



BARRINGTON, NH SELECT BOARD MINUTES  
MONDAY, JULY 22<sup>nd</sup>, 2019

The Select Board meeting for Monday, July 22<sup>nd</sup>, 2019 started at 6:30 p.m. Present were Selectperson Ayer, Selectperson Bailey, Selectperson Hatch, Selectperson Hardekopf, Administrator MacIver, and Municipal Office Administrator Tiffany Caudle. Chairperson Knapp joined the table at 6:31pm.

Vice-Chairperson Hardekopf welcomed all in attendance, led the Pledge of Allegiance, and requested all silence their cell phones.

**PUBLIC HEARINGS**

**Private/Class VI Road Building Permit 28 Carr Drive**

Selectperson Hardekopf opened the public hearing at 6:31pm on issuance of a building permit at 28 Carr Drive, a private road, for Peter Royce, Map 222, Lot 8. The request is for a permit to build a one-story home with a cellar and attached garage.

Selectperson Bailey motioned to accept the building permit request, with requirement the owner fulfil the recommendations set forth by the acting Road Agent, Rick Walker prior to issuance of Certificate of Occupancy. Seconded by Selectperson Hatch. Ayer - aye, Bailey - Aye, Hatch - Aye, Hardekopf – Aye, Knapp – Aye. Motion Passed.

Public hearing closed at 6:33pm.

**Private/Class VI Road Building Permit 144 Long Shores Drive**

Public hearing opened at 6:34pm on issuance of building permit at 144 Long Shores Drive, a private road, for Peter Shaw, Map 101, lot 53. The request is to build an accessory dwelling.

Selectperson Hardekopf motioned to accept the building permit request, with requirement the owner fulfil the recommendations set forth by the acting Road

Agent, Rick Walker prior to issuance of Certificate of Occupancy. The motion was seconded by Chairperson Knapp. Ayer - aye, Bailey - Aye, Hatch - Aye, Hardekopf – Aye, Knapp – Aye. Motion Passed.

Public hearing closed at 6:36pm.

### **APPOINTMENTS**

There were no Appointments.

### **REVIEW OF MINUTES**

July 8, 2019 – Selectperson Bailey moved to accept the minutes as written, seconded by Selectperson Hatch. Ayer - aye, Bailey - Aye, Hatch - Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **PUBLIC COMMENTS**

Peter Royce of 31 Carr Drive – Peter brought forth concerns regarding discrepancies on assessment policies.

A discussion followed of assessment process and standards, previously resolved discrepancies and the process for resolution, how some lots are compared and assessed with one another, and the assessor’s responsibility to achieve fair market value.

There were no further public comments.

### **OLD BUSINESS**

#### **Panish Pledge Agreement**

This is part of the ongoing Goodwill Conservation Area expansion and has been recommended by the Conservation Commission. This property includes 20 acres abutting Ross Road which will be used for a public parking area and trail access to the Goodwill Conservation Area. This Pledge Agreement is the first step of the process, with an intent to conclude with an easement by the end of this calendar year.

Selectperson Ayer motioned to approve the agreement, seconded by Selectperson Hardekopf. Ayer - aye, Bailey - Aye, Hatch - Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **Haley Purchase and Sale**

This is a purchase and sale agreement for 95.2 acres as part of the ongoing Goodwill Conservation Area expansion. This has been reviewed by all current owners of the property. The Southeast Land Trust will, should this agreement be signed tonight, begin a survey with the intent to finish by the end of the year.

Selectperson Ayer motioned to approve signing the agreement, seconded by Selectperson Hardekopf. Ayer - aye, Bailey - Aye, Hatch - Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **NEW BUSINESS**

#### **Returned Check Policy**

On December 3, 2018, the Select Board approved the Returned Check Policy. The purpose of this is to decrease the instance of individuals repeatedly depositing bad checks. The Board was asked to consider amending the Returned Check Policy as proposed by staff, following a six-month review and requests by individuals to be removed from the list. Changes include:

- a process to be removed from the “No-Check” list
- adding an individual to the list after second offense, as opposed to third
- after first returned check, individual will not be able to cover that check with a second check

Selectperson Hardekopf asked if the Town allows for redeposit? There are situations where deposits to bank accounts are delayed. Administrator MacIver will review the process. Selectperson Bailey asks if there is any way to verify if a deposit did not clear. Per Administrator MacIver, the Town is only notified if a check clears or does not, but he will also clarify if a check is eligible to be redeposited. Selectperson Hardekopf raised a concern regarding a lack of a timeline. Administrator MacIver explained due to the timeframe of checks, sometimes individuals only deposit two checks per year, a timeline was not deemed appropriate. Peter Royce, Town Treasurer spoke in regards to the policy and instances of individuals writing checks to cover bounced checks. Mr. Royce spoke to accepting the appeal to finance department on a case by case basis after two invalid checks. Selectperson Hardekopf feels that there should be more leniency in certain situations. Per Mr. Royce, often people will call town clerk/tax collector and let us know their bank has contacted us, they'd like to make

amends. This is a procedure for the Town to attempt to collect, a first offense does not exclude individuals from using checks.

Selectperson Hardekopf requested an amendment to section 3, last line to add “written” to petition. Selectperson Hardekopf motioned to accept the policy with proposed amendment, Selectperson Knapp seconded. Ayer - aye, Bailey - Aye, Hatch - Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **Waive Exemption Deadline – Solar**

Barrington is currently going through 5 year assessing process as required by the Department of Revenue Administration (DRA). Prior to this year solar didn't add any value to property, as assessors did not have reliable data to assess added value. This cycle is the first cycle with useful data. Assessors will be assigning a \$5000 value to every solar array, regardless of variables. The exemption has previously been adopted and approved for \$5000. The deadline was April 1<sup>st</sup> for tax year 2019. The Board was asked to waive the exemption deadline due to the hardship created by changing the practice. This would allow the Town to deliver letters and exemption request forms to property owners with solar equipment and without an exemption. The Assessor and Town Administrator support this waiver. Some communities have exemptions with other standards, such as differently valued solar equipment; the exemption is worded to exempt the total added value rather than a set amount. Accepting the extension of this exemption would allow use of current standard in Barrington rather than a new system. Selectperson Ayer would prefer to not add value, as people are not typically making money on their systems. Selectperson Hardekopf stated that the majority of municipalities exempt 100% of assessed value, but Barrington can't implement this practice without a Town vote. Selectperson Hardekopf would like to consider in next year's warrant articles adding 100% of assessed value for solar up for a Town vote. The DRA discourages municipalities from adding value that they know will be exempted due to data they use for various reporting.

A letter explaining the change along with a copy of the exemption request form will be sent to every property owner who does not currently have an exemption and is known to have solar installed on their property.

Selectperson Hardekopf motioned to extend acceptance of Solar exemption requests no later than 12/31/19. Seconded by Chairperson Knapp. Ayer – Aye, Bailey – Aye, Hatch – Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **UNH Dispatch Contract – Fire/EMS**

The Board was asked to consider the approval of the UNH Dispatch Contract, an annual contract for UNH to provide Fire/EMS dispatch. Fire Chief Rick Walker stated the Town's cost is anticipated to decrease slightly in the future, based on call volume. The contract price for 2019-2020 is \$12,375, unchanged from the previous contract.

Selectperson Ayer motioned to accept and approve the contract. Selectperson Hardekopf seconded. Ayer – Aye, Bailey – Aye, Hatch – Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **2019 Tax-Deeding**

As of July 17, 2019, there are 46 properties which meet the requirements to be tax-deeded on August 29<sup>th</sup>, 2019. The Board is required to act at the August 26<sup>th</sup> Select Board Meeting to tax-deed or authorize a tax-deed waiver for all properties with an unpaid balance. In addition to a recommendation from the Tax Office and Building Inspector, what information does the Board request in order to make the necessary decisions on August 26th?

Selectperson Ayer asked if the Town Lands Committee can review and make comments? Administrator MacIver stated that information can be made available at any time. The practice in Barrington is for property to be held for 3 years due to the rights of previous owners. Selectperson Hardekopf would like to know what exemptions or credits have been applied to the property previously. Selectperson Bailey requested current payments for past 5 years on each property.

### **Extension of Lease at 333 Calef Highway -**

The lease for the Town Offices at 333 Calef Highway expires August 1, 2019. The owners of the building, 125 Holdings, LLC, have agreed to a one-year extension at the same price and under the same terms as the original lease. The Board was asked to consider approving the lease extension and authorizing the Town Administrator to sign.

Selectperson Ayer raised a concern about terms in the agreement. Administrator MacIver explained the terms are unchanged.

Selectperson Hardekopf motioned to approve the lease extension and to authorize the Town Administrator to sign it. Selectperson Hatch seconded. Roll call - Ayer – Aye, Bailey – Aye, Hatch – Aye, Hardekopf – Aye, Knapp – Aye. The motion passed.

### **Goals for 2020 Budget Process**

The Advisory Budget Committee (ABC) asked the Board to share any general goals for the 2020 budget process.

Selectperson Hardekopf requested that if there is a deviation (increase or decrease) from the expectation in a line item of greater than 10%, departments explain the reason for the deviation ahead of the presentation so the Board is able to prepare questions. Administrator MacIver invited any questions from the information shared be directed to him so he can prepare the Department Head prior to their respective presentation. Selectperson Bailey would like to see a quicker turnaround in paperwork, with each finished department paperwork submitted to the Select Board upon completion. The ABC attended the previous meetings, which allowed them to also ask questions at the same time and saved time. Mr. Royce shared that the ABC would like to see some explanation as to what a final number for budget items will be by the end of each year. Some departments spend differently at different parts of the year, a short explanation would be beneficial, also a request for feedback from the Select Board as the budget process proceeds, including both the positives and negatives.

### **Road Naming Authorization – E911**

The new road being built from Route 125 leading to the Christmas Dove property is nearing completion and will need a road name prior to the road being opened. Due to time constraints, the Select Board has been asked to allow the E911 Committee to approve the road name without a separate action of the Select Board if the chosen name is not on the pre-approved road name list. Selectperson Fire Chief Rick Walker explained that there is an advisory committee of five Town employees who have been selected for the E911 Committee. The committee is tasked to assess whether there is a conflict with potential road name, and the Select Board has the final decision regarding road name approval. He added that

the new road is designed to continue if in the future the area behind the Christmas Dove is developed. Christmas Lane will be rerouted, instead of beginning at Franklin Pierce Highway/Route 9, it will begin from the new, unnamed road.

Selectperson Hardekopf motioned to authorize the E911 Committee to approve road name with the understanding that the new road not be named “Main (Street, Lane, etc.)” nor “Town Center (Road, Lane, etc.)”. Motion seconded by Chairperson Knapp. Roll call vote – Ayer – Aye, Bailey – Aye, Hatch – Aye, Hardekopf – Aye, Knapp – Aye. Motion passed.

### **School Board Joint Board Meeting**

The Barrington School Board was invited to the 2019 All Boards Meeting. The School Board has proposed a Joint Board meeting with just the School Board and Select Board, or alternatively a meeting with the School Board Chair, Select Board Chair, Superintendent, and Town Administrator. The Town Administrator supports either option and has asked the Select Board to consider their request. No reason has been cited as to why the School Board is unable to attend the August 12<sup>th</sup> meeting. Selectperson Hatch suggested the Select Board meet in full. Administrator MacIver will work to schedule a joint meeting of the Select and School Boards. Administrator MacIver proposed a meeting on August 27<sup>th</sup>, which would be treated as a separate meeting, in addition to the regular Select Board meeting on August 26<sup>th</sup>. Selectperson Hardekopf requested an agenda before agreeing to a separate meeting. Chairperson Knapp and Administrator MacIver will work with the School Board to create an agenda. The meeting is not to exceed one hour and will be publicized.

### **STAFF REPORT**

In regards to the All Boards Meeting, Administrator MacIver has requested the Select Board review the budget as presented through Friday, July 19<sup>th</sup> 2019, and submit any questions to him within the next week.

Adam Schlager has started in Library Technology position. Wife is library director in Stratham, so he brings insight, exposure, and enthusiasm to the work. The Library and Town are excited to have him. Selectperson Knapp asked if there is any interest in their utilizing Rockport for Technology assistance, which they have declined.

Clerk Caudle requested signatures for the following:

- Payroll Manifest dated 7/18/19
- Accounts Payable Manifest 2019-58 dated 7/18/19
- State DRA-PA28 Request Form
- Two Land Use Tax Warrants
- A right-of-way warranty deed for Wildcat Road
- Panish Pledge Agreement

### **SELECTPERSON'S REPORT AND CONCERNS**

Selectperson Ayer attended the recent Conservation Commission meeting, where they reviewed contract on Goodwill Parking. Saturday attended the Town Lands Committee meeting, where they went for a walk.

Selectperson Bailey was unable to attend the most recent Library Trustee's meeting.

Selectperson Hatch reported the Zoning Board of Adjustment meeting was cancelled.

Selectperson Hardekopf attended the Recreation Department meeting; they are updating the Building Blocks spreadsheet and voted alternate Dale Sylvia onto the Board as a full member. There are three open positions in Recreation Department.

Chairperson Knapp was unable to attend the Town Hall Building Committee, so requested that Mr. Casey O'Brien, Town Hall Building Committee Chairperson, speak to the meeting events. The Committee reviewed how the city of Keene wrote their Request for Qualification (RFQ) when looking to build a new Fire Station. The Committee would like to utilize their method in the Town's request as well. The next Town Hall Building Committee meeting is Wednesday morning July 24<sup>th</sup>, where they plan to attempt to merge all suggestions into a potential proposal.

At the Planning Board's most recent meeting, the two private road building agreements that went before the Select Board tonight were reviewed, and there



was a discussion regarding developments and poles to be placed on one side of Meetinghouse Road.

The Technology Committee will next be meeting on August 5<sup>th</sup>; Chairperson Knapp will be unable to attend. The Police Department will present the information they've compiled regarding use of bodycams at that meeting. Selectperson Hardekopf requested information regarding any change of liability insurance cost with use of that equipment be included.

Selectperson Hardekopf noted that in reviewing July's work anniversaries, there is an average of 10.5 years. Summer camp is half way through, and all paving is complete, with only some line striping to be completed.

### **PUBLIC COMMENTS**

Patricia Gingrich of 32 Peabody Way shared the Library Committee is working to raise money and bring out the vote to approve a new Town library, they are very close to their \$500,000 goal. She also questioned details of the Solar Panel exemption, clarifying that the exemption will prevent an increase in the tax rate due to the added value, and that the exemption will carry over each year.

Administrator MacIver clarified that once the exemption is on file, it carries over, and the Select Board will be looking at how the Town approaches the exemption, which may be chosen by Town vote in the future. If a home is sold, does the exemption move with the transfer? Administrator MacIver explained there are various factors considered when valuing a home. There is also a frost heave on Beauty Hill Road, is that going to be addressed? Chairperson Knapp explained it has been discussed, some major work needs to be done on that road.

Administrator MacIver and Selectperson Ayer explained Beauty Hill is under consideration for repair next year, it was included in a list of road repairs that was presented to the Select Board at a recent meeting. Per Administrator MacIver, the State has selected the intersection of concern for a safety study.

Chairperson Knapp mentioned the picture at Four Corners intersection and asked if the Town Library is currently inaccessible? Ms. Gingrich stated that the Library is not fully accessible, the bookcases are not at an appropriate height; this issue would be remedied in a new Library. She then spoke to the Library being a source for connecting members of the community. Selectperson Ayer asked if a sign permit is needed for the signs at the intersection of Route 9 and Route 125?

Building Inspector Huckins stated the Town is unable to provide a permit, as it is not the Town's jurisdiction. The New Hampshire Department of Transportation, District 6 should be contacted, Administrator MacIver offered to assist in the process of obtaining permission.

Inspector Huckins shared that the State of New Hampshire has Barrington listed as exempt from solar, wind and wood. He clarified this solar assessment will raise taxes as previously the \$5000 exemption was an incentive to lower taxes, not intended to negate the assessed value. Also, the Governor signed new building standards from 2015 into code effective Sept 15.

Casey O'Brien of 24 Hall Road posed a question about the status of the Town's energy contract with Doug Langdon. Administrator MacIver explained the town is still working with Axcess Energy Group, and is currently under contract.

Selectperson Bailey spoke to the ADA compliance in current Library building vs. the improvement a new Library building would offer.

Selectperson Bailey moved to enter non-public session at 9:16 p.m., per RSA 91-A:3 II for personnel, legal, and reputation, seconded by Selectperson Hardekopf. Ayer – aye, Bailey – aye, Hatch – aye, Hardekopf – aye, Knapp – aye. The motion passed.

Chairperson Knapp motioned to exit non-public session at 9:45 p.m., seconded by Selectperson Hatch. Chairperson Knapp asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Hardekopf – aye, Knapp – aye. The motion passed.

Chairperson Knapp moved to seal non-public minutes indefinitely to avoid adversely affecting the reputation of those discussed. Selectperson Hardekopf seconded. The motion passed.

Chairperson Knapp moved to adjourn, seconded by Selectperson Bailey. The motion passed, meeting adjourned at 9:46p.m.