



# TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

## Town Administrator Report May 10, 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](https://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](http://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](mailto: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](https://bit.ly/BarrSB)
- Call: [+1 603-664-0240](tel:+16036640240) (one-click link)
  - Conference ID: 676 749 973#



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### 1. Agenda

- a. See attached, [Agenda 2021-05-10](#)

### 2. Public Hearings

- a. Issuance of building permit on Birch Lane, a Private Road, for Robert and Teresa Rockwell TRS Fam TR, Map 117, Lot 3 – **Vote**
  - i. See attached, [Private Road Agreement – Rockwell – Map 117 – Lot 3 – 210505](#)
  - ii. Department Heads and the Planning Board have reviewed the request and recommended the Select Board support the following requirements:
    1. Repair broken edges and/or potholes caused by construction upon completion.
    2. Join the local road association.
  - iii. The Select Board is asked to consider authorizing the issuance of a building permit for Map 117, Lot 3 with the condition indicated above.
- b. Issuance of building permit on Holiday Lake Shore Drive, a Private Road, for Karen Gould, Kathryn Cohen, and Matthew Peckarsky, Map 261, Lot 31 – **Vote**
  - i. See attached, [Private Road Agreement – Gould-Cohen-Peckarsky – Map 261 – Lot 31 – 210505](#)
  - ii. Department Heads and the Planning Board have reviewed the request and recommended the Select Board support the following requirements:
    1. Repair any rutting caused by delivery traffic to the ADU and regrade the road upon completion.
    2. Join the local road association.
  - iii. The Select Board is asked to consider authorizing the issuance of a building permit for Map 261, Lot 31 with the condition indicated above.

### 3. Appointments

- a. EMS Week Proclamation – **Vote**
  - i. See attached, [EMS Proclamation](#)
- b. National Public Works Week Proclamation – **Vote**
  - i. See attached, [National Public Works Week Proclamation](#)

### 4. Public Comments

### 5. Review of Minutes – **Vote**

- a. See attached, [Minutes 2021-04-26](#)

### 6. Staff Report

- a. Administrator MacIver
- b. Municipal Office Administrator MacIver



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## 7. Old Business

### a. 2021 Paving Projects Update and Adjustments – **Vote**

- i. The 2021 paving projects have begun with the reclamation of Forest Brook Drive and Century Pines Drive. Work has begun on Sawyer Lane. Upcoming paving work includes Locke Hill Lane, Mallego Road (bridge to Route 9), Cate Road, and aprons on Warren Road, Cooper Road, and Town Farm Road. The previously planned work on Mallego Road from Stone Farm Road to Route 125 will be postponed until 2022 in order to properly engineer and address the drainage issues.
- ii. Based on the competitive price submitted by Advanced and the removal of a portion of Mallego Road, the Road Agent has proposed the addition of Beauty Hill Road and a portion of Pond Hill Road. Beauty Hill Road would be reclaimed from Hall Road to ~300 feet before the intersection of Route 125. Pond Hill Road would be reclaimed from Camp Fireside to the intersection of Second Crown Point Road. See updated cost estimates below:
  1. Forest Brook Dr./Century Pines Dr. \$63,686
  2. Sawyer Lane \$38,007
  3. Locke Hill Lane \$26,244
  4. North Mallego \$187,022
  5. Cate Road \$133,152
  6. Warren Road \$1,716
  7. Cooper Road \$2,106
  8. Town Farm Road \$1,560
  9. Beauty Hill \$225,860
  10. Pond Hill Road \$119,314
- iii. The conservative total is \$798,667. We had planned to use \$600,000 from the operating budget and \$175,000 from the Transportation Fee Capital Reserve. It is likely that the proposed work can be completed within the \$775,000 anticipated, but additional funds are available in the Capital Reserve if necessary.
- iv. The Select Board is asked to consider approving the removal of Mallego Road (from Stone Farm Road to Route 125) and addition of Beauty Hill Road and Pond Hill Road to the 2021 paving projects.

### b. Recreation Project Updates – Discussion

- i. The Recreation Department has been busy planning facility and park projects. The Recreation Director will provide an update regarding the work that is planned or in progress.



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- c. Evictions – **Vote**
  - i. Evictions have been delayed for properties taken by tax deed in 2020. We have completed the steps necessary to move forward with evictions (as advised by the Town’s attorney). The Town currently owns each of these properties and there is continued liability with having them occupied. One of the final steps is for the Select Board to vote to authorize the eviction notices for the following properties.
    - 1. Map 23 Lot 25 50 Goldfinch Rd Karl & Michelle Horton
    - 2. Map 102 Lot 49 346 Berry River Road Raymond Roy & Darlene Sprague
    - 3. Map 104 Lot 100 339 Long Shores Drive George & Gail Petralia
    - 4. Map 109 Lot 17 46 Small Road Roger Gray
  - ii. The Select Board is asked to consider authorizing the issuance of eviction notices for the properties listed.

### 8. New Business

- a. 2021 Property Tax Record Preservation Moose Plate Grant – **Vote**
  - i. The Tax Collector, Linda Markiewicz, is interested in applying for a Moose Plate Grant to cover the cost of tax record preservation. She has completed two successful grants to preserve three tax ledgers.
  - ii. See attached, [Tax Collector Moose Plate Funding Request](#)
  - iii. The Select Board is asked to consider approve the grant application and authorize the Town Administrator to sign all accompanying documents.
- b. 2021 First Half Property Tax Warrant – **Vote**
  - i. The property tax year runs from April 1<sup>st</sup> through March 31<sup>st</sup>. The assessed value of the property is as of the condition on April 1<sup>st</sup>. The Assessor submits a property tax warrant to the Tax Collector for review and submission to the Select Board. Bills will be issued on May 17<sup>th</sup> and due July 1<sup>st</sup>.
  - ii. See attached, [2021P01 TaxWarrant](#)
  - iii. The Town of Barrington add \$15,397,520 in value through new construction, additions, and renovations. This represents 1.3% growth. The net valuation is now \$1,173,494,855. The property tax base growth is an important way to minimize the impact of the School, Town, and County budgets. This added value represents over \$350,000 in additional property tax revenue.
  - iv. An informational tax bill insert will be included covering topics including: Updated Availability of the Town Clerk’s Office, Dog Licensing, Voter Registration Purge, Recreation Needs Assessment, Facebook, Partial Statistical Update, Library Availability, Transfer Station Summer Hours, and 10-Digit Dialing.



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- v. The Select Board is asked to consider authorizing the issuance of the first half property tax warrant.
  - c. Town Clerk Office Availability Adjustment – Discussion
    - i. The Town Clerk has expanded the availability of the Town Clerk’s Office in order to best accommodate Barrington residents.
    - ii. The Town Clerk’s Office is now open for walk-in service on Mondays and Thursdays and remains open for appointments only on Tuesdays and Wednesdays. Appointments can be made online at [bit.ly/BarrTCAppointment](http://bit.ly/BarrTCAppointment). All customers are encouraged to wear a mask.
    - iii. Hours and Availability
      1. Mondays 8:00am to 5:00pm No Appointment Necessary
      2. Tuesdays 8:15am to 4:30pm By Appointment Only
      3. Wednesdays 12:15pm to 4:30pm By Appointment Only
      4. Thursdays 8:00am to 5:00pm No Appointment Necessary
9. Selectperson’s Reports and Concerns
- a. Selectperson Ayer
  - b. Selectperson Bailey
  - c. Selectperson Mannschreck
  - d. Vice-Chairperson Saccoccia
  - e. Chairperson Knapp
10. Public Comments
11. Non-Public Session
12. **April Work Anniversaries**
- a. Donald Millette • Firefighter • 23 Years
  - b. Kimberly Kerekes • Town Clerk • 21 Years
  - c. Antonio Maggio • EMS Chief • 19 Years
  - d. Wendy Rowe • Assistant Library Director • 17 Years
  - e. Matthew Parker • Firefighter/EMT • 8 Years
  - f. John Abbott • Deputy Building Inspector • 6 Years
  - g. Jeffrey Roub • Firefighter/EMT • 6 Years
  - h. Charles Kilgour • Transfer Station Attendant • 3 Year
  - i. Richard Wentworth • Transfer Station Attendant • 3 Year
  - j. Joseph Spinney • Firefighter • 3 Years
  - k. Jeremy Bacon • Firefighter/EMT • 2 Years
  - l. Regina Lytle • Town Clerk Assistant • 2 Year



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### 13. 2021 Select Board Goals

- a. See attached, [2021 Select Board Goals](#)

### 14. Upcoming Meetings/Events

- a. May 24, 2021 – Select Board Meeting
- b. June 14, 2021 – Select Board Meeting
- c. June 28, 2021 – Select Board Meeting