



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

Town Administrator Report January 25, 2021 Select Board Meeting

RSA 91-A Emergency Provisions

- As Chair of the Barrington Select Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the [Governor's Emergency Order #12](#) pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.
- Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:
 - Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:
 - We are utilizing Microsoft Teams for this electronic meeting. All members of the Select Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting.
 - **Phone Participation**
 - Dial [+1 603-664-0240](tel:+16036640240) and enter Conference ID: 676 749 973#
 - **Video Participation** (audio and video recording will be taking place)
 - Click link: bit.ly/BarrSB
 - Providing public notice of the necessary information for accessing the meeting:
 - We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Teams (Phone or Video). Instructions have also been provided on the website of the Town of Barrington at: www.barrington.nh.gov
 - Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:
 - If anybody has a problem, please call (603) 664-0146 or email at: administration@barrington.nh.gov
 - Adjourning the meeting if the public is unable to access the meeting:
 - In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.
- Please note that all votes that are taken during this meeting shall be done by roll call vote.
- Let us start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Remote Meeting Participation

- Teams Video Conference: bit.ly/BarrSB
- Call: [+1 603-664-0240](tel:+16036640240) (one-click link)
 - Conference ID: 676 749 973#



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

1. Agenda

- a. See attached, [Agenda 2021-01-25](#)

2. Appointments

- a. Collin Phillips – Recreation Commission Alternate Member – **Vote**
 - i. See attached, [Collin Phillips – Application for Appointment](#) – Recreation Commission
 - ii. Term to expire March 2023
- b. Douglas Langdon – Recreation Commission Full Member – **Vote**
 - i. Currently an alternate member.
 - ii. Term to expire March 2023

3. Review of Minutes – **Vote**

- a. See attached, [Minutes 2021-01-04](#)
- b. See attached, [Minutes 2021-01-18](#)

4. Old Business

- a. Mallego Engineering – Discussion
 - i. On September 24, 2020, the Select Board authorized the drainage engineering work on Mallego Road. The approval vote included a reference to the Highway Layouts and Reestablishments budget line (01-4312-01-4344). During the budget process, this line was consolidated into the Highway Consultants budget line (01-4311-01-4349). This note is simply to make sure the Board is aware that we intend to expend funds from the Consultants budget line toward this project in 2021 since the Layouts line has been reduced to \$1.
- b. Transfer Station Rules and Regulations Review – Discussion
 - i. At the January 4, 2021 meeting, the Select Board voted to approve the updated [Transfer Station and Recycling Center Rules and Regulations](#). The Select Board asked that the Transfer Station and Recycling Center Review Committee consider the possibility of exceptions to the rule of requiring Transfer Station stickers to be affixed to the passenger side corner of the windshield.
 - ii. See attached, [Transfer Station Sticker Memo](#)
 - iii. A member of the Transfer Station and Recycling Center Review Committee, Bob Lenzi, will be available during the Select Board meeting to present the Committee's recommendation and help answer any questions.



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

- c. 2021 Warrant and Deliberative Session Information – Discussion
 - i. We have published a new webpage this year providing detailed information about the 2021 warrant: www.barrington.nh.gov/2021warrant. This page is in addition to the webpage with detailed information about the 2021 budget: www.barrington.nh.gov/2021budget. We have also highlighted the 20-minute presentation from the budget/warrant hearing: <https://youtu.be/H6dPr00Yde8?t=359>. We encourage all residents to use these resources to prepare themselves for Barrington’s Town Meeting. The first session will be the Deliberative Session on January 30th and the second session will be the Ballot Session on March 9th.
 - ii. The Town Clerk, Moderator and I continue to prepare for Deliberative Session on January 30th. We have prepared an information and frequently asked questions document:
 - iii. See attached, [2021 Deliberative Session Information](#)

- d. Request to Trade Land with Property Owner at 302 Smoke Street – Discussion
 - i. At the October 19, 2020 meeting, the Select Board considered Mr. and Mrs. Flaherty’s original request to purchase a portion of Map 224, Lot 10.
 1. See attached, [Flaherty 302 Smoke Street Proposal 200827](#)
 2. At the time, I shared Mr. Flaherty’s request with the Planning Board, Town Lands Committee, and Conservation Commission for review and recommendation to the Select Board. Please find their feedback below:
 3. Planning Board (October 6, 2020)
 - a. The Board had a brief discussion about the resident’s request and the Board did not support the request.
 - b. A motion was made by J. Jennison and seconded by S. Diamond to send a memo to the Select Board that they do not support this request. Vote 5/0.
 4. Town Lands Committee (September 12, 2020)
 - a. 302 Smoke Street, Adjacent to BYA fields. Owner encroaching on Town property, Owner wants to install an inground pool, offered Town \$2,000 for 1 ac. Recommend to not accept low offer. Town may not want to set a precedent in selling land to parties with special interests. Recommend that the Town may want to contact a lawyer to determine any long-term implications.
 5. Conservation Commission (September 17, 2020)
 - a. Michael Flaherty (302 Smoke Street) would like to purchase one acre of land from the town to extend his side property line set back so that an in-ground pool could be installed behind his house. Doug questioned if there are wetlands on



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

the acre and if there would be a delineation of wetlands and buffer. John suggested a site visit to look at the property, and Doug and John will do a site walk after scheduling a time with Mr. Flaherty. This request of sale can be revisited at the next CC meeting. Dan mentioned that the Lands Committee had reviewed this request and it feels that the \$2,000 amount Mr. Flaherty had offered for the acre was too low an amount.

6. The Select Board did not proceed with the sale of a portion of Map 224, Lot 10.
 - ii. Mr. and Mrs. Flaherty have amended their request and are asking for consideration by the Select Board.
 1. See attached, [Flaherty 302 Smoke Street Proposal – January 2021](#)
 - iii. The Select Board is asked to consider the request to perform a lot line adjustment and trade a portion of Map 224, Lot 10 with Mr. and Mrs. Flaherty.
5. New Business
 - a. Select Board Annual Report – 2020 – **Vote**
 - i. See attached, [Select Board Annual Report – 2020 – DRAFT](#)
 - ii. The Select Board is asked to consider reviewing and approving the draft 2020 report to be included in the annual report.
 - b. Canaan Back Road Nuisance Tree – Scenic Road – **Vote**
 - i. A nuisance tree has been identified on Canaan Back Road which the Road Agent has determined needs to be removed. Canaan Back Road is a scenic road; therefore, the Town must follow the provisions of RSA 231:145.
 - ii. See attached, [259 Canaan Back Road Authorization and Release 210110](#)
 - iii. The Select Board is asked to declare the tree described in the attached letter a nuisance tree by reason of danger to the traveling public.
 - c. Financial Audit Award – **Vote**
 - i. See attached, [Select Board Audit Firm Recommendation](#)
 - ii. The Select Board is asked to consider awarding the Financial Audit scope of work to Plodzick & Sanderson CPAs or Vachon Clukay & Company PC CPAs.
 - d. Public Safety Building Exhaust Ventilation Grant – **Vote**
 - i. The Fire Department is interested in pursuing a Federal grant for exhaust ventilation for the bays. This project is expected to cost \$100,000+ and the grant requires a 5% local match. If awarded, the matching funds would be spent from the Building Maintenance budget line.



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

- ii. The Select Board is asked to consider authorizing the pursuit of an exhaust ventilation grant.

6. January Work Anniversaries

- a. Tyler Rand • Fire/EMS • 12 Years
- b. Cody Guile • Fire/EMS • 4 Years
- c. Amy Doherty • Finance Administrator • 2 Years
- d. Erin O'Dea • Recreation Administrative Assistant • 1 Year

7. 2020 Select Board Goals

- a. See attached, [2020 Select Board Goals](#)
- b. See attached, [2020 Select Board Goal and Budget Mid-Year Analysis – 200727](#)

8. Upcoming Meetings/Events

- a. January 30, 2021 – Deliberative Session (Barrington Middle School)
- b. February 8, 2021 – Select Board Meeting
- c. February 22, 2021 – Select Board Meeting
- d. March 8, 2021 – Select Board Meeting
- e. March 9, 2021 – Ballot Session (Barrington Middle School)
- f. March 22, 2021 – Select Board Meeting