) as presented by Selectperson Hardekopf, seconded by Selectperson Gibson. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Cappiello – Aye. ***The motion passed.***

A. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable Manifest 2024-208
- ii. Payroll Manifest 2024-107
- iii. Payroll Manifest 2024-107B-Fire

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

B. New Requests for Signature

- i. Accounts Payable Manifest 2024-209
- ii. Payroll Manifest 2024-108
- iii. January 22, 2024 Select Board Minutes
- iv. February 3, 2024 Select Board Minutes
- v. Abatement Approval – Map/Lot 23-45-A
- vi. Abatement Approval – Map/Lot 114-24

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

APPOINTMENTS**Appointments for Terms Expiring in 2024**

6:31pm. Select Board appointments expire on March 31st each year. Appointment terms are staggered to preserve institutional knowledge on each board and committee. The Select Board began reviewing appointments and reappointments on February 26, 2024. Thank you to our citizen volunteers!

Tax Collector – Linda Markiewicz

In 2013, voters approved warrant article 30 which authorized the Select Board to appoint a Tax Collector pursuant to RSA 669:15-17b. Linda Markiewicz was hired in April of 2013 and will continue to serve as Barrington's Appointed Tax Collector through April, 2024, when she plans to retire. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Town Treasurer – Peter Royce

In 2012, voters approved warrant article 13 which authorized the Select Board to appoint a Town Treasurer. Prior to 2012, Peter Royce was an elected Treasurer and he has been the appointed treasurer since 2012. Per RSA 41:27 and RSA 41:26-e, the Treasurer needs to be appointed each year prior to Town Meeting. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Deputy Town Treasurer – Tiffany Caudle

In 2021, the Municipal Office Administrator, Tiffany Caudle, was appointed as Deputy Treasurer in response to an audit recommendation. The Town had not been able to maintain a citizen volunteer as Deputy Treasurer, which consistently resulted in having only one authorized signatory on the Town's accounts. Having a staff member serve as Deputy Treasurer fulfills the Town's continuity of operations objectives. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Assistant Town Treasurer – Diane Cotter

In support of succession management and continuity of operations, we have been looking to attract a citizen-volunteer willing to participate in the activities of the Town Treasurer. Fortunately, Diane Cotter has stepped forward and is interested and willing to do the work. She was actually trained in the duties a number of years ago but was not formally appointed. An Assistant Town Treasurer appointment would solidify her role assisting the Town Treasurer. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Deputy Town Clerk – Rebecca Nelson

Rebecca Nelson was appointed as Deputy Town Clerk in 2020 and has continued to serve in the role. A Deputy Town Clerk fulfills the Town's continuity of operations objectives. Pursuant to the

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Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Recreation Commission - Scott Ramsey

Mr. Ramsey was appointed in 2022 as a full member of the Recreation Commission and is [seeking reappointment](#). A full appointment with a term expiring in 2027 is proposed. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Planning Board - Ronald Allard

Mr. Allard was appointed in 2021 as a full member of the Planning Board, currently serves as Vice-Chair, and is [seeking reappointment](#). A full appointment with a term expiring in 2027 is proposed. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Planning Board - Andrew Knapp

Mr. Knapp was appointed in 2022 as a full member of the Planning Board and is [seeking reappointment](#). A full appointment with a term expiring in 2027 is proposed. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Zoning Board of Adjustment - Jackie Flanagan

Ms. Flanagan was appointed in 2023 as a full member of Zoning Board of Adjustment and is [seeking reappointment](#). The appointment term was brief as her term fulfilled a prior resignation. A full appointment with a term expiring in 2027 is proposed. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

Zoning Board of Adjustment - Paul Thibodeau

Mr. Thibodeau was appointed in 2021 as a full member of Zoning Board of Adjustment and is [seeking reappointment](#). A full appointment with a term expiring in 2027 is proposed. Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the March 4, 2024 meeting.

NEW BUSINESS

7:24pm. Appointments to boards, committees, and commissions, expire on March 31st each year, with appointments for terms staggered to preserve institutional knowledge. The Select Board will be asked to review appointments at the next Select Board meeting, and approve them at the March 4, 2024 meeting.

STAFF REPORTS

6:33pm. TA MacIver confirmed with the Select Board the previously reviewed Appointments can be placed on the Consent Agenda next week.

February Work Anniversaries

6:33pm. TA MacIver Presented February's work anniversaries at the prior meeting in February. Thank you for your service to the Town of Barrington!

James Jennison

Deputy Building Inspector

2 Years

Jonathan Sardinha

Police Officer

1 Year

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2024 Deliberative Session Review and Ballot Session Information

6:33pm. TA MacIver shared Voter Guides have been heavily distributed at multiple locations throughout Town as well as online. Staff have made a variety of efforts to share information and encourage residents to vote.

2024 Barrington Kids Vote

6:34pm. There were 73 submissions for the Barrington Kids Vote “I Voted” stickers! A ballot will be created in the next week.

Training Opportunities

6:34pm. TA MacIver provided the Select Board with upcoming training opportunities:

A. Local Solutions to the State’s Housing Crisis Webinars

- vii. [WEBINAR DESCRIPTIONS AND LINKS](#)
- viii. [February 15 - Our Housing Shortage](#)
- ix. [February 22 - The Intersection of Development and Clean Water](#)
- x. [February 29 - YIMBYism: A Different Approach to Development](#)
- xi. [March 7 - Transfer of Development Rights 101: A Primer](#)
- xii. [March 14 - Attracting Developers](#)

A. Local Officials Workshop – In-Person/Virtual – 25 Triangle Park Drive, Concord

- xiii. April 3, 2024 – 9:00am to 4:00pm
- xiv. May 7, 2024 – 9:00am to 4:00pm

B. October 30 and 31, 2024 – New Hampshire Municipal Association Annual Conference – Manchester

Select Board Reorganization

6:35pm. The Select Board will meet on March 18 for the first time following the March Town Meeting. At this meeting, the Select Board will select a Chair and Vice-Chair.

Selectperson Hardekopf asked if the current Chair and Vice-Chair are willing to continue to serve in their roles. Both agreed, though they would be open to supporting another member.

Select Board Committee Assignments

6:35pm. At the April 8, 2024 meeting, the newly elected chair will complete committee assignments. TA MacIver encouraged the Select Board members to consider what boards they would like to be involved in, to ask any questions, and to share that information with the new chair following the March 18th meeting.

Municipal Office Administrator Caudle

6:36pm. MOA Caudle requested signatures for the minutes approved on the Consent Agenda.

OLD BUSINESS**2024 Paving List Finalization to Advertise Request for Proposals**

6:36pm. The Road Agent has reviewed the 2024 Paving List and made some adjustments due to changes over the winter. Road Agent Marc Moreau explained the adjustments, and that due to the adjustments the repairs will be approximately a year behind in the 5-year [Paving Management Plan](#). The proposal is as follows:

1. *Pond Hill Road. Full depth reclamation with stone and 2 1/2 inches binder; from 202 intersection to 50 feet before culvert at Little Long Pond. Projected price = \$96,268.00. From a vehicle safety perspective, this is the worst one because of the ongoing deterioration in the S-curve portion. I have had many complaints from motorcyclists that say they almost lost*

control in this area. Note has been taken that at some point this area will get reconfigured somewhat due to the culvert replacement, but that could be a ways off.

2. *Pond Hill Road. From Rachel's Lane to 202A intersection. Full depth reclamation with added stone, and 2 1/2 inches binder. Projected price = \$104,975.00. This is a very high through traffic road that is showing very bad deterioration in a lot of spots especially at the further end.*
3. *Ramsdell lane. From easterly Rt.9 intersection to the top of the Hill at the ECLC entrance. Full depth reclamation adding stone and 2 1/2 inches binder. Projected price = \$143,082.00. This work will follow drainage work by the Highway Department to deal with subterranean water in the area of Thatcher's way. This road gets a lot of traffic going to the library, rec center, and ECLC including a lot of bus traffic. Because of its condition it is difficult to scrape snow off of it well.*
4. *Hall Road from Beauty Hill Road to Route 4. There were 3 bad sections of this road that were reclaimed and binder-coated last year, and everything else in between got crack-filled. The plan is to shim the areas that did not receive binder last year, and then do a 1 1/2 inch overly over the entire length. Projected cost of this is \$607,191.*

*Motion to authorize the 2024 paving scope to be advertised in a request for proposals. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

NEW BUSINESS

Waive Minor Site Plan Review Requirements for Town Projects

6:38pm. Chair Cappiello asked if the Town pays fees to itself for Planning Board requests. TA MacIver explained it does not; however, the Town does require the same process for itself that it would for any applicant otherwise and would still follow any Zoning requirements. Many projects would require minor site plan approvals, such as moving a shed or holding the Summer Concert Series. The Select Board was asked to consider waiving minor site plan approval for Town projects, as this would allow the Town to make such minor changes quickly. This would be allowed pursuant to [RSA 674:54](#).

*Motion to utilize the provisions of RSA 674:54 for municipal land use projects which would be considered for the minor site plan review process by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

SELECT BOARD REPORTS AND CONCERNS

6:44pm.

Selectperson Hardekopf – The most recent ZBA meeting was continued. A resident with prior Planning Board experience has submitted an application for the ZBA. The Housing Master Plan Committee met, and detailed goals were presented. The next meeting is March 6th.

Selectperson Gibson – The Town Lands Committee met on site. The site on Tibbets lane where there was a chemical contamination and the properties behind Liberty Truck were visited. The group considered options for the two Liberty Truck properties. Energy did not have a meeting, and Conservation will provide feedback regarding setbacks.

Vice-Chair Saccoccia – The Recreation TEAM program visited the state house and learned about the impact of voting. School vacation camp is full.

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Chair Cappiello – Planning Board did not meet due to illness. Next Tuesday they'll meet and discuss the Young Road subdivision. The following meeting they will discuss proposed subdivision changes.

Selectperson Hardekopf asked if the Energy Committee and Conservation Commission could meet to discuss solar on those properties behind Liberty Trucks. Selectperson Gibson explained the Energy Committee is prioritizing use of rooftops or already cleared properties rather than clearing trees for the installation of solar arrays.

PUBLIC COMMENT

6:50pm. *Public Comment opened.*

Rick Walker – Fire Chief – Requested the Select Board allow the Public Safety Building Apparatus Bays be used for a Pancake Breakfast sponsored by the Firefighters Association on Saturday March 16, 2024.

*Motion to allow the Pancake Breakfast to be held at the Public Safety Building on Saturday March 16, 2024 by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.***

6:52pm. There were no additional public comments. *Public Comment closed.*

NONPUBLIC SESSION

6:52pm. *Motion to enter nonpublic session for reasons of personnel and land by Vice-Chair Saccoccia, seconded by Chairperson Cappiello. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye. Cappiello – Aye. **The motion passed.***

Present in nonpublic session were Chair Cappiello, Vice-Chair Saccoccia, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle.

Purchase & Sale Update

6:52pm. TA MacIver provided an update on the negotiations and terms of the Purchase and Sale agreement for the proposed Town Center Lot, reviewing the proposed changes. The Select Board discussed how the terms could impact the use of the lot. TA MacIver confirmed the Town's attorney has reviewed the proposed changes and saw no issues.

7:04pm. *Vice-Chair Saccoccia exited the meeting.*

7:07pm. *Vice-Chair Saccoccia returned to the meeting.*

*Motion to utilize and approve the purchase and sale agreement as written by Selectperson Hardekopf, seconded by Vice-Chair Saccoccia. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye. Cappiello – Aye. **The motion passed.***

7:44pm. *TA MacIver and MOA Caudle exited the meeting.*

Staff Review

7:45pm. The Select Board completed TA MacIver's annual review.

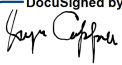

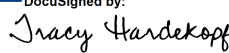
8:08pm. *TA MacIver and MOA Caudle returned to the meeting.*

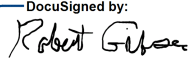
Motion to exit nonpublic session by Chair Cappiello, seconded by Selectperson Hardekopf. Roll Call: Hardekopf – Aye, Gibson – Aye, Saccoccia – Aye. Cappiello – Aye. **The motion passed.**

RETURN TO PUBLIC SESSION AND ADJOURNMENT

8:09pm. Motion to adjourn the February 26, 2024 Select Board Meeting by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. Roll Call Vote: Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Saccoccia – Aye, Cappiello – Aye. **The motion passed.**

Additional information and links to all reviewed documents can be found in the [February 26, 2024 Town Administrator’s Report](#). The next meeting will be held on March 4, 2024.

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Chairperson Joyce Cappiello
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Selectperson D. Mannschreck
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Selectperson T. Hardekopf

Vice-Chair J. Saccoccia
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Selectperson R. Gibson

March 4, 2024
Date Minutes Were Approved