



BARRINGTON, NH SELECT BOARD MINUTES

Monday, May 9, 2022

The Select Board meeting for Monday, May 9, 2022 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 Mannschreck, Vice-Chair Bailey, Selectperson Saccoccia, Selectperson Cappiello, Selectperson Gibson, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle.

CALL TO ORDER AND ROLL CALL ATTENDANCE

6:30pm. Chairperson Mannschreck called the meeting to order and requested attendance. Cappiello – Present, Gibson – Present, Saccoccia – Present, Bailey – Present, Mannschreck – Present.

PLEDGE OF ALLEGIANCE

6:30pm. Chairperson Mannschreck led the Pledge of Allegiance.

AGENDA REVIEW AND APPROVAL

6:31pm. Motion to approve the [Agenda for the May 9, 2022](#) Select Board meeting by Selectperson Gibson, seconded by Vice-Chair Bailey. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye.

PUBLIC COMMENT

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

6:32pm. *Public Comment opened.*

Daniel Ayer – 334 Old Concord Turnpike – Shared his support of the Road Agent’s choice to stay with Advanced Excavation and Paving and provided information regarding previous projects. He also voiced his support for staff to make choices for projects and “lean on” engineers when necessary.

6:34pm. *There were no additional public comments. Public Comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison Report

Members of the School Board were unable to attend the meeting.

Peter Lachapelle – Waste Management

6:35pm. Peter Lachapelle, Waste Management’s Public Sector Representative, gave a presentation showing the current challenges and costs in the solid waste industry at the Select Board’s request. He shared current conditions, current and future costs, concerns, staffing shortages, etc. and how that is affecting the industry. He also shared that some communities have

declined to approve a contract increase, but those increases will be included in future contracts if not now.

Pavement Management Plan Presentation – CMA Engineers

7:00pm. Road Agent Marc Moreau, CMA Engineers Project Manager Josh Bouchard, and Engineer Sam Fortier presented information on the [Pavement Management Report 2022-2027](#), a review of the current conditions and plan for the Town to maintain Roads in Barrington. Staff have access to the [Streetlogix](#) asset management program to review and update data.

Engineer Sam Fortier explained pavement maintenance and repair costs as well as the goals for a Town's roads, and Barrington's current maintenance needs.

TA MacIver explained the funding sources for road maintenance, including the Transportation Fee Capital Reserve, a non-lapsing warrant article, as well as budgeted funds.

Selectperson Saccoccia asked for clarification about what the Street Scan vehicle collected for data in addition to the pavement conditions. Mr. Bouchard clarified that road striping and road signs were also collected.

Selectperson Gibson asked about current costs and price increases. Road Agent Marc Moreau shared prices have increased, and the methods the Town is planning to use to reduce costs. TA MacIver and Mr. Bouchard confirmed the prices are as current as possible and explained where the funds are being spent this year vs. future years and how funding at different levels changes the quality of the roads.

Acquisition of an Access Easement on a Portion of Map 251, Lot 63 per RSA 41:14-a

7:35pm. This Public Hearing is a requirement in RSA 41:14-a, as it is the acquisition of land. The Conservation Commission and Planning Board have reviewed and recommend this be accepted.

A second public hearing is scheduled for May 23, 2022 and the Select Board is expected to vote on June 13, 2022.

PUBLIC COMMENT

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

7:36pm. *Public Comment opened.*

7:37pm. *There were no public comments. Public Comment closed.*

CONSENT AGENDA

7:38pm. Selectperson Bailey requested letters D & F be moved to New Business for discussion.

Motion to approve the Monday, May 9, 2022 Consent Agenda as amended by Vice-Chair Bailey, seconded by Chair Mannschreck. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

A. Meeting Minutes April 25, 2022

*Motion to approve the April 25, 2022 minutes – **Passed on the consent agenda.***

B. Previously Submitted/Signed Requests for Signature

- i. Meeting Minutes for April 11, 2022
- ii. Meeting Minutes for October 25, 2021 – *Previously approved, submitted for signature by three remaining Board members following staff review*

- iii. Accounts Payable Manifest 2022-218
- iv. Payroll Manifest 2022-117
- v. Abatement for Map 15 Lot 1
- vi. Abatement for Map 126 Lot 36
- vii. Abatement for Map 217 Lot 10
- viii. Abatement for Map 241 Lot 39
- ix. Land Use Change Tax for Map 114 Lot 35
- x. Timber Tax for Map 239 Lot 66

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

C. New Requests for Signature

- i. Accounts Payable Manifest 2022-219
- ii. Payroll Manifest 2022-118
- iii. Emergency Operations Plan Notice of Promulgation

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

D. Highway Truck Surcharge Request

*Motion to authorize an additional \$5,800 as a surcharge for the Western Star plow truck cab and chassis, using funds from the Highway Heavy Equipment Capital Reserve (a total appropriation of \$121,349). – **Discussed under New Business.***

E. Financial Close Reporting Policy

*Motion to adopt the Financial Close and Reporting Policy as presented.
– **Passed on the consent agenda.***

F. New Town Hall Furniture

*Motion to authorize purchasing furniture for the new Town Hall from Baystate Office Furniture for \$45,285. – **Discussed under New Business.***

G. 2022 Paving and Striping Bid Award

*Motion to award the 2022 Paving request for proposals to Advanced Excavating and Paving and to appropriate up to \$800,000 to fund the projects: \$600,000 from the 2022 Operating Budget, \$100,000 from the 2022 Non-Lapsing paving warrant article and \$100,000 from the Transportation Fee Capital Reserve Fund. – **Passed on the consent agenda.***

*Motion to award the 2022 Striping request for proposals to Industrial Traffic Lines.
– **Passed on the consent agenda.***

H. 2022 First Half Property Tax Warrant

*Motion to authorize the issuance of the 2022 First Half Property Tax Warrant. – **Passed on the consent agenda.***

APPOINTMENTS

Advisory Budget Committee

7:39pm. John Morris has applied for a full re-appointment to the Advisory Budget Committee, with a term expiring in 2025.

Selectperson Saccoccia motioned to reappoint John Morris to the Advisory Budget Committee with a term expiring in 2025, seconded by Vice-Chair Bailey.

Selectperson Cappiello noted the Selectperson's appointment procedure would have this appointment voted on at the next Select Board meeting. Chair Mannschreck agreed it should be

voted on at the next meeting. Vice-Chair Bailey noted that his appointment will still be valid through the next meeting.

Selectperson Saccoccia declined to withdraw his motion.

Roll Call Vote: Cappiello: No, Gibson: No, Saccoccia: Aye, Bailey: Aye, Mannschreck: No. ***The motion failed.***

This appointment will be voted on at the next Select Board meeting.

Zoning Board of Adjustment

7:43pm. Cheryl Huckins previously served on the Zoning Board and has applied for reappointment. A term expiring in 2023 is proposed. The Select Board briefly discussed Mrs. Huckins' previous appointment to the ZBA.

This appointment will be voted on at the next Select Board meeting.

7:44pm. Andre Laprade has requested appointment to the Zoning Board of Adjustment. An alternate appointment with a term expiring in 2023 is proposed.

This appointment will be voted on at the next Select Board meeting.

Selectperson Saccoccia asked the applicant to sign his application.

STAFF REPORTS

May Work Anniversaries

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

| | | |
|-------------------|----------------------------|----------|
| Donald Millette | Firefighter | 24 Years |
| Kimberly Kerekes | Town Clerk | 22 Years |
| Antonio Maggio | EMS Chief | 20 Years |
| Wendy Rowe | Assistant Library Director | 18 Years |
| Matthew Parker | Firefighter/EMT | 9 Years |
| Ben Watson | Evening/Weekend Supervisor | 7 Years |
| Charles Kilgour | Transfer Station Attendant | 4 Years |
| Richard Wentworth | Transfer Station Attendant | 4 Years |
| Joseph Spinney | Firefighter | 4 Years |
| Regina Lytle | Town Clerk Assistant | 3 Years |
| Joseph Clark | Transfer Station Attendant | 1 Year |

Formal Strategic Planning Session

7:46pm. The consultant is not available on the previously selected date but is available July 25th. The Select Board did not object to the date change.

Limited Reuse Soils

7:47pm. Town Administrator MacIver explained what limited reuse soils are, and the challenges they bring forth. The Town asked CMA Engineers to look into options for these soils, and prepared a [memo](#) regarding the stockpile currently stored at the Highway Department. There is no action needed by the Select Board at this time.

American Legion Memorial Day Parade

7:53pm. The parade is at 6pm, not 9am. The American Legion asked if the Select Board is willing and/or able to participate in the Parade. If so, they should let MOA Caudle know so she can put them in touch with the American Legion.

Barrington Tricentennial Parade

7:54pm. The Select Board has also been invited to participate in the Tricentennial Parade on July 23, 2022 at 1pm and previously expressed their interest in attending.

Cellular Connectivity at Public Safety Building

7:54pm. After two independent reviews of the Public Safety Building, the conclusion is that there is not enough cellular connection at the Public Safety Building to amplify and improve. The Town is looking forward to an additional cellular tower being built in the Town, which has been approved but has experienced delays. At the request of the Select Board, Town Planner Vanessa Price will reach out to the developer for an update and to encourage the project to move forward.

Municipal Office Administrator Caudle

7:56pm. MOA Caudle requested additional signatures for:

- Timber Intent for Map 238 Lot 8
- First Half Property Tax Warrant

OLD BUSINESS**Updated Salary Market Analysis Study**

7:57pm. Motion to authorize the MRI Updated Salary Market Analysis Study as proposed using the Payroll Administration Contracts budget line and to authorize the Town Administrator to sign by Vice-Chair Bailey, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

Homestead Development Town Lands Recommendations

7:59pm. The Town Lands Committee has been meeting since 2021 to develop recommendations regarding “The Homestead” which were tax-deeded several years ago and have [suggested three options](#). The voters supported authorizing the Select Board to sell the property as reasonable and necessary in March, 2022.

Motion to prepare the Homestead development to go to auction with the restrictions as recommended by the Town Lands Committee by Selectperson Cappiello, seconded by Selectperson Gibson. Roll Call Vote: Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

NEW BUSINESS**Fire Department Staffing**

8:09pm. Fire Chief Rick Walker had provided the Select Board with a [Proposal to Hire an Additional FF-EMT in FY 2022](#), and shared current staffing issues in the firefighting field, as well as the need for Barrington to move to a 24-hour staffing rotation in order to both retain and attract staff.

The cost would not increase the 2022 budget due to an employee currently being deployed. Onboarding a new employee would be expected in July.

Motion to approve the hiring of a new full-time Firefighter-EMT by Vice-Chair Bailey, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

Highway Truck Surcharge Request

8:22pm. Vice-Chair Bailey asked if we didn't approve the additional surcharge, what would happen? TA MacIver explained the truck would go to the next person in line.

Motion to authorize an additional \$5,800 as a surcharge for the Western Star plow truck cab and chassis, using funds from the Highway Heavy Equipment Capital Reserve (a total appropriation of \$121,349) by Vice-Chair Bailey, seconded by Selectperson Gibson. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

New Town Hall Furniture

8:23pm. Vice-Chair Bailey asked what account the furniture will be pulled from. TA MacIver shared it would be designated to specific lines in a purchase order.

Motion to authorize purchasing furniture for the new Town Hall from Baystate Office Furniture for \$45,285 by Vice-Chair Bailey, seconded by Chair Mannschreck. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

Barrington 300th Anniversary

8:24pm. Fire Chief Walker requested the [300th anniversary proclamation](#) not be read until tomorrow. The Board briefly discussed the 300th anniversary celebration planned for May 10.

Motion to approve all three proclamations and adopt May 10, 2022 as “Barrington Day” by Vice-Chair Bailey, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. *The motion passed.*

National EMS Week Proclamation

8:28pm. Chairperson Mannschreck read the [2022 EMS Week proclamation](#).

National Public Works Week Proclamation.

8:30pm. Chairperson Mannschreck read the [2022 Public Works Week proclamation](#).

SELECT PERSON REPORTS AND CONCERNS

8:33pm.

Selectperson Cappiello – The Planning Board completed subdivision and site review regulations, and they will go to public hearing at the next meeting. A lot line adjustment was approved, and the Bumford Rd application was reviewed. Two applications were continued at the request of the applicants.

Selectperson Gibson – The Conservation Commission spoke about the Ayers Lake boat launch and clarifying criteria for declaring land special places for the Master Plan. They also reviewed the lot line adjustment and Bumford Road easement.

Selectperson Saccoccia – The annual fishing derby at the Christmas Dove is this weekend.

Vice-Chair Bailey – Zoning Board of Adjustment meeting was postponed due to the applicant requesting a continuance, and the Library meeting is the third Tuesday of the month.

Chairperson Mannschreck – The School Board hired a third-party company for custodial work. New members have been introduced to the Transfer Station Committee. The Transfer Station netted more than \$300 for the first shipment, and \$500 for the second. CMA and Gilford Public Works reviewed the Town's Transfer Station and made recommendations on changes to the flow to improve congestion at the Transfer Station. Transfer Station Administrator Erin Paradis stated the Transfer station can team up with the library and combine efforts for bottlecap collection.

PUBLIC COMMENT

8:39pm. *Public Comment opened.*

Rick Walker – *Fire Chief* – Spoke on behalf of the Tricentennial Committee, their excitement for tomorrow's events and the plan for the events as well as upcoming events. June 11th will be History Day, and the pole permit was approved for the banners in Town.

James Saccoccia – *James Henry Drive* – Asked about individuals on Private Roads reaching out to Advanced Paving to conduct paving on their behalf as well. TA MacIver shared that in the past that had been done, however, it was problematic due to Select Board members having been recipients of the paving. He will have to review the contract as to whether it is allowed.

8:43pm. *There were no additional public comments. Public comment closed.*

NONPUBLIC SESSION

8:44pm. Motion to enter non-public session pursuant to RSA 91-A:3, II for the purpose of legal by Vice-Chair Bailey, seconded by Chairperson Mannschreck. Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

8:48pm. ***Selectperson Saccoccia exited the meeting prior to this portion of non-public session.***

8:49pm. The Select Board reviewed the nonpublic meeting minutes for April 11, 2022 and agreed to vote on unsealing the meeting minutes after returning to public session.

Exit Non-Public Session


9:06pm. Motion to exit non-public session by Vice-Chair Bailey, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

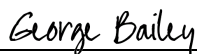
RETURN TO PUBLIC SESSION AND ADJOURNMENT

10:39pm. Motion to unseal the non-public portion of the April 11, 2022 minutes that pertain to 2A Tactical by Selectperson Cappiello, seconded by Vice-Chair Bailey. Cappiello – Aye, Gibson – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

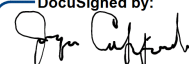
Motion to adjourn the May 9, 2022 Select Board meeting by Selectperson Gibson, seconded by Selectperson Cappiello. Cappiello – Aye, Gibson – Aye, Bailey – Aye, Mannschreck – Aye. ***The motion passed.***

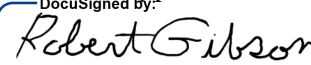
Links to all reviewed documents can be found in the [May 9, 2022 Town Administrator's Report](#).

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Chairperson D. Mannschreck

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Vice-Chair G. Bailey

Selectperson J. Saccoccia

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Selectperson J. Cappiello

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Selectperson R. Gibson

May 23, 2022
Date Minutes Were Approved