

SELECTMEN'S MINUTES  
JULY 10, 2017

The Selectmen's meeting for Monday, July 10, 2017 started at 6:30 p.m. Present were Selectman Ayer, Selectman Bailey, Selectman Hatch, Selectman Knapp, Chairman O'Brien, Administrator Scruton and Clerk McNeil.

Chairman O'Brien welcomed everyone and led in the Pledge of Allegiance.

**APPOINTMENTS**

Legal Services RFP – Eight requests for proposals were received from the following: Boutin Altieri, Drummond Woodsum, Hoefle, Phoenix, Gormley & Roberts, Jackson Lewis, Mitchell Municipal Group, Soule, Leslie & Kidder, Wadleigh, Starr and Peters and Wensley and Jones. Chairman O'Brien opened the bids. Administrator Scruton stated that the Board needs a plan for how to review and make recommendations. There are likely to be three types: general municipal services, HR, labor relations and negotiations for collective bargaining agreement and for both services combined. Administrator Scruton will review and prepare a spreadsheet comparing the various companies.

Backhoe Bids – The bids were previously opened and were to be reviewed by Peter Cook. Two companies placed bids. Peter Cook talked with three companies and Caterpillar stated that their price would be too high and would not be submitting a bid. Selectman Ayer and Administrator Scruton contacted a salesman from Caterpillar and noted that they would have been interested in bidding. Peter Cook had a letter from Nortrax and Beaugard stating that the bid information was sufficient to put in a bid and one from Milton Cat that they would be interested in bidding if it were rebid. Chairman O'Brien noted the he was good with the two bids that were received. Mr. Cook will be ready to make a recommendation on which machine for the next Selectmen's meeting. Administrator Scruton noted that the town went through the bid process and Caterpillar did not want to bid. Selectman Knapp noted that the town followed the policy; however, he would like to see more companies bid. The consensus of the Board was the town won't go out to rebid the backhoe.

**PUBLIC COMMENTS**

Matthew Towne, a resident at 36 Stillwater Way, was present representing Ayers Lake Community Assoc. along with Jim Cavanaugh and James Higginbottom. The Association is concerned with the use of a "boat launch" on Daniel Cater Road by Camp Fireside. The lake water is tested every year for Asian milfoil and for invasive species. They want to keep large boats off of the lake to avoid milfoil coming into the lake from other lakes. The road where the "launch" is located is narrow and can get congested. People launch jet skis and large pontoon boats. They would like to restrict the size of the boats entering in this area to one man roof top boats or boats with a 4' beam or less. They would like to put boulders at the opening to eliminate large boats entering the lake. They want the town to restrict large boat access. They

showed pictures of the area on a busy day. Chairman O'Brien noted that there is also a beach there so not all of the vehicles in the pictures are launching boats. The town owns the land because it is in the town's right-of-way. Daniel Cater Road is posted "no parking" on one side of the road. Selectman Hatch noted that she has owned property on that road for many years and fishermen have used that access for many years. Part of the Camp Fireside fence is actually in the town's right-of-way. The Swains Lake boat access was taken over by the state. At Ayers Lake Campground, a private boat launch, boats are checked before they are launched. John Cavanaugh stated that milfoil also enters the lake from the axel of the trailers. Matt Carpenter, a Barrington resident who works at Fish and Game, stated that milfoil is manageable but not desirable. He further stated that there are town launch sites that have parking restrictions and use for town residents only. He feels the focus should be that those boats are not the appropriate size for the launch or the lake. The Board agreed to take a look and make a decision at the next meeting.

Steve Saunders thanked the Board for putting out the agenda and listing articles for discussion under Staff Report.

REVIEW OF MINUTES – June 26, 2017 - Chairman O'Brien moved to accept the minutes as amended, seconded by Selectman Hatch. Selectman Bailey abstained from the vote as he was unable to attend that meeting. The motion passes.

#### STAFF REPORT

##### Administrator Scruton

1. Due to money being saved in the paving line, Waterhouse Road and Hillside Drive were added to the list of paving. The State will be forwarding additional funds to be used for new highway projects. The Board decided to wait to find out how much money the town will receive before discussing a project. Selectman Ayer noted that he found discrepancy in tonnage for Tolend Road. He would recommend grinding the road as it is a heavily travelled road. Peter Cook feels that there is no need to grind the road as they are only working on approximately the first 800'.
2. The Conservation Commission is requesting that the Town donate three pieces of property that is surrounded by the proposed Stonehouse Forest to Southeast Land Trust. The town took these properties for non-payment of property taxes. The parcels are all within the proposed easement boundary. It is 26 acres total. The town would like to keep the town forest on Swain Road in their possession. The Board would like to retain the properties at this point. Pam Failing stated that these are landlocked parcels that no one has access to.
3. A memo was received from John Wallace and the Conservation Commission regarding concerns that the Board of Selectmen has regarding parking and conditions of town owned conservation land. Selectman Knapp spoke on a discussion he had with a resident regarding parking by the Goodwill conservation property. The Board of Selectmen would like the Conservation Commission to think about parking and maintaince before more land is acquired. Pam Failing stated that the Con. Comm. is looking into the Board's concerns. If residents have concerns, she asked people to make

the Conservation Comm. aware of these concerns. The Board asked how the Conservation Commission was coming with the dam plan for the Goodwill property. Ms. Failing stated that a hydraulic study is in the process of being prepared. The NHDOT has looked at the entrance of the Goodwill property and have given a recommendation for a parking area. On the A Harlan Calef Reserve that has been a problem and they are currently working on a second parking area. Matt Carpenter had concerns regarding paying for easement monitoring when there was \$1 in the budget for the monitoring. The Board wants the Con. Commission to pay through their receipt of the Land Use Change Tax. Mr. Carpenter feels that a lot of money is needed to continue monitoring the correct way and funding needs should not be cut.

4. Chairman O'Brien moved to sign the "Communication Services Memorandum of Agreement between The Town of Barrington and The UNH Police Department Communications Center for dispatch services, seconded by Selectman Bailey. It was unanimously voted in the affirmative.
5. Selectman Hatch moved to support the 15% increase in ambulance bill rates recommended by the Fire Chief effective immediately, seconded by Selectman Ayer. It was unanimously voted in the affirmative.
6. Selectman Ayer moved to appoint Steve Saunders Deputy Treasurer as recommended by Treasurer, Peter Royce, seconded by Selectman Hatch. Selectman Bailey abstained from the vote. The motion passes.
7. Corcoran Consulting Associates has informed the Board that a partial/statistical update to assessed values needs to be performed during the 2017 tax year or 2018. The market activity has been on the increase and the town median value is below the State standard of 90%. Administrator Scruton recommends that the town proceed to do the update this year rather than a larger adjustment in 2018. The money would come from the incident fund. Selectman Knapp moved to proceed with the update to bring values to 100% this year to stay on track, seconded by Chairman O'Brien. Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – nay, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes.
8. The town was in the process of moving forward with installation of a water treatment system at the public safety building. Retesting for mineral and arsenic levels was recently completed as the height of the water table has changed. The new testing shows an increase in arsenic levels and the system now requires additional treatment at an additional cost of \$2,000. Selectman Knapp moved to go out again for new quotes with the correct system, seconded by Chairman O'Brien. It was unanimously voted. Three quotes had previously been received.
9. Selectman Bailey would like to amend the current Noise Ordinance to allow fireworks from July 1<sup>st</sup> – July 4<sup>th</sup> instead of just July 4<sup>th</sup>. Chairman O'Brien has a question as to who is going to enforce this ordinance. Selectman Hatch moved to allow fireworks to be displayed from July 1<sup>st</sup> – July 6<sup>th</sup> and to add #10 "The Town Administrator may delegate to the Police Chief", seconded by Selectman Bailey. It was unanimously voted in the affirmative.

10. Selectman Hatch moved to reappoint Marcia Gasses to the Strafford Metropolitan Planning Organization as Policy Committee and Technical Advisory Committee, seconded by Selectman Knapp. It was unanimously voted in the affirmative.
11. Administrator Scruton presented his proposed combination of departments for the upcoming budget schedule. The 2018 budgets will need to be submitted in September and presented to the Board starting in October. Police and Fire will be moved to different nights.
12. The construction administration contract for the Young Road culvert project did not have materials testing included. This will be a change order of around \$2,000. Selectman Bailey moved to have the materials tested and have it done within the current HTA Contract Administrator Budget, seconded by Selectman Ayer. It was unanimously voted in the affirmative. There will be some blasting at the site at some point this weekend the Board will be notified.

Clerk McNeil

Clerk McNeil requested signatures on the following: Intent to Cut for Gary Crepeau was signed at the office, abatements #16 & #18, a Timber Tax Warrant in the amount of \$16,892.49, payroll manifests dated 06/25/2017 and 07/02/2017, vendor manifest dated 7/05/2017 and 06/27/2017, a Land Use Change Tax Warrant in the amount of \$24,800, supplemental warrants for property taxes in the amount of \$7,200.12, and the appointment of Steve Saunders as Deputy Town Treasurer.

#### OLD BUSINESS

Personnel Policy Review – Pages 27 – 55. Selectman Hatch suggested a meeting where discussion of the Personnel Policy is the only item on the agenda. Selectman Bailey suggested that Selectman Knapp work with Administrator Scruton on the Personnel Policy and bring in suggestions

Selectman Ayer feels that projects and issues that the Board hasn't finished should be carried under Old Business

#### NEW BUSINESS

Selectman Bailey asked about the insurance company report for the playground and asked for an update on their progress of fixing several concerns.

Peter Cook noted that he will be ordering salt shortly. The vendor selected by sealed bid in a prior year for sand will hold the same rate as prior years. Selectman Ayer moved to support the purchase of winter sand for the previously selected vendor and not go out to bid this year, seconded by Selectman Bailey. It was unanimously voted in the affirmative. Mr. Cook also noted that he neglected to notify Dial Transportation, who transports summer school students, of the closing on Young Road. It was suggested that the buses pick up children at the boat launch where there is also room for the buses to turn around.

Selectman Bailey asked about the credit card policy and suggested that it be included in the Personnel Policy.

#### SELECTMEN'S REPORT

Selectman Ayer recently attended a Conservation Commission meeting where they are working on management. They are also working with NHDOT for a driveway and parking area on the Goodwill Easement.

Selectman Hatch will attend the Recreation Commission meeting next week.

Selectman Knapp noted that there haven't been any School Board Meetings to attend.

Chairman O'Brien stated that the next Planning Board meeting is Tuesday night.

#### PUBLIC COMMENTS

Sam Boduch asked about the department head budget schedule with the Board. The schedule will be available the end of August.

Selectman O'Brien moved to go into non-public session at 8:38 p.m. per RSA 91-A: 3ii (a, e) for legal and personnel, seconded by Selectman Knapp. Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Knapp – aye, O'Brien – aye. It was unanimously voted in the affirmative.

Selectman Bailey moved to come out of non-public session at 9:10 p.m., seconded by Selectman Ayer. Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Knapp – aye, O'Brien. It was unanimously voted in the affirmative.

Selectman Ayer moved to seal the minutes indefinitely as it could adversely affect the reputation of a person no a member of the Board (RSA 92-A:3, iii), seconded by Selectman Bailey. Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Knapp – aye, O'Brien – aye. It was unanimously voted in the affirmative.

The meeting adjourned at 9:11 p.m.