



## **BARRINGTON, NH SELECT BOARD MINUTES**

MONDAY, December 2<sup>nd</sup>, 2019

The Select Board meeting for Monday, December 2<sup>nd</sup>, 2019 began at 6:30 p.m. Present were Chairperson Knapp, Selectperson Bailey, Selectperson Ayer, Town Administrator Conner MacIver, and Municipal Office Administrator Tiffany Caudle. Town Treasurer and Advisory Budget Committee member Peter Royce was also at the table.

The meeting was called to order by Chairperson Knapp. Chairperson Knapp welcomed all in attendance, led the Pledge of Allegiance, and requested all silence their cell phones.

### **PUBLIC HEARINGS**

#### **Acquisition of Map 223, Lot 29**

**6:30pm.** Chairperson Knapp opened the public hearing on the acquisition of Map 223, Lot 29 pursuant to RSA 41:14-a. The Conservation Commission, Planning Board, and Town Lands Committee recommended that the Town acquire this lot, which will be voted on by the Select Board at the December 16<sup>th</sup> meeting after the final public hearing. The Town owns the land on three sides of this property.

*There were no Public Comments.* Chairperson Knapp closed the public hearing at 6:31pm.

#### **Acquisition of a portion of Map 223, Lot 26**

**6:31pm.** Chairperson Knapp opened the public hearing on the acquisition of a portion of Map 223, Lot 26 pursuant to RSA 41:14-a. The Conservation Commission, Planning Board, and Town Lands Committee have recommended that the Town acquire this lot, which will be voted on by the Select Board at the December 16<sup>th</sup> meeting after the final public hearing. This land will house the new Town Hall Building.

*ABC member Dannen Mannschrek joined the table.*

*There were no Public Comments.* Chairperson Knapp closed the public hearing at 6:32pm.

## **APPOINTMENTS**

### **Advisory Budget Committee Presentation**

**6:33pm.** The Advisory Budget Committee presentation was given by Peter Royce and Dannen Mannschreck. Selectperson Bailey is also a member and was in attendance. The goal before the ABC was to reduce the increase to the Town's operating budget to less than 3%. As presented, the increase was initially 3.28%; after adjustments, the recommended budget increase is now 2.41%. Concerns were raised regarding the use of the Unassigned Funds Balance (UFB), and the preference to reduce use of the UFB in the future through additional planning was shared.

***Note: The first public hearing for the 2020 Budget is scheduled for January 6<sup>th</sup>, with a second hearing scheduled for January 20<sup>th</sup> to be held only if the budget or warrant articles are not finalized by the January 6<sup>th</sup> meeting.***

Motion to support changes to the operating budget as noted by the Advisory Budget Committee by Selectperson Bailey, seconded by Chairperson Knapp. Ayer – Aye, Bailey – Aye, Knapp – Aye. ***The motion passed.***

*To continue with the above discussion regarding the Unassigned Fund Balance, Chairperson Knapp agreed to adjust the order of the posted agenda.*

## **NEW BUSINESS**

### **Unassigned Fund Balance**

**6:42pm.** Administrator MacIver shared updated information regarding the Unassigned Fund Balance. If all planned warrant articles are approved, the UFB will decrease to approximately 11.3%, below the 12.5% target. Department Heads and the ABC were thanked for their efforts towards minimizing the budget's increase. Possible means to offset some expenditures were discussed, such as utilizing a portion of the \$300k balance from the \$5 per car registration fee that has been collected in order to fund road repairs. A significant portion of the funds (\$400k) proposed to be spent from the UFB are expected to be spent on the Greenhill Bridge project.

### **PUBLIC COMMENT**

**6:52pm.** Roger Gingrich, 52 Peabody Way, spoke on behalf of the Library, Library Trustees, and Library Foundation, expressing disappointment and perplexity with the Select Board, Advisory Budget Committee, and Town Administrator. Mr. Gingrich explained that the cost of the proposed library went up as expected because, as he explained, the new library was moved aside in the queue by the Town Hall. He added that the library community made a commitment not to make public comments about the Town Hall. Mr. Gingrich expressed specific disappointment, confusion and perplexity that the Advisory Budget Committee voted not to recommend the proposed library bond article at their November 26<sup>th</sup> meeting.

Selectperson Bailey questioned if a member of the Library Trustees was present, which Leigh Elliott, Vice Chairperson of the Library Trustees, confirmed.

Mr. Gingrich also [provided a graph](#) showing the expected tax burden of the new library.

Mr. Gingrich explained that he is not just expressing his feelings, but also those of many individuals in Town.

Selectpersons Knapp, Bailey and Ayer expressed their appreciation with the commitment and diligence of the Select Board, Advisory Budget Committee and Town Administrator.

**7:06pm.** Leigh Elliott, Vice Chair of the Library Trustees, resident of 108 Autumn Lane spoke to the support and concerns shared with her by residents for the Library and expressed her own disappointment with the decision of the ABC to not recommend the presented Library bond article and requested reasons for the disapproval.

Peter Royce, ABC member and Town Treasurer, responded that a concern is the cost per square foot of the Library as proposed, and that a modification to size or design was requested, but not offered by the Trustees or Foundation. He further clarified that there are no scheduled meetings for the ABC in December.

*There were no further public comments. Public comment closed at 7:13pm.*

### **REVIEW OF MEETING MINUTES**

**7:13pm.** Motion to approve meeting minutes for November 25<sup>th</sup>, 2019 as written by Selectperson Bailey, seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye. *The motion passed.*

### **STAFF REPORTS**

#### **Property Tax Bills**

**7:14pm.** Property Tax bills were mailed on November 12<sup>th</sup>, and are due on December 16<sup>th</sup>. If any residents have questions, they are encouraged to review the [information available](#) on Barrington's website or contact Town Hall directly.

#### **Municipal Office Administrator Caudle requested signatures for:**

**7:15pm.**

- Payroll Manifest for check date 11/27/19
- AP Manifest 2019-94 for check date 11/27/19

## **OLD BUSINESS**

### **Electronic Time and Attendance**

**7:15pm.** The Electronic Time and Attendance discussion was continued until the next meeting. Administrator MacIver shared that he was able to secure a 25% discount for the software purchase.

## **NEW BUSINESS**

### **Mallego Bridge Acceptance**

**7:17pm.** The Certificate of Final Completion of Work has been submitted by the builders of the Mallego Bridge Project. The crack in the bridge that had raised concerns during construction has been successfully remediated.

Motion to accept the Mallego Road Bridge by Chairperson Knapp, seconded by Selectperson Bailey. Ayer – Aye, Bailey – Aye, Knapp – Aye. ***The motion passed.***

### **NHDES Asset Management Grant**

**7:22pm.** The Board was asked to consider authorizing an article for the 2020 warrant to pursue a grant opportunity for \$30,000 to put towards GIS-based asset management within the Highway Department.

Motion to authorize the NHDES warrant article for a \$30,000 asset management grant by Chairperson Knapp, seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye. ***The motion passed.***

### **Young Road Causeway Culvert**

**7:23pm.** Following a recent removal of a beaver dam in the culvert, additional deterioration was recognized by the Highway Department. The Board was asked to authorize advertisement for engineering services related to the Young Road Culvert. Chairperson Knapp raised concerns about the method of putting engineering services out to bid. Administrator MacIver presented the option of opening a Request for Proposal and Qualifications as was done with the Richardson Pond Dam project, which will allow the Board to consider experience and options as well as cost.

***A consensus was given by the Board to approve putting together a proposal similar to the Richardson Pond Dam project.***

### SELECT PERSONS REPORT

**7:33pm.**

*Selectperson Ayer received feedback from the Conservation Commission meeting, where positive feedback was received following a review of educational information regarding timber harvest practices.*

*Selectperson Bailey had nothing to report.*

*Chairperson Knapp will attend a Planning Board meeting on December 3<sup>rd</sup>, where they will review a parking area for Wildlife Encounters, the new TurboCam development (from which he will abstain), an individual requesting a home business for antiques in their garage, as well as a request for a boundary line adjustment for commercial storage on 125.*

### PUBLIC COMMENT

**7:34pm.** Peter Royce added information in response to Selectperson Ayer's report; he does not believe the Town Forest has ever been cut. When it was established, a forester suggested it should be thinned, but to his knowledge nothing was done. Further, he asked if the engineering review is included in the upcoming budget.

Administrator MacIver explained there are multiple sources to pay for engineering services, but if it is possible to fund within the operating budget, that would be preferable. The project does not qualify for assistance from the State or FEMA. Chairperson Knapp asked for consideration for a dry hydrant to be added when the culvert is rebuilt, and for additional information about the culvert reaching a state of failure. Additional information will be presented at a later meeting.

*There were no further public comments. Public comment closed at 8:26pm.*

**ADJOURNMENT**

**8:27pm.** Motion to adjourn by Selectperson Bailey, Seconded by Selectperson Ayer. Ayer – Aye, Bailey – Aye, Knapp – Aye. ***The motion passed.***

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Chairperson A. Knapp

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Selectperson G. Bailey

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NOT PRESENT  
Vice-Chairperson T. Hardekopf

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Selectperson D. Ayer

\_\_\_\_\_  
NOT PRESENT  
Selectperson D. Hatch

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Date Minutes Were Approved

***THESE MINUTES WERE APPROVED BY THE SELECT BOARD AT THE DECEMBER 9<sup>TH</sup>, 2019 MEETING. A SIGNED COPY IS AVAILABLE AT THE TOWN HALL.***