



BARRINGTON, NH SELECT BOARD MINUTES

MONDAY, November 30th, 2020

The Select Board meeting for Monday, November 30th, 2020 began at 6:31 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 Ayer, Selectperson Bailey, Selectperson Saccoccia, Town Administrator (TA) MacIver, Municipal Office Administrator (MOA) Caudle, as well as Advisory Budget Committee (ABC) Chair Steve Saunders and ABC members Peter Royce and Dannen Mannschreck.

6:31pm. The meeting was called to order by Chairperson Hardekopf.

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

6:31pm. 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

6:33pm Select Board attendance was taken via Roll Call: Ayer – Present, Bailey – Present, Saccoccia – Present, Knapp – Present, Hardekopf - Present. Each Select Board member shared their location and stated that at present, they were alone in their respective rooms with no one influencing their votes.

PLEDGE OF ALLEGIANCE

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

PUBLIC HEARINGS

There were no public hearings.

APPOINTMENTS

Hildi Ahee – Recreation Commission Full Member

6:35pm. Motion to appoint Hildi Ahee as a full member of the Recreation Commission for a term of three (3) years, ending March 31st, 2023 by Vice-Chair Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Recreation Budget Presentation

6:36pm. Jessica Tennis, Recreation Director presented the [Recreation Department budget](#) proposal for 2021. She also shared there will be a \$19,000 surplus from 2020, largely due to laying off staff during the COVID-19 Pandemic. The Recreation Commission voted to limit operating budget requests to Wages, Benefits, and Earned Time Buyout lines in 2021, with additional costs going to the Revolving Fund, and the lines where funds are normally requested will be held open with \$1 allocations. Programs are currently and will continue being offered under State guidance.

PUBLIC COMMENT

6:44pm. *Public comments are limited to three minutes per person, and a total of 15 minutes.*

Casey O'Brien of 24 Hall Road – Raymond Oban would like to speak with Select Board in nonpublic regarding a subject related to reputation. The Select Board requested he email a phone number to administration@barrington.nh.gov to allow the Board to call him during nonpublic session.

Melissa Huetten, Library Director – The Library has moved the dropbox in order to increase accessibility, and a volunteer built a "Pickup Pagoda" allowing people to pick things up from the library without needing to use the stairs. The gingerbread contest is virtual this year, and kits will be dropped off at Town departments to participate.

Dan Ayer, Select Board member – Led a moment of silence for Darlene Harris, former Town employee who recently passed away.

There were no additional public comments. Public comment was closed at 6:53pm.

REVIEW OF MINUTES

6:53pm. Motion to approve minutes for [November 16th, 2020](#) Select Board Meeting by Selectperson Bailey, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Abstained. ***The motion passed.***

STAFF REPORTS

6:54pm. TA MacIver stated all items he planned to share are included on tonight's agenda.

Request for Signatures

6:55pm. MOA Caudle requested signatures for the following:

- Meeting Minutes approved this meeting.
- Two Gravel Tax Warrants
- Two Applications for Current Use
- One Oath of Office
- One Highway Safety Grant Agreement requiring a wet signature from Chairperson Hardekopf

OLD BUSINESS**Projected 2021 Revenue**

6:57pm. Early concerns regarding revenue shortfalls related to COVID-19 have, thus far, been overestimated due to low tax delinquency, unexpected Federal and State grants, and locally collected revenues which have remained steady. Preliminary estimates for 2021 Revenue were provided by Administrator MacIver, who also explained how various municipal funding sources are estimated and expected changes.

2021 Wage increases

7:06pm. Cost of living increase was initially not budgeted. The Consumer Price Index, the Social Security Administration, and other nearby communities, show an increase of an average of 1.28%. A step increase was planned for in the 2021 budget according to the Compensation Study that was completed in January of 2020.

Motion to approve a Cost-of-Living increase of 1% for Town employees by Selectperson Bailey. ***The motion was not seconded.***

Motion to approve a step increase for Town employees as outlined in the compensation study by Selectperson Bailey, seconded by Chairperson Hardekopf. Roll call vote: Ayer – No, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Updated Budget Review and Projected Tax Rate Impact

7:19pm. Administrator MacIver provided an update to the 2021 proposed budget as well as an explanation of the impact of the proposed 2021 budget on the 2021 Tax Rate. The adjusted budget request is \$7,267,566, \$33,281 less than the 2020 budget. With a projected revenue reduction of \$167,097, a proposed property credit (service credit) costing \$19,500, and an overlay reduction of \$122,407, the Town would need to raise \$30,909 in property taxes.

However, with an added assessed (and taxable) value of \$9,000,000 the total tax rate impact is expected to be \$0. The 2021 municipal tax rate is expected to stay at its current level in 2021.

Chairperson Hardekopf shared that any homeowners who have 20% equity or more in their home should be able to reach out to their mortgage company and take on the task of their tax payments themselves rather than having them held in escrow.

Assessed value of homes and the value of property impacting taxes were also discussed, along with where property tax is distributed. Any who believe their property was incorrectly assessed are encouraged to request an abatement with the Assessing Department.

2021 Warrant Articles and Unassigned Fund Balance Impact

7:35pm. The Board and community were presented with both a [Summary of Warrant Articles from Fund Balance](#) and [2021 Warrant Article Impact on Unassigned Fund Balance](#). A full listing of the current proposed warrant articles for 2021

The ABC suggested the Select Board commit \$100,000 from the Transportation Fee Capital Reserve towards additional paving projects. Selectperson Ayer recommended \$175,000 be committed from the capital reserve fund. *The Select Board agreed by consensus to allocate \$175,000 from the Transportation Fee Capital Reserve for additional paving projects next year.*

The ABC suggested an article be added to the warrant to add “fire services” to the Ambulance Services Revolving Fund to allow for an additional funding source to save towards Fire and Ambulance equipment replacement needs. *After discussion the Select Board agreed by consensus not to support the change.*

The amount to support in a Warrant Article for a Library Capital Reserve was considered. The ABC did not have a specific amount, but the majority agreed the requested \$75,000 was too high and the use should be design only. *The Select Board agreed by consensus to support a Library Capital Reserve Warrant Article in the amount of \$25,000 but did not agree to support a change in narrowing the use of the funds.*

Sale of Map 102-0062 Per RSA-41:14-a

8:25pm. A [Public Notice](#) was posted previously related to this property. The Select Board reversed the involuntary lot merger on September 28th, 2020, re-establishing three lots. After the sale, each lot is required to be merged with the respective properties.

Motion to sell lot 102-62.2 to Robert Tibbetts (a direct abutter) for \$1,271 and to require the property be merged with their own by Vice-Chair Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Motion to sell lots 102-62 and 102-62.1 to Diana Piwowarczyk for \$2,541 and to require the property be merged with their own by Vice-Chair Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Sale of Map 112-0049 Per RSA-41:14-a

8:27pm. A [Public Notice](#) was posted previously related to this property. The Select Board is asked to sell the property in the future for less than the amount owed. There is not a buyer presently; this vote allows the Select Board to sell the property at a future time per RSA 41:14-a. Motion to sell lot 112-49 to a direct abutter in the future for less than the full amount owed by Selectperson Ayer, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Sale of Map 126-0018 Per RSA-41:14-a

8:31pm. A [Public Notice](#) was posted previously related to this property. This property is being purchased by one abutter, and a portion of the property will be sold to another abutter, with each portion being merged with their respective properties.

Motion to sell lot 126-18 to Nicholas Mitropoulos for \$31,540, the full amount owed, and to require the property be merged with their abutting property by Selectperson Ayer, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Sale of Map 273-0034 Per RSA-41:14-a

8:33pm. A [Public Notice](#) was posted previously related to this property.

Motion to sell lot 273-34 to Christopher and Heather Albin for \$50, less than the amount owed, and to require the property be merged with their abutting property by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Recreation Interest in Map 234 Lot 1.6

8:34pm. Recreation has requested additional time to evaluate how the lot could be incorporated into their Strategic Plan. Motion to allow the Recreation Department an additional six months for review by Selectperson Ayer, seconded Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

New Hampshire Department of Environmental Services Clean Diesel Grant

8:36pm. The Town has been selected by the NH DES as a candidate for the [Clean Diesel Grant program](#), a program which encourages the replacement of pre-emissions vehicles with new equipment that have clean diesel engines, covering 25%, up to \$40,000 of the cost. This grant is not finalized until it is approved by the NH Governor and Council.

Motion to accept the grant for 25% or up to \$40,000 of the cost for the six-wheeled dump truck purchased earlier this year and to authorize the Town Administrator to sign all accompanying documents by Selectperson Bailey, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Conservation Commission Memorandum of Agreement

8:47pm. Motion to approve the updated [Conservation Commission Memorandum of Agreement](#) as written by Selectperson Ayer, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – No, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

NEW BUSINESS**Auction Power of Attorney**

9:03pm. Motion to constitute and appoint Richard D. Sager as the Town's true and lawful attorney-in-fact for it and in its name and its behalf with special power to execute and

acknowledge all deeds and instruments which may be necessary or convenient to transfer and convey the real estate owned by the Town of Barrington [being auctioned on December 12th, 2020](#), and limited to those items listed in Exhibit A, by Selectperson Bailey, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Recused self. ***The motion passed.***

[Welfare and Town Clerk Position Adjustments](#)

9:06pm. Motion to approve the new [Town Clerk Assistant and Welfare Caseworker Job Description](#) and the updated [Deputy Town Clerk Job Description](#) by Selectperson Bailey, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

[Body Worn Camera Policy Review](#)

9:07pm. Motion to approve, with the following changes:

1. Add “up to and including termination of employment.” to section L
2. Remove the brand name of item in favor of “body worn camera”
3. Add “manufacturer’s recommended maintenance schedule will be followed”

By Selectperson Saccoccia, seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

[Barrington Oaks Community Development Block Grant \(CDBG\) - 2021](#)

9:18pm. In 2020 Barrington sponsored a CDBG for Lee Oaks park for water and sewer improvements. The Barrington Oaks park has requested sponsorship for 2021 for water and sewer improvements.

The Select Board agreed by consensus consider sponsoring Barrington Oaks in 2021 for a Community Development Block Grant at an upcoming meeting.

[Reverse Involuntary Merger - Map 126 lot 12](#)

9:21pm. Per [RSA 674:39-aa](#) Involuntarily merged lots can be restored to their premerger status at the request of their owner if a request is sent to the governing body of the Town prior to December 31st, 2021.

Motion to reverse the [involuntary merger of Map 126, Lot 12](#) by Selectperson Bailey, seconded by Vice Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

[Mortgage Search Company – Sanders Search LLC](#)

9:22pm. The Tax Collector solicited quotes from alternate qualified vendors after the company the Town has used increased prices for 2021, recommending the Town contract with Sanders Search, LLC and secure the contract with a \$700 down payment.

Motion to contract with Sanders Search, LLC and authorize a \$700 down payment by Selectperson Bailey, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Fire Rescue All-Terrain Vehicle Warrant Article

9:22pm. With a significant increase in outdoor recreation in Barrington in recent years, with additional upward growth expected, Fire Chief Walker has asked the Select Board to consider presenting the voters with a warrant article to appropriate funds for an all-terrain vehicle to assist in increasing remote service calls. The expected cost would be \$40,000.

The Select Board agreed by consensus to discuss at a future meeting, and requested Chief Walker provide additional research on equipment, funding sources, annual cost of insurance, cost of trailer, etc.

SELECTPERSONS REPORTS

9:42pm.

Selectperson Ayer – Has not attended any meetings since the previous Select Board meeting. He thanked the Town Lands committee for their hard work.

Selectperson Bailey – Has not attended any meetings since the previous Select Board meeting.

Vice-Chair Knapp – Will attend the Planning Board meeting tomorrow, December 1st. Technology Committee has been working and sharing information. Engineering Review Committee was last week, which was long but productive.

Selectperson Saccoccia – Recreation shared their update earlier this meeting.

Chairperson Hardekopf – Shared the ABC is doing well reviewing the 2021 budget, and that the Transfer Station and Recycling Center Review Committee would like to reverse a 2008 Select Board decision to disallow contractors to use the Barrington Transfer Station, instead allowing those who work in Barrington to dispose of waste created in Town. This will be brought to the Select Board on December 7th. A review was done of traffic counts on Saturday hours for consideration of a potential hours change on Saturdays.

PUBLIC COMMENT

9:46pm. Administrator MacIver shared that December 8th test drives will be allowed at the Public Safety Building for the tanker that is up for auction on the 12th, and provided a reminder that there is a [public auction on December 12th at 10am](#) at the ECLC for Town-owned properties. at the ECLC for Town-owned properties.

There were no public comments. Public comment closed at 9:47pm.

Noted: The Select Board has committed to reviewing nonpublic minutes which have been previously sealed to see if circumstances have changed to allow minutes to be made public as

soon as possible to maintain openness and transparency. Due to Covid-19 precautions, the review has been delayed.

NONPUBLIC SESSION

9:49pm. Motion to enter non-public session for reasons of reputation and land by Vice-Chair Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

The Select Board left the public meeting for nonpublic session at 9:51pm.

RETURN TO PUBLIC SESSION AND ADJOURNMENT

11:18pm. The Select Board returned to the meeting from nonpublic session, with Chairperson Hardekopf, Vice-Chair Knapp, Selectperson Bailey and Selectperson Saccoccia in attendance.

Motion to seal nonpublic minutes indefinitely to avoid adversely affecting the reputation of those discussed by Vice-Chair Knapp, seconded by Selectperson Bailey. Roll call vote: Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf - Aye. ***The motion passed.***

Selectperson Ayer joined the meeting.

During nonpublic session the Select Board approved a request to approve a reduction in an ambulance bill from \$774.53 to \$443.06. They have nothing further to report at this time.

11:19pm. Motion to adjourn the Select Board meeting by Selectperson Bailey, seconded by Vice-Chairperson Hardekopf Roll call vote: Ayer – Abstained, Bailey – Aye, Knapp- Aye, Saccoccia – Aye. ***The motion passed.***

Links to all reviewed documents can be found in the November 30th, 2020 [Town Administrator’s Report](#).

DocuSigned by:
Tracy Hardekopf
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Chairperson T. Hardekopf

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Gary Bailey
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Selectperson G. Bailey

DocuSigned by:
Andrew Knapp
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Vice-Chairperson A. Knapp

Selectperson D. Ayer

DocuSigned by:
J. Saccoccia
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Selectperson J. Saccoccia

12/14/2020, Re-approved 1/4/2021
Date Minutes Were Approved