



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

Town Administrator Report September 23, 2019 Select Board Meeting

1. Agenda

- a. See attached, [September 23, 2019](#)

2. Public Hearings

- a. Public Hearing on the issuance of a building permit on Small Road, a private road, for David and Brenda Chevalier, Map 109, Lot 5 – **Vote**
 - i. See attached, [Private Road Agreement – David and Brenda Chevalier, Map 109 Lot 5](#)

3. Appointments

- a. New Library Trustee Alternate – Matt Katchaluba
 - i. The Library Trustees voted to recommend the appointment of Matt Katchaluba as a Library Trustee Alternate. The Select Board is the appointing authority pursuant to RSA 202-A:10.
 - ii. The Board is asked to consider appointing Matt Katchaluba as a Library Trustee Alternate for a one-year term.
- b. TURBOCAM Development Agreement and Land Sale – **Vote**
 - i. TURBOCAM approached the Town to purchase three lots on Redemption Road in order to expand their business in Barrington. The Town is currently under a development agreement with TURBOCAM for the property on Redemption Road. This existing development agreement facilitated the construction of TURBOCAM's facility on Redemption Road with an assessed value of \$9,863,200.
 - ii. TURBOCAM would like to purchase the three additional lots in order to construct a ~30,000 sq. ft. training and research facility.
 1. See attached, [TURBOCAM Development Plans](#)
 - iii. The development agreement transfers these lots to TURBOCAM for \$88,050 with a development requirement. The updated development agreement would replace the existing agreement.
 1. See attached, [TURBOCAM Development Agreement](#)
 - iv. This project will be required to follow all existing planning and building requirements and processes.
 - v. The Board is asked to consider selling three Town-owned lots to TURBOCAM (or assigned affiliate) pursuant to the attached development agreement.
- c. Budget Presentation – Initial/Executive/ Personnel/Govt. Building/Misc.
 - i. Presented by Conner MacIver, Town Administrator



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

- ii. See attached, [2020 Budget Summary by Function](#)
- iii. See attached, [2020 Proposed Budget – 190916](#)
- iv. See attached, [2020 Operating Budget Wages and Benefits Summary](#)
- v. See attached, [Conner MacIver Budget Cover](#)
- vi. See attached, [Executive Budget Summary](#)
- vii. See attached, [Executive Budget Narrative](#)
- viii. See attached, [General Government Buildings Budget Summary](#)
- ix. See attached, [General Government Buildings Budget Narrative](#)
- x. See attached, [General Assistance Budget Narrative](#)
- xi. See attached, [Miscellaneous Budget Narrative](#)
- xii. All linked budget materials are located within the 2020 Budget Binders presented to the Select Board and Advisory Budget Committee. An electronic copy (PDF) of the 2020 Budget Binder can be found at www.barrington.nh.gov/2020budget. Please use the instructions and Table of contents to better understand the organization of the electronic budget binder.

4. Public Comments

5. Review of Minutes – **Vote**

- a. See attached, [Minutes 09-09-2019](#)

6. Old Business

a. In-House Paramedic Transports Rate Setting – **Vote**

- i. On September 9th, the Select Board approved the In-House Paramedic Transport Policy.
 1. See attached, [In House Paramedic Transport Policy](#)
- ii. The Board asked the Fire Chief to research the average rate of paramedics in the surrounding area. The Board discussed taking the average overtime rate at 2.5 hours to use as the stipend amount. The Fire Chief calculated that stipend to be \$86.45.
 1. See attached, [Pay Range for Area Paramedics](#)
- iii. The Board is asked to set a stipend pursuant to the In-House Paramedic Transport Policy.

b. Low-Bed Trailer Replacement – **Vote**

- i. The Road Agent discussed structural deficiencies with the current low-bed trailer at the September 9th meeting. The Select Board recommended power assisted ramps for the new trailer. The Road Agent and Highway Support Assistant updated their price memo to include those specifications.
 1. See attached, [Low-Bed Trailer Prices – 190918](#)



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

- ii. A question was asked regarding the Town being removed as an executory interest holder. The answer provided explains that since the Town owns the property, it would be redundant to have executory interests/third party rights. The original conservation easement deed included that language because the Town had not, yet, acquired the land and it was important to protect the Town's interest by including that language.
- iii. This Board is asked to review the amendment and consider approving.

8. General Information

- a. Compensation Study
 - i. The Town is under contract with Municipal Resources Incorporated to perform a comprehensive compensation study. The Compensation Study Task Force met with MRI on 9/17 to discuss the project. A staff orientation will be scheduled for early October. The process is expected to be completed by the end of December.
- b. Town Hall Request for Qualifications Responses
 - i. The Town received responses to the Request for Qualifications on Thursday, September 19th. The Town Hall Building Committee will review the submissions and announce finalists on 9/25. Finalists will be scheduled for interviews on 9/30 and 10/1. A firm will be recommended to the Select Board at the October 7th Select Board meeting.
- c. Road Safety Audit – Route 125 and Beauty Hill Road
 - i. The Police Department worked with the NH Department of Transportation for a professional Road Safety Audit (RSA) at the intersection of Route 125 and Beauty Hill Road. The NHDOT RSA program is funded by the federal government with \$10 million per year. This project was selected based on resident concern and crash data. The group participating in the RSA included Town staff, NHDOT staff, Strafford Regional Planning staff, State Police, and consultants. A report will be finalized with recommendations and strategies to improve the intersection. The Town will not be paying for the RSA, it is an NHDOT service.

9. Job Opportunities

- a. Transfer Station Attendant

10. September Work Anniversaries

- a. Amy Inglis • Inter-Library Loan Librarian • 23 Years
- b. Dana Drake • Highway Department Crew • 19 Years
- c. Barbara Irvine • Land Use Administrative Assistant • 16 Years
- d. Deborah Tatham • Recreation Custodian • 11 Years
- e. James Sanger • Transfer Station Attendant • 4 Years



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

- f. Jon-Thomas Harmon • Firefighter/EMT • 2 Years

11. 2019 Select Board Goals

- a. See attached, [Select Board Goals – Approved May 6, 2019](#)
- b. See attached, [Select Board Goal and Budget Analysis – August 12, 2019](#)

12. Upcoming Meetings/Events

- a. September 30th – Select Board Meeting – Recreation Budget
- b. October 7th – Select Board Meeting – Fire/EMS/Ambulance/Cemeteries Budgets
- c. October 21st – Select Board Meeting – Police Budget
- d. October 28th – Select Board Meeting – Library Budget

13. Non-Public Request

- a. Personnel
- b. Reputation