



BARRINGTON, NH SELECT BOARD MINUTES

MONDAY, September 14th, 2020

The Select Board meeting for Monday, September 14th, 2020 began at 6:30 p.m. The meeting was held by remote participation via a Microsoft Teams Meeting due to the COVID-19 pandemic, in accordance with [Emergency Order #12](#), pursuant to [Executive Order 2020-04](#). In attendance were Chairperson Hardekopf, Vice-Chair Knapp, Selectperson Bailey, Selectperson Saccoccia, Selectperson Ayer, Town Administrator Maclver, and Municipal Office Administrator Caudle.

6:30pm. The meeting was called to order by Chairperson Hardekopf.

RSA 91-A EMERGENCY PROVISIONS/SELECT BOARD CHAIR EMERGENCY DETERMINATION

6:30pm. Chairperson Hardekopf read the emergency provisions of the State of Emergency and explained how this meeting is accessible as well as how to access future meetings.

ROLL CALL ATTENDANCE

6:32pm Select Board Attendance was taken via Roll Call: Ayer – Present (alone), Bailey – Present (wife in home), Knapp – Present (wife and son in home), Saccoccia – Present (alone), Hardekopf – Present (husband and son in home). Each Select Board member shared their location and stated that at present, they were alone, and no one would be influencing their votes.

PLEDGE OF ALLEGIANCE

6:34pm. Chairperson Hardekopf led the Pledge of Allegiance.

PUBLIC HEARINGS

Private Road Building Permit – Map 125 Lot 5

6:36pm. Recommendations by Department Heads were as follows:

1. Regrade the Road if disturbed.

Town Administrator Maclver confirmed the Zoning Board of Adjustment has previously given approval.

Motion to authorize the issuance of a building permit for Map 125, Lot 5 with recommendation as listed by Selectperson Bailey, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

6:39pm. Public Comment opened.

Vice-Chair Knapp spoke to relay a comment that the area is tightly accessible, but the Road Agent had made the best use of the area as was possible.

6:40pm. Public comment closed.

Private Road Building Permit – Map 101 Lot 33

6:40pm. Recommendations by Department Heads were as follows:

1. Install 15" culvert per manufacturer's specifications with erosion control
2. Ditch the uphill side of the driveway the entire frontage of the property as much as possible to eliminate the berm of dirt and grass causing erosion of the edge of the road.
3. Shape the last few feet before the uphill side of the culvert to direct remaining runoff into the culvert.
4. Runoff along the edge of Long Shores Drive should be allowed to run down-slope across the property where possible to cut down on the velocity of runoff. This will also allow for natural runoff filtering prior to runoff entering the brook.
5. Diverting flow across the property may reduce damage to the road and may require an additional culvert farther down the driveway to accommodate the runoff originating from the high side of the property.
6. Patch damage to pavement.
7. Remove trees and vegetation to improve line of sight as much as possible for exiting the driveway onto Long Shores Drive.
8. Add reflective address number which can be seen from both directions (upon completion of construction).
9. **(Added at the request of Selectperson Ayer)** That the owners be encouraged to join the road association.

Selectperson Bailey raised a concern regarding the quality of the plot plan.

Motion to authorize the issuance of a building permit for Map 101, Lot 33 with nine (9) recommendations as listed by Selectperson Ayer, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – No, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

6:45pm. *Public hearing opened.*

Abby Toigo of 83 Long Shores Drive shared her concerns regarding the loss of trees and how that will affect the property she owns. Code Enforcement Officer John Huckins affirmed that the removal of the trees was part of the development activities of the lot.

John Wallace of the Conservation Commission encouraged the Conservation Commission be allowed to review the proposed building permits.

6:52pm. *There were no additional public comments. Public hearing closed.*

6:52pm. *The Select Board reaffirmed the previous vote regarding a building permit for Map 124, Lot 21 following the closure of the public hearing.*

Code Enforcement Officer Huckins stated that this lot is a legally existing non-conforming lot, allowing it to be built upon despite not meeting current building requirements.

APPOINTMENTS

CONSERVATION COMMISSION JOINT MEETING

Conservation Update

6:54pm. Ken Grossman, Conservation Commission Chair, provided information about the goals and obligations of the Conservation Commission, and the cooperation between the Conservation Commission, Town Departments, outside agencies, and the public. He also shared recent successes, including parking area improvements, regular guided walks, and the increase in use due to the Covid-19 pandemic. He also shared the concern that as the Conservation Commission is primarily funded through the Land Use Change Tax, over time the funding source will vary.

Conservation Fund Update

7:05pm. Charlie Briggs, Conservation Commission Treasurer, provided an update on the balance of the Conservation Funds through July 2020. \$13,419.91 is currently in the fund, with \$10,000 appropriated towards the Richardson Dam engineering project. \$3,419.91 is primarily from the Samuel A. Tamposi Water Supply Reserve (SATWaSR) stewardship fund, with approximately \$700 uncommitted. However, a reimbursement of approximately \$190,000 from New Hampshire Department of Environmental Services (NHDES) is expected in the future.

Town Administrator MacIver explained the challenge of anticipating funding via the Land Use Change Tax, as it is only applied when land is removed from Current Use. There are indicators of when and how much funding will be made available, but even with those, it does not always come to fruition when expected.

Co-Occurrence Map Update

7:10pm. John Wallace shared an update to maps that was completed a year ago, including a [co-occurrence map](#) showing lands of most concern or conservation interest in Barrington.

Potential Conservation Projects Update

7:13pm. Ken Grossman shared conservation projects that have come before the Conservation Commission and their current status. No commitments have been made at this time.

Memorandum of Agreement Review

7:20pm. Motion to accept the updated [Memorandum of Agreement](#) by Vice-Chair Knapp, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Richardson Pond Dam Update

7:23pm. Per Town Administrator MacIver, NHDES approved the hydrologic assumptions presented in the analysis by Milone and Macbroom. Milone and Macbroom is developing dam repair options for review. The next step is a stakeholder meeting to plan for construction in the next year.

Miniature Library Request

7:28pm. Emilia Brackett, a student at Coe-Brown Academy, has requested permission to place a small library at the parking area at the Goodwill Conservation Area, adjacent to the kiosk. She has offered to include some Winnie-the-Pooh books in honor of the trail. Chairperson Hardekopf requested a sign be placed with a reminder books are not to exceed the space of the little library. John Wallace shared Southeast Land Trust (SELT) has not given approval and holds a conservation easement.

Motion to authorize the placement of the library by the kiosk in the parking area of the Goodwill Conservation Area pending approval by SELT by Selectperson Ayer, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye.
The motion passed.

Library Trustee Warrant Article Request – Capital Reserve Fund

7:34pm. Library chair Lindsey Maziarz confirmed the library trustees will not be presenting a new library project to voters in 2021. The trustees instead intend to pursue a Capital Reserve Fund request, potentially of \$75,000, based on prior Capital Reserve requests. The Board expressed their appreciation for the change in approach at this time.

2020 Chamber of Commerce Barrington Festival – Date Change

7:43pm. The Barrington Chamber of Commerce’s Barrington Festival has been postponed to October 24th, 2020.

Motion to update the date of closure of Redemption Road on October 24th to allow for the Barrington Chamber of Commerce Festival by Chairperson Hardekopf, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye.
The motion passed.

Zoning Board of Adjustment Appointment – David Whitten

7:44pm. Motion to approve the appointment of David Whitten to the Zoning Board of Adjustment through March of 2023 by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

PUBLIC COMMENT

7:45pm. *Public comments are limited to three minutes per person, and a total of 15 minutes.*

Fire Chief Rick Walker requested permission to allow the Barrington Cub Scouts to utilize the field behind the Public Safety Building for a recruitment and engagement event. This will be discussed and voted on later in the meeting.

Resident Daniel Ayer encouraged all to adapt to recent world changes have personal accountability.

Emily Checrallah asked in the meeting's chat feature: "I'm interested in the research to come upon the \$75,000 number, and how the number was agreed upon." Selectperson Hardekopf encouraged her to review the Library Trustee's meeting minutes.

There were no additional public comments. Public comment closed at 7:49pm.

REVIEW OF MINUTES – August 24th, 2020

7:14pm. Motion to approve the minutes for the [August 24th, 2020 Select Board](#) meeting by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

STAFF REPORT

Anniversaries

7:50pm. *Thank you for your hard work and dedication!*

Amy Inglis	Inter-Library Loan Librarian	24 Years
Dana Drake	Highway Department Crew	20 Years
Barbara Irvine	Land Use Administrative Assistant	17 Years
Patrick Boodey	Firefighter/EMT	17 Years
Shawn Croteau	Firefighter/EMT	17 Years
Deborah Tatham	Recreation Custodian	12 Years
James Sanger	Transfer Station Attendant	5 Years
Jon-Thomas Harmon	Firefighter/EMT	3 Years
Sarah Bailey	Assistant Recreation Director	1 Year

In Memoriam

7:51pm. Patricia Newhall, long time Barrington resident and engaged citizen, [passed away on August 10th](#). Patricia was the first female Select Board Member in Barrington, elected in 1983. Our condolences go out to her family and friends.

Women's Club of Barrington Request

7:52pm. The Select Board approved the placement of a sign at the intersection of Routes 125 and 9 at the July 13th meeting. They requested assistance from the Highway Department for installation of the sign, and waiver of the \$200 Highway fee for installation.

Motion to allow waiver of the Highway billing policy if the group is a registered nonprofit by Chairperson Hardekopf, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

New Hampshire Municipal Association (NHMA) Delegate

7:54pm. Motion to appoint Town Administrator MacIver as Barrington’s voting delegate to the 2020 NHMA Policy Conference on October 2nd by Chairperson Hardekopf, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Recreation Department Grant

7:57pm. The Recreation Department applied for and was approved for an [Empowering Youth Program](#) grant of up to \$27,775 intended to increase summer programming for middle and high-school aged children across New Hampshire.

Cub Scout Use of Public Safety Field

7:59pm. Motion to allow the Barrington Cub Scouts to use the field behind the Public Safety Building and place a sign at that location for a recruitment and engagement event on September 26th by Selectperson Bailey, seconded by Chairperson Hardekopf. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Request for Signatures

8:00pm. Municipal Office Administrator Caudle requested signatures for the following:

- Payroll Manifests 2020-71 and 2020-73
- One deed returning a property to its previous owner requiring wet signatures
- One Private Road Agreement from building permit request approved this meeting (Map 125 Lot 5 has a Private Road Agreement recorded)

OLD BUSINESS

Engineering Services

8:01pm. The Planning Board would like to appoint a committee to consider selection for Engineering Services, including up to two representatives from the Select Board, as well as representatives from the Planning Board as well as staff.

Selectpersons Knapp and Ayer agreed to serve as representatives to the Engineering Services Committee and to assist in making recommendations to the Select Board.

Mallego Road Drainage

8:06pm. Motion to authorize the acquisition for drainage analysis engineering services for Mallego Road in 2021 by utilizing budgeted funds from 01-4312-01-4334 by Chairperson Hardekopf, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Agenda Adjustment

8:14pm. *The Select Board agreed by consensus to move the Used Cruiser Purchase discussion up two items in the agenda.*

Used Cruiser Purchase Review

8:14pm. The new cruiser is on the road and in service; it will be fully marked up shortly. The Police Department was able to limit the 2021 cruiser budget to one cruiser due to acquisition of used cruisers in 2020. The total cost of the recent used cruiser was \$10,654 after an initial cost of \$17,404 and the sale of the 2015 Ford Explorer netting the Town \$6,750.

Town of Barrington Services – COVID-19

8:16pm. There have been multiple process improvements throughout the Town due to the COVID-19 pandemic as Town employees work to continue providing services to residents. Information regarding specific departments can be found on the [Barrington COVID-19 website](#).

Chairperson Hardekopf encouraged all to participate in “The Three W’s:” Wear a mask, Watch your distance, Wash your hands.

Sale of Town-Owned Property Update

8:17pm. At the meeting on September 19th, the Town Lands Committee made some recommendations to the Select Board regarding the upcoming sale of Town-Owned Lots. The lots will be sold through the RSA 41:14(a) process.

Map 102, Lot 62

- One abutter will purchase the property and it will be split between two abutting property owners.
- Conditions: Must be merged with abutting property.

Map 126, Lot 18

- One abutter will purchase the property and it will split between two abutting property owners.
- Conditions: Remove junk vehicle, must be merged with abutting property.

Map 102, Lot 79

- Auction
- Conditions: House and junk will need to be cleared by September 15, 2021.

Map 103, Lot 49

- Abutters not interested, retain.

Map 109, Lot 18

- Auction
- Conditions: House and junk will need to be cleared by September 15, 2021

Map 112, Lot 49

- Offer to abutters for less than amount owed.
- Conditions: Must be merged with abutting property.

Map 113, Lots 18 and 19

- Auction

- Conditions: Lots must be combined, trailers and junk will need to be cleared by September 15, 2021.

Map 215, Lot 8

- Auction

Map 248, Lot 3

- More research with abutters necessary, retain.

Map 262, Lot 14, Sublot 9

- Auction

Map 273, Lot 34

- Offer to abutters for less than amount owed.
- Conditions: Must be merged with abutting property.

Map 224, Lot 60

- Auction
- Conditions: Road must meet Town standard prior to issuance of a building permit

Selectperson Bailey requested information about property on Smoke Street. A property owner has requested to purchase a portion of Town Land adjacent to their property. The potential purchase is currently under review by the Town Lands Committee, Planning, and Conservation Commission.

Motion to approve the Town Lands Committee recommendations by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Recused. ***The motion passed.***

NEW BUSINESS

Highway Mechanic Proposal

8:36pm. With the recent closures of fleet maintenance service providers, mechanical services for maintenance and repair of Highway Department vehicles have been increasingly difficult to obtain.

Motion to approve creation of the Highway Mechanic, Fabricator, Truck Driver, and Laborer Position as a Grade 9 position, starting at \$23.17 per hour, with the contingency that planned maintenance and software that will document and plan the maintenance be established prior to an individual being placed in the position by Selectperson Ayer, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Transfer Station User Fee Updates

9:17pm. The Transfer Station and Recycling Center Review Committee has proposed an [update to user fees](#), effective January 1st, 2021.

Motion to approve the proposed update to Transfer Station user fees by Selectperson Bailey, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Return of Health Insurance Surplus

9:22pm. Due to a decrease in use during the COVID-19 pandemic, HealthTrust will be returning \$36,288.73 to Barrington based on the Town's contributions to medical, dental, and short-term disability insurance.

The Board was polled: Selectperson Bailey and Chairperson Hardekopf would not support funds in an expendable trust, but would support \$6,000 being returned to employees, and remaining \$30,288.73 being deposited in the General Fund. Vice-Chair Knapp would support \$6,000 being returned to employees, unsure of full \$36,000.

Motion that approximately \$6,000 be returned to the employees, and remaining funds be deposited to the General Fund by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

The Select Board will be required to act upon acceptance of the funds at a later date as unanticipated revenue.

Halloween 2020 Trick-or-Treating

9:32pm. Motion to allow Trick-or-Treating to occur on the 30th of October from 5pm-7pm, and to publish a list of protective behaviors by Chairperson Hardekopf, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

SELECTPERSONS REPORTS

9:39pm.

Selectperson Ayer – All information has been reported elsewhere during the meeting.

Selectperson Bailey – No additional information to report, meetings will begin this week.

Vice-Chair Knapp – The Planning Board reviewed the building permit applications for the two properties approved today, a one-year extension on the Lenzi property, and a subdivision review.

Selectperson Saccoccia - Recreation Director Jessie Tennis gave birth to two healthy boys! Congratulations to the Tennis family! Plans for the addition are being finalized.

Chairperson Hardekopf – The Transfer Station Committee has been busy and the Advisory Budget Committee will be starting meetings shortly.

PUBLIC COMMENT

9:41pm. Fire Chief Walker expressed his appreciation for the work of the Finance Department, ensuring purchases are paid quickly and the process is smooth for departments.

On Saturday Selectperson Ayer attended the Town Lands Committee meeting, the Town Employee event and participated in Larry Smith's celebration of life.

At **7:53pm** Julien Olivier typed in the chat feature: Re: political signs on utility poles at height of 15-20 feet particularly at junction of Routes 9 & 125 per conversations with Select Board members last Saturday I had anticipated conversation tonight on this subject.

Per Town Administrator MacIver, State Statute requires the owner of the pole to file a complaint.

After a poll of the Board, the Select Board declined to notify the owner of the poles, encouraging the individual to contact the owner directly.

Lisa Titus of 32 Nicholas Way requested the Select Board consider moving Trick-or-Treating to October 31st.

There were no additional public comments. Public comment closed at 9:50pm.

Halloween Date Change Proposal

9:50pm. Motion to move Trick-or-Treating to October 31st by Vice-Chair Knapp, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Abstain, Bailey – No, Knapp – Aye, Saccoccia – Aye, Hardekopf - No. ***The motion failed.***

NONPUBLIC SESSION

9:51pm. Motion to enter nonpublic session for reasons of personnel and reputation by Selectperson Ayer, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Present, Hardekopf - Aye. ***The motion passed.***

RETURN TO PUBLIC SESSION

10:43pm. Motion to seal minutes from nonpublic session to avoid adversely affecting the reputations of those discussed by Vice-Chair Knapp, seconded by Chairperson Hardekopf. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

The Select Board had no decisions or information to share following Nonpublic Session.

ADJOURNMENT

10:44pm. Motion to adjourn by Selectperson Saccoccia, seconded by Chairperson Hardekopf. Roll call vote: Ayer – Abstain, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Chairperson T. Hardekopf

Selectperson G. Bailey

Vice-Chairperson A. Knapp

Selectperson D. Ayer

Selectperson J. Saccoccia

9/28/2020

Date Minutes Were Approved