



BARRINGTON, NH SELECT BOARD MINUTES

Monday, April 17, 2023

The Select Board meeting for Monday, April 17, 2023 began at 6:30pm. The meeting was held at the Barrington Town Hall, 4 Signature Drive, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Selectperson Mannschreck, Selectperson Saccoccia, Selectperson Cappiello, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator Caudle.

CALL TO ORDER, WELCOME NEW MEMBERS, ROLL CALL ATTENDANCE

6:30pm. Selectperson Mannschreck called the meeting to order, welcomed returning Select Board members Hardekopf and Saccoccia, and called for attendance.

Hardekopf – Present, Cappiello – Present, Gibson – Present, Saccoccia – Present, Mannschreck – Present.

REORGANIZATION OF SELECT BOARD

6:31pm. Selectperson Hardekopf spoke to a list of leadership qualities she had compiled and provided the list to the members of the Board. Citing the qualities on the list, the want for diversity, her skills, and what traits she would like to see on the Board, **Selectperson Hardekopf** nominated Selectperson Cappiello as Chair.

Selectperson Mannschreck nominated himself as chair of the Select Board.

Selectperson Saccoccia seconded the nomination of Selectperson Cappiello as Chair.

Selectperson Cappiello accepted the nomination. **Chairperson Mannschreck** called the vote. Hardekopf – Aye, Cappiello – Abstained, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. *The motion passed.*

Selectperson Hardekopf nominated Selectperson Saccoccia as Vice-Chair. **Selectperson Gibson** seconded the motion. Hardekopf – Aye, Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. *The motion passed.*

Chairperson Cappiello thanked Selectperson Mannschreck for his service as Chair.

PLEDGE OF ALLEGIANCE

6:40pm. Chairperson Cappiello led the Pledge of Allegiance.

AGENDA REVIEW AND APPROVAL

6:31pm. Selectperson Mannschreck motioned to add agenda item S to the Consent Agenda, the Barrington PTO Shoe Drive; **Selectperson Hardekopf** seconded. All aye. *The motion passed.*

Chairperson Cappiello requested the removal of the Homestead Subdivision from the Consent Agenda. **TA MacIver** shared the landowner had requested removal of the item from the agenda entirely.

Selectperson Hardekopf requested items A & B, prior meeting minutes, be removed from the consent agenda.

The Select Board agreed by consensus to the changes to the Agenda/Consent Agenda

PUBLIC COMMENT

6:42pm. *Public Comment is limited to three minutes per person, and 15 minutes total. Public Comment is not a discussion and commenters should not expect a response or two-way dialogue as the Select Board may not have discussed or taken a position on a matter. Chair Cappiello read the rules of Public Comment.*

6:43pm. *Public Comment opened.*

Dan Ayer – 334 Old Concord Turnpike – Requested agendas be made available for meetings.

Kenneth Grant – 372 Parker Mountain Road - spoke against the Town Energy Committee, which he dubbed “The Global Warming Church.” He requested proof Barrington is emitting greenhouse gasses. Additionally, he spoke against items in the library he stated are inappropriate and sexually exploit children.

John Huckins – Code Enforcement Officer – requested public comment be taken on establishment of Private Road Committee.

6:47pm. There were no additional public comments. *Public Comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

Jonathan Sardinha – Police Swearing-In

6:48pm. **Police Chief George Joy** introduced Officer Jonathan Sardinha, providing a background on his career, including his previous service in the US Coast Guard, the Town of Nottingham, and the Greenland Police Department. He is a certified Field Training Officer and will be utilized as a mentor for the Town’s less experienced officers once he has adapted to Barrington PD’s policies and procedures.

Chief Joy led the swearing-in, and Officer Sardinha’s badge was placed by his wife, Sarah.

State Representative – Len Turcotte

6:50pm. Representative Turcotte is a State Representative for District 4, including Barrington. He shared that he is now serving as chair of the Municipal and County Government Committee; 850 bills have come through the House this session, with 50 coming through this committee. One bill would have allowed a four-unit building on any single-family lot. Additionally, a bill was submitted regarding rent control, which also failed. A third bill would have mandated two accessory dwellings onto any property and was tabled at the last hearing.

HB 270, a bill Representative Turcotte sponsored, regarding County Commissioners. Strafford county is the exception, where all commissioners are at-large; this causes all commissioners to be from populous centers. Outlying communities are not represented as Dover, Rochester, and Somersworth generally has the popular vote. The submitted bill creates three districts. He spoke about the reasons to redistrict for the county commission, and provided a [district map](#) as well as a [spreadsheet](#) showing deviation.

Chair Cappiello asked Representative Turcotte to explain why there was not a bipartisan co-sponsorship? **Representative Turcotte** explained the bill is currently retained in committee and will need to be acted upon in that session. The goal is for three commissioners to be elected not at large but by district. At the request of **Selectperson Hardekopf**, **Representative Turcotte** confirmed districting will not be voted on by the voters, but at the representative's level, written into RSA, and Strafford's exception has been since the 70's.

Representative Turcotte explained a proposal to build a new county nursing home and reviewed the history of discussion for the \$170 million project.

Selectperson Hardekopf asked for clarification of the individuals expected to utilize the facility.

Selectperson Mannschreck asked Representative Turcotte to discuss the budget that was recently passed. **Representative Turcotte** expressed his displeasure of the proposed budget, believing a 19% increase is too high of an increase. The Senate has shared their intent to reduce the budget.

Selectperson Hardekopf asked about the increase in the county tax rate; **Representative Turcotte** stated he will provide numbers after he's had a chance to review notes. She further asked if revenues would offset the 19%? **Representative Turcotte** estimated 16% increase.

Selectperson Hardekopf clarified that would create a 3% gap in budget vs. revenue.

Selectperson Mannschreck shared per NHMA approximately 1/3 of the State's budget is federally funded. He also asked if HB 447 will be moving forward, along with SB 70 regarding replacement of AccuVote machines throughout the state.

Representative Turcotte will look into Select Board questions and respond as soon as possible with additional information.

School Board Liaison Report

7:24pm. The School Board representatives were unavailable for the meeting.

Issuance of a Building Permit on Mica Point Road, a Private Road, for George and Ellen Rose, Map 119, Lot 67

7:24pm. **Chris Berry** spoke to the project, which would include the addition of residential living space, which is a Category 3 project.

The applicants have agreed to make a \$2,500 contribution to road improvements consistent with the Town's Class VI and Private Road Building Policy; specifically, they will partially fund the replacement of a culvert, to be completed in the fall. The applicants have requested a waiver to allow payment for the work to the road association, which the Town's attorney has reviewed and recommended a simple contract between the Town, applicant, and Mica Point Road Association to ensure the \$2,500 is transferred and utilized for the agreed upon work.

Staff and the Planning Board support the waiver request.

The Board discussed there would be a contract between the parties and the funds would be spent in 2023.

7:28pm. Public Comment opened.

Daniel Ayer, 334 Old Concord Turnpike, asked if in the future he would need to go through this process for a project he has been working on? **TA MacIver** explained the best course of action is to speak with the building inspector about his specific case.

Selectperson Gibson asked if there was any issue with a contract? **TA MacIver** confirmed the Town's counsel had advised a simple contract would be acceptable.

7:30pm. There were no additional comments. Public Comment closed.

Motion to approve a waiver to allow the 10% (\$2,500) road improvement sum to be paid to the formally organized Mica Point Road Association with an accompanying contract and to authorize the issuance of a building permit for Map 119, Lot 67 on Mica Point Road by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. All aye. *The motion passed.*

CONSENT AGENDA

7:24pm. Items "A," "B," and "I" have been removed from the Consent Agenda. **Vice-Chair Saccoccia** requested removal of R. The PTO Shoe Drive request has been added to the consent agenda as item "S". **Chair Cappiello** thanked Tax Collector Linda Markiewicz for her efforts to conserve historical tax documents as well as her enthusiasm for same.

Motion to approve the Monday, April 17, 2023 Consent Agenda as amended by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. All aye. *The motion passed.*

A. Meeting Minutes February 27, 2023

Removed from the Consent Agenda, discussed under Removed from Consent Agenda

B. Meeting Minutes March 6, 2023

Removed from the Consent Agenda, discussed under Removed from Consent Agenda.

C. Previously Submitted/Signed Requests for Signature

- i. Accounts Payable Manifest 2023-211
- ii. Accounts Payable Manifest 2023-212
- iii. Accounts Payable Manifest 2023-213
- iv. Accounts Payable Manifest 2023-214
- v. Accounts Payable Manifest 2023-215
- vi. Payroll Manifest 2023-110
- vii. Payroll Manifest 2023-110 Fire
- viii. Payroll Manifest 2023-111
- ix. Payroll Manifest 2023-112
- x. Payroll Manifest 2023-113
- xi. Payroll Manifest 2023-114
- xii. Land Use Change Tax and Warrant for Map 234 Lot 31 Sublot 6
- xiii. Timber Tax Certification of Yield Taxes and Warrant for Map 251 Lot 3
- xiv. Timber Tax Certification of Yield Taxes and Warrant for Map 121 Lot 28
- xv. Intent to Cut for Map 270, Lot 3, Sublots 0, 2, 3, 5, 6, 7, 8, 9
- xvi. Intent to Cut for Map 112 Lot 38 (x2)
- xvii. Gravel Tax Levy for Map 222 Lot 12

- xviii. Intent to Excavate for Map 234 Lot 21
 - xix. Intent to Excavate for Map 206 Lot 15
 - xx. Intent to Excavate for Map 214 Lot 1
 - xxi. Class VI Agreement/Release for Map 224 Lot 72
 - xxii. Class VI Agreement/Release for Map 123 Lot 7
 - xxiii. Oath of Office – Peter Royce, Treasurer
 - xxiv. Oath of Office – Linda Markiewicz, Tax Collector
 - xxv. Oath of Office – Tiffany Caudle, Deputy Treasurer
 - xxvi. Oath of Office – Daniel Cassidy, Conservation Commission Member
 - xxvii. Oath of Office – Anne Melvin, Conservation Commission Alternate
 - xxviii. Oath of Office – Deborah Clough, Transfer Station & Recycling Center Committee Alternate
 - xxix. Oath of Office – Mona Lapierre, Transfer Station & Recycling Center Committee Alternate
 - xxx. Oath of Office – Brian Collopy, Recreation Commission Member
 - xxxi. Oath of Office – Jack Gale, Conservation Commission Member
 - xxxii. Oath of Office – Robert “Buddy” Hackett – Planning Board Member
 - xxxiii. Oath of Office – Bob Tessier – Planning Board Member
 - xxxiv. Oath of Office – Melanie Haley, Library Trustee Alternate
 - xxxv. Oath of Office – Alexandra Simocko, Zoning Board of Adjustment Member
 - xxxvi. Oath of Office – Matthew Towne, Strafford Regional Planning Representative
 - xxxvii. Strafford Regional Planning Commission Appointment Form
 - xxxviii. Issuance of a Building Permit on Castlerock Road, a Private Road, for Joseph Kuchman, Map 224, Lot 72.
 - 1. See attached, [20230417_ClassVIPR_App_224-72](#)
 - xxxix. 2023 MS232
 - xl. Administrative Abatement for Map 228, Lot 16
- Motion to authorize and sign the above-referenced documents (i-xl). - Passed on the Consent Agenda.*

D. New Requests for Signature

- i. Accounts Payable Manifest 2023-215
- ii. Payroll Manifest 2023-110

Motion to authorize and sign the above-referenced documents (i-ii). - Passed on the Consent Agenda.

E. Meeting Room Audio/Visual Project Completion

The Town’s previous IT company was selected to design and install the data, cabling, audio visual (A/V), security and door access in the new Town Hall. The Town’s IT company has now changed, with some items incomplete due to supply chain issues. The subcontractor (DGI Tech) has agreed to complete the scope and honor the [quoted price](#). The project is being funded by the \$125,000 generator and equipment grant from FEMA.

Motion to award the balance of the Town Hall A/V scope directly to DGI Tech (the original subcontractor) as presented, funded by the FEMA generator and EOC

equipment grant, and authorize the Town Administrator to sign. - Passed on the Consent Agenda.

F. Forestry Truck Slide-In Unit – Fire and Rescue Equipment Capital Reserve

At the September 12, 2022 meeting, the Select Board authorized the replacement plan for the Fire Department Forestry Truck. The first step of this plan included the purchase of a slide-in pump, water tank, and hose reel utilizing funds properly budgeted in the Fire and Rescue Equipment Capital Reserve. This slide-in unit was advertised for sealed bid and the Town received [four qualified bids](#). The low bid of \$12,560 from Kimtek Corporation was recommended.

Motion to award the Forestry Truck slide-in unit to the low-bidder, Kimtek Corporation, and to authorize \$12,560 from the Fire and Rescue Equipment Capital Reserve. - Passed on the Consent Agenda.

G. Police Department Lockers – Police Equipment Capital Reserve

The Police Department needs two additional lockers at a cost of \$2,765. They are requesting that the Select Board release funds from the Police Equipment Capital Reserve for this purchase.

Motion to authorize \$2,765 from the Police Equipment Capital Reserve for lockers. - Passed on the Consent Agenda.

H. Police Department Handgun Project – Police Equipment Capital Reserve

The Police Department is requesting the release of \$13,455.50 from the Police Equipment Capital Reserve for a planned expenditure regarding our PD handguns. As noted in our [replacement schedule](#), and discussed in the budget process last year, the Deputy Chief and TA MacIver planned on the addition of a “red dot sight” (RDS) system to our handguns. That total includes milling our firearms (and associated processes), the optic, and new holsters to accommodate the weapon system.

Motion to authorize \$13,455.50 from the Police Equipment Capital Reserve for the handgun project. - Passed on the Consent Agenda.

I. ‘The Homestead’ Lot Merger Clarification

Removed from Consent Agenda at the request of the developer, may be discussed at a later date.

J. Map 104, Lot 43 – Administrative Abatement – \$419

A property recently sold with an outstanding balance of property taxes owed due to a bounced check. We have taken many steps to secure payment from the former owner, but the Town attorney advises we must file a claim in court to continue pursuing the issue. The outstanding balance is \$419, and staff and counsel are recommending that the Select Board abate the taxes in lieu of spending more in legal fees to recover the funds. Moving forward, we will ensure checks have cleared prior to issuing confirmation about outstanding taxes.

Motion to authorize an administrative abatement in the amount of \$419 for Map 104, Lot 43 in lieu of filing a claim in court to secure the \$419 from the former owner. - Passed on the Consent Agenda.

K. Map 265, Lot 14 – Administrative Abatement – \$1,024

The Tax Collector recently identified a property in our system (Map 265, Lot 14) with no ownership records. This is a 0.49-acre land-locked parcel in southeast Barrington on the Lee border. Through extensive deed research, the Land Use Administrative Assistant was able to determine that the parcel was owned by the abutting property owner, Northern Nurseries. The Tax Collector has contacted the owner and they will be issued tax bills moving forward. At this time, there is a \$1,024 balance of taxes where no tax bill was sent, and we are recommending that the Select Board abate the taxes because we cannot recover the funds.

Motion to authorize an administrative abatement in the amount of \$1,024 for Map 264, Lot 14 for a property with previously unknown ownership. - Passed on the Consent Agenda.

L. 2023 Peeper Road Closure Request

The [28th Annual Greater Barrington Chamber of Commerce Peeper 5K Run/Walk](#) is scheduled for May 6, 2023.

Motion to authorize the road closures requested for the 2023 Peeper Race. - Passed on the Consent Agenda.

M. Lamprey Regional Cooperative Waste Disposal Rates

The Town maintains a membership with the Lamprey Regional Cooperative. One service provided by the organization is competitively negotiated waste disposal rate with Waste Management. Although the Town was able to secure more competitive rates, the Lamprey Regional Cooperative rates would be available to the Town in the future. Recently, the cooperative negotiated an extension through 2033.

- i. See attached, [Amendment Two Lamprey Cov Ltr 2023-03-22](#)
- ii. See attached, [2023 WM proposed fee change Amend 2](#)
- iii. See attached, [Amendment Two Lamprey Regional Fully Executed 2023](#)

Motion to ratify the Lamprey Regional Cooperative Amendment 2 and authorize the Town Administrator to sign. - Passed on the Consent Agenda.

N. Tax Record Preservation – Moose Plate Grant

Tax Collector Linda Markiewicz has been requesting funding through the Moose Plate Grants yearly to preserve historical tax records. She has [requested approval to apply in 2023](#) as well as authorization to sign any necessary documents.

Motion to authorize the pursuit of a Moose Plate Grant for tax record preservation and to authorize the Tax Collector to sign all accompanying documents. - Passed on the Consent Agenda.

O. Municipal Facility Energy Audit Grant – Community Development Finance Authority

The New Hampshire Community Development Finance Authority (CDFA) offers grant programs, including funds for energy audits of municipal facilities. These grants have a 25% match requirement. The Town's Energy Committee proposed the establishment of an Energy Capital Reserve, in part, to fund the 25% share of the energy audit. The Energy Committee recommends proceeding with the grant pursuit and requests that the Select Board use the Incident Fund as the 25% match. The anticipated cost is less than \$2,000.

Motion to authorize the pursuit of an energy audit grant from CDFA for an energy audit of the Recreation/Library building at 105 Ramsdell Lane and to authorize the Town Administrator to sign all accompanying documents. - Passed on the Consent Agenda.

P. Highway F550 and Equipment Purchase – Highway Heavy Equipment Capital Reserve

At the March 6, 2023 meeting, the Select Board waived the Purchasing Policy to allow the Road Agent to secure quotes for a new F550 truck since there were no responses to the sealed bid process. The Road Agent has sourced an F550 with a Summer 2023 delivery date which meets the Town's previously advertised specifications. The price is \$66,000 from McFarland Ford in Exeter. The [bid package for the 2023 one-ton equipment](#) was advertised in December and due in January. The Town received two responses; [HP Fairfield, LLC](#) and [Viking Cives](#). We have delayed in awarding the equipment package until we secured a truck to accompany the equipment. HP Fairfield was the low bid at \$73,495.

i. See attached, [Purchase F550 Road Agent Memo 20230403](#)

ii. See attached, [Purchase F550 Equipment Road Agent Memo 20230403](#)

Motion to award the purchase of a new F550 cab and chassis to McFarland Ford for \$66,000 and to award the F550 equipment bid to HP Fairfield for up to \$73,495, both from the Highway Heavy Equipment Capital Reserve. - Passed on the Consent Agenda.

Q. 2023 Excavator Rental Award

After completing the bid process, the Town received four bids for the annual Excavator rental. Road Agent Marc Moreau [recommends](#) awarding the bid to Milton Rents at a monthly price of \$3,800 and a six-month cost of \$22,800.

Motion to award the 2023 excavator rental to Milton Rents as recommended by the Road Agent. - Passed on the Consent Agenda.

R. Mallego Road Drainage

Removed from the Consent Agenda, discussed under Removed from Consent Agenda.

S. Barrington PTO Shoe Drive Fundraiser at the Transfer Station

The Barrington PTO is organizing a shoe drive. The shoe drive itself is for collecting new and used shoes to fundraise for the Barrington PTO, and the shoes go to an organization that supplies them to micro entrepreneurs in poor countries to sell to

support their families. They have asked to collect shoes at the Transfer Station on April 29, 2023.

Motion to allow the Barrington PTO to collect shoes at the Transfer Station during public hours on April 29, 2023 in a location and manner determined by the Transfer Station Administrator. - Passed on the Consent Agenda.

REMOVED FROM CONSENT AGENDA

Meeting Minutes

7:31pm. Meeting minutes for the previous two meetings, [February 27, 2023](#) and [March 6, 2023](#) were removed from the Consent Agenda at Selectperson Hardekopf's request.

Motion to approve the meeting minutes for February 27, 2023 and March 6, 2023 as presented by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Hardekopf – recused, Cappiello – Aye, Gibson – Aye, Saccoccia – Aye, Mannschreck – Aye. ***The motion passed.***

Mallego Road Drainage

7:31pm. This item was removed from the Consent Agenda at the request of Vice-Chair Saccoccia. The Select Board previously voiced support for accepting the open space in this development and utilizing it to improve drainage issues on the Road. The developer is moving forward with the drainage work within the development. This would ensure the work is all done at the same time by the same outfit without the need to disturb residents twice. The Road Agent explained and voiced support in the [Mallego Road Drainage Memo 20230405](#), and at the Select Board's request, estimated the cost at approximately \$85,000.

Motion to waive the Purchasing Policy and allow the site contractor selected for the Mallego Road Subdivision to install the two-interceptor structure and pipe at the same time as they install the subdivision drainage infrastructure. This scope would be at the Town's expense and under the direct supervision of the Road Agent by Selectperson Mannschreck.

Selectperson Hardekopf suggested the Board cap the expense at up to \$85,000; Selectperson Mannschreck agreed to the change to the motion. Selectperson Hardekopf seconded. All aye. ***The motion passed.***

TA MacIver shared that this item will come back to the Select Board regarding a funding source.

APPOINTMENTS

Transfer Station and Recycling Center Review Committee -Aubrey (Pat) Mead

7:37pm. Mr. Mead is [interested in continuing](#) with the Transfer Station and Recycling Center Review Committee as a full member after his term expired in March. A full appointment with a term expiring in 2026 is proposed.

Pursuant to the Select Board's Appointment Procedure, this application was presented for discussion at the March 6, 2023 meeting.

Motion to appoint Aubrey "Pat" Mead as a Transfer Station and Recycling Center Review Committee member with a term expiring in 2026 by Selectperson Mannschreck seconded by Vice-Chair Saccoccia. All aye. ***The motion passed.***

Conservation Commission - Daniel Cassidy

7:37pm. Mr. Cassidy was appointed to a full membership at the March 6, 2023 meeting. Following the meeting, he has clarified his intent was to be appointed to an alternate position.

Motion to accept his resignation as a full member and appoint Daniel Cassidy as a Conservation Commission alternate with a term expiring in 2026 by Selectperson Mannschreck seconded by Vice-Chair Saccoccia. All aye. *The motion passed.*

Conservation Commission - Gary Imbrie

7:38pm. Mr. Imbrie is seeking appointment as a full member of the Conservation Commission, after having served as an alternate. His term as an alternate expired in March. A term expiring in 2026 is proposed.

Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the May 8, 2023 meeting.

Conservation Commission - Paul Panish

7:38pm. Mr. Panish is seeking appointment as a full member on the Conservation Commission, his term having expired in March. A term expiring in 2025 is proposed. This was updated from an alternate appointment ending in 2026 today.

Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the May 8, 2023 meeting.

Recreation Commission - Steven Graves

7:40pm. Mr. Graves has served as full member on the Recreation Commission since 2021 and has requested to instead serve as an alternate member. A term expiring in 2026 is proposed.

Motion to accept his resignation as a full member and appoint Steven Graves as a Recreation Commission alternate with a term expiring in 2026 by Vice-Chair Saccoccia, seconded by Selectperson Hardekopf. All aye. *The motion passed.*

Recreation Commission - Matt Mooers

7:40pm. Mr. Mooers has served as an alternate on the Recreation Commission, with his appointment having expired in March. He is seeking appointment as a full member, and a term expiring in 2024 is proposed.

Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the May 8, 2023 meeting.

Zoning Board of Adjustment - Cheryl Huckins

7:41pm. Mrs. Huckins has previously served as a full member of the Zoning Board of Adjustment (ZBA), with her term having expired in March, and is seeking reappointment. A term expiring in 2026 is proposed.

Pursuant to the Select Board's Appointment Procedure, this application will be presented for a vote at the May 8, 2023 meeting.

STAFF REPORTS

April Work Anniversaries

7:42pm. TA MacIver presented the employees celebrating an anniversary in Barrington. Thank you for your dedication to the Town of Barrington!

George Joy	Police Chief	24 Years
John Boodey	Firefighter/EMT	20 Years
Debra Griffin	Town Clerk Assistant	12 Years

Linda Markiewicz	Tax Collector	10 Years
Chris Eldridge	Firefighter/EMT	10 Years
David Kinnison	Firefighter/EMT	7 Years
Cody Guile	Firefighter/EMT	4 Years
Henry Reznicek	Police Officer	2 Years
Adam Cook	Highway Crew	1 Year
David Scholtz	Highway Crew	1 Year
Joshua Stone	Highway Crew	1 Year

2023 Ballot Session Results – March 28, 2023

7:43pm. *TA MacIver* reviewed statistics of voting day, items that passed and those that failed. He also provided an analysis of warrant article tax rate impacts, in the hopes of considering Town support for items paid for through Unassigned Fund Balance vs. Tax Impact.

Selectperson Hardekopf pointed out Chief Walker had received more votes for Cemetery Trustee than any other article or individual.

2023 Kids Voting Booth

7:48pm. *TA MacIver* reviewed the results of the Kids Voting Booth. 264 kids came out to vote! Blue was confirmed as the 2024 dog tag color, “Rec it Ralph” for the Recreation van, and “Bulldog” for the new Highway truck. Staff plan to continue this vote each Town Election.

2023 First Quarter Financial Analysis

7:51pm. *TA MacIver* provided a [review of the first quarter finances](#) and explained why only 18% of the revenue has been collected (because the majority of State revenue is received in the fourth quarter).

Select Board Committee Assignments

7:51pm. At the May 8, 2023 meeting the Select Board chair will be announcing committee assignments for the year. Members are asked to express their interests to Chair Capiello ahead of that meeting.

Chair Capiello intends to continue with Planning Board, while Selectperson Hardekopf plans to continue with Zoning as she is the seated chair.

Selectperson Gibson expressed interest in continuing with Conservation. Energy, possibly adding the library. Selectperson Saccoccia is interested in Rec and Library, *TA MacIver* suggested he consider joining the Technology committee.

Selectperson Mannschreck would like ABC, Transfer Station, and the School Board, while Selectperson Gibson is interested in Energy, Trails, and Conservation.

Training Opportunities

7:58pm. The NHMA Local Officials workshop is available in person or virtually; the Select Board, though all experienced, are encouraged to attend. There is a Right-to-Know workshop on April 19th, A Hard Road Travelled, regarding road rules, is May 17th. An email regarding Land Use Conference was sent out today.

2023 Roadside Cleanup

7:57pm. The fifth annual Roadside Cleanup is on Saturday, April 22nd! Residents will be on roadsides and all are asked to take care and be safe.

Municipal Office Administrator Caudle

7:58pm. MOA Caudle listed the items requested for signature today, which were late requests. Included were:

- Three (3) Gravel Intents
- Three (3) Gravel Warrants
- One (1) Timber Warrant
- Administrative Abatement for Map 265 Lot 14
- Six (6) Land Use Change Tax
- Two (2) Notices of Intent to Cut Wood or Timber
- 2024 Forest Fire Deputy Warden Reappointment
- 2024 Forest Fire Deputy Warden Appointment
- Agreement between Town & NEPBA Local 240 (later DocuSigned)
- Three (3) oaths approved earlier this meeting

OLD BUSINESS**Knotweed Mitigation program**

7:58pm. The Select Board was asked to consider authorizing treatment for invasive Japanese Knotweed for a second year. Results from last year appear to be promising. Additionally, there were some outbreaks treated at the Town Garage due to contaminated ditching materials.

A letter will be sent to all affected residents. When the contractor is out spraying, the public is asked to not interrupt; there is a very limited time he is able to apply the chemicals.

Motion to authorize \$9,500 be paid to “Keep it Native LLC” for the 2023 Knotweed eradication program by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. All aye. ***The motion passed.***

2023 Revaluation/Partial Statistical Update

8:02pm. The Town’s assessments are at 75% of the market rate; the board expected a revaluation may be needed and prepared ahead. Sale prices are continuing to rise. All property categories are approximately 75% on average; this is important as anyone who is close to that average won’t have a significant change in actual taxes paid.

TA MacIver explained that the amount of taxes raised is decided by voters at Town Meeting and any effort to reduce taxes paid by residents should be done through budget development or expansion of exemptions and credits. He further explained that the goal of the property tax assessment process is to align assessments with fair market value to ensure each property owner pays an equitable share of the taxes approved at Town Meeting.

The Select Board and TA MacIver discussed the pros and cons of completing the update now vs. potentially putting it off a year or more.

Motion to authorize partial statistical update in 2023 by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. All aye. ***The motion passed.***

Class VI and Private Road Building Policy

8:17pm. At the October 3, 2022 meeting the Select Board agreed to consider forming a committee this April after reviewing the applications that came through the process in the interim.

8:19pm. Public Comment opened.

John Huckins, Code Enforcement Officer – shared all applications start in his office; explained some of the issues that are occurring in practice and that people are requesting a flat fee rather than a percentage of cost.

Daniel Ayer, 334 Old Concord Turnpike – Discussed the challenges in building at Castle Rock. The Town Engineer estimated a \$1.2 million cost, and the State shared endangered turtles were in the area. He objected to the taxes paid by individuals who are on private roads and do not receive road maintenance.

Dewayne Watson, Unified Builders/Boulder Drive - Agreed with the concerns brought up by John Huckins, shared his concern with the 10% cost. He supported a committee to review the policy.

8:32pm. There were no additional public comments. Public comment closed.

The Select Board discussed options of changing the policy, 10% vs a flat fee, etc.

John Huckins – pointed out financing is usually set before they come to the board. He now has a rapport with the road associations; the associations know what the issues are, so are able to give needs rather than the road agent. Road associations now have the power of an RSA to compel individuals to pay road association fees. He shared his appreciation for the concept of the policy, incremental improvement is happening.

Dan Ayer – Shared his opinion that people should know what they're getting into, what road association recommendations are; he supported taxpayer rights.

Selectperson Mannschreck suggested a group review the policy and suggest changes.

Fire Chief Rick Walker – Explained you cannot spend Town funds on a private/class vi road. Even sanding to remove fire trucks from a road after an incident, a taxpayer can file a complaint and will win. Situations have occurred where it was nearly impossible to remove a vehicle. The issue with this policy is that it doesn't address that some roads are impassible and shouldn't be built on.

Selectperson Hardekopf stated there are roads in town that will never be able to meet a standard for emergency services; she asked is it acceptable for the Town to turn down building permits for those roads?

The Board agreed Road Agent Marc Moreau, Fire Chief Rick Walker, and Code Enforcement Officer John Huckins would be essential staff members on this committee. Selectperson Mannschreck suggested builders be included. Selectperson Hardekopf shared her opinion that 10% should be on full value not construction of converted 3-season to 4-season properties. Selectperson Gibson wants to know allowable accommodations.

Staff will solicit applications to be reviewed at May 8th meeting, with a plan to update the policy by the end of October. Applications due by May 3rd at noon for SB consideration.

- Procedural changes/steps

- Private roads identified which shouldn't have additional building
- Fair application of policy of conversion
- \$ amount cap
- Reoccurring accommodations SB would accept

9:17pm. *Vice-Chair Saccoccia stepped out of the meeting.*

NEW BUSINESS

Pavement Management Plan 2023 Recommendations

9:19pm. This is year two of the Town's five-year plan for road improvements.

Motion to authorize year two of the Pavement Management Plan as proposed by Selectperson Mannschreck, seconded by Selectperson Hardekopf. Hardekopf – Aye, Cappiello – Aye, Gibson – Aye, Saccoccia – Not Present, Mannschreck – Aye. *The motion passed.*

2025 Town Meeting in May/July-June Fiscal Year Budget

9:20pm. TA MacIver explained the benefits of changing the Town Meeting date to May and moving to a July-June Fiscal Year Budget. Three of the last seven years were impacted by the weather. State law allows town meeting to be held the second Tuesday of April or May, also to change fiscal year from January to December and July to June. Developing an 18-month budget and how to pay for an additional six months are the two biggest challenges. Utilizing Unassigned Fund Balance would mean the Town is funded, but the Taxpayers are not going to need to pay an additional bill.

9:21pm. *Vice-Chair Saccoccia returned to the meeting.*

The Board discussed their support/opposition to the proposed change; Selectperson Hardekopf voiced opposition, while the others supported the proposal on various levels.

TA MacIver explained the School District would be able to develop their needs before the budget is developed if the fiscal year were changed and confirmed that the Treasurer's primary concern is the actual transition itself.

Formal Strategic Planning Session and Goal Setting

9:34pm. The Board discussed completing another strategic planning session, and if it would be helpful to establish goals in increments. The Select Board agreed to June 26th as a possible meeting date and approved an outside facilitator by consensus. **TA MacIver** encouraged all to submit requests for discussion.

Expanding Virtual Participation and Public Meeting Recordings

9:38pm. Vice-Chair Saccoccia and **Selectperson Gibson** encouraged expanding virtual participation and recordings at committee and commission meetings. **Selectperson Hardekopf** encouraged all members to attend updated Right-to-Know training as well as in how to conduct a public meeting. **TA MacIver** explained NHMA will be reviewing Right-to-Know with committees, commissions, etc. as soon as May. The three groups that staff will work with first are the Advisory Budget Committee, the Conservation Commission, and the Library Trustees. Each meet in a room where the technology is already available. Additional groups will be offered the opportunity, but barriers currently exist that will need to be remedied.

Selectperson Hardekopf encouraged an expansion of the celebration of employee's anniversaries to include a photo and small Facebook post.

SELECT BOARD REPORTS AND CONCERNS

9:42pm.

Selectperson Hardekopf – The ZBA met last month and meets again on Wednesday, approved two previous meeting minutes, and approved an extension request for a cell phone tower off Bumford Road. She believes a solar array variance will be reviewed at the next meeting.

Chair Cappiello – The Planning Board conditionally approved a three-lot subdivision; the Young Road subdivision reviewed at great length, had requests for several studies and additional specifications. The Housing Chapter of the Master Plan will be updated in 2023. The Planning Board meets again tomorrow (April 18th).

Selectperson Gibson – The Town Lands committee met on March 25th, the property behind Highway Department was discussed as well as possible synergy between Town Lands and Energy Committees. AJ Dupere is now chair of the Town Lands Committee. There was a presentation about municipal solar arrays at Energy Committee from Revision Energy at a meeting in April. At a future Select Board meeting Paul Panish will present Community Power aggregate. Conservation reviewed knotweed spraying and had a discussion regarding a wetland buffer approval tool.

Vice-Chair Saccoccia – There are new members; April vacation camp is being prepared. The annual fishing derby is upcoming.

Selectperson Mannschreck – ABC is not currently meeting, was unable to attend Transfer Station & Recycling Center meeting, discussion would have been roadside cleanup. The School Board meets tomorrow.

PUBLIC COMMENT

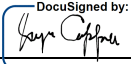
9:49pmpm. *Public Comment opened.*

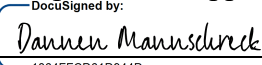
9:49pm. There were no additional public comments. *Public comment closed.*

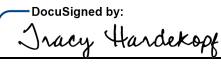
ADJOURNMENT


9:49pm. Motion to adjourn the April 17, 2023 Select Board meeting by Vice-Chair Saccoccia, seconded by Selectperson All aye. ***The motion passed.***

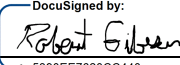
Additional information and links to all reviewed documents can be found in the [April 17, 2023 Town Administrator's Report](#).

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Chairperson J. Cappiello

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Selectperson D. Mannschreck

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Selectperson T. Hardekopf

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Vice-Chair J. Saccoccia

DocuSigned by:

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Selectperson R. Gibson

May 8, 2023

Date Minutes Were Approved