



BARRINGTON, NH SELECT BOARD MINUTES

Monday, January 23, 2023

This meeting was delayed 10 minutes due to inclement weather.

The Select Board meeting for Monday, January 23, 2023 began at 6:40pm. 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 Chairperson Mannschreck, Selectperson Gibson, Selectperson Cappiello, Town Administrator (TA) MacIver and Municipal Office Administrator (MOA) Caudle. Vice-Chair Bailey and Selectperson Saccoccia were excused.

CALL TO ORDER AND ROLL CALL ATTENDANCE

6:40pm. Chairperson Mannschreck called the meeting to order and requested attendance. Cappiello – Present, Gibson – Present, Saccoccia – Not Present, Bailey – Not Present, Mannschreck – Present.

PLEDGE OF ALLEGIANCE

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

AGENDA REVIEW AND APPROVAL

6:41pm. Motion to approve the January 23, 2023 agenda by Selectperson Cappiello, seconded by Selectperson Gibson. All Aye. *The motion passed.*

PUBLIC COMMENT

6:41pm. *Public Comment opened.*

6:42pm. There were no public comments. *Public Comment closed.*

PUBLIC HEARINGS AND INVITED GUESTS

School Board Liaison Report

6:42pm. School Board Chair Dave Gibson and Vice-Chair Carrie Neill were unavailable for comment this evening.

CONSENT AGENDA

6:43pm. Selectperson Cappiello noted on the meeting minutes for January 10, 2022, there was an incomplete sentence under Article 20. Motion to approve the Monday, January 23, 2023 Consent Agenda as presented, with the correction to the minutes by Selectperson Gibson, seconded by Selectperson Cappiello. All Aye. *The motion passed.*

A. Meeting Minutes January 10, 2023

Motion to approve the January 10, 2023 minutes [as amended] - Passed on the Consent Agenda.

B. Previously Submitted/Signed Requests for Signature

i. Employment Contract

- ii. Application for Current Use Assessment for Map 111, Lots 10 & 11
- iii. Accounts Payable 2023-203
- iv. Payroll Manifest 2023-102
- v. Payroll Manifest 2023-102-B
- vi. 2023-MS636 (Proposed Budget)
- vii. 2023-MSDTB (Default Budget)
- viii. 2023-Warrant
- ix. Administrative Abatement for Map 212, Lot 3, Sublot 1
- x. Timber Warrant for Map 224, Lot 49
- xi. Timber Warrant for Map 234, Lot 57
- xii. Timber Warrant for Map 234, Lot 57 Sublot 2
- xiii. Approved Meeting Minutes for December 5, 2023
- xiv. Approved Meeting Minutes for December 12, 2023

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

C. New Requests for Signature

- i. Accounts Payable 2023-204
- ii. Payroll Manifest 2023-103

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

D. Subdivision Greenhill Bridge Replacement NHDOT Bid Award

- i. The Greenhill Bridge replacement project was advertised in late 2022 and the Town received two proposals.
 - 1. Cold River Bridges, LLC - \$2,137,137.50
 - 2. CPM Constructors, Inc. - \$2,487,057.50
- ii. As an NHDOT State Bridge Aid project, 80% funding comes from the State. The State has authorized proceeding with the low bidder, Cold River Bridges.
- iii. In 2020, the Town established a Greenhill Bridge replacement non-lapsing account with \$400,000. The remainder of the Town's 20% will come from the Bridge and Culvert Capital Reserve.

Motion to award the Greenhill Bridge replacement project to Cold River Bridges for \$2,137,137.50 and to appropriate up to \$400,000 from the Greenhill Bridge Non-Lapsing account and up to \$50,000 from the Bridge and Culvert Capital Reserve. – Passed on the Consent Agenda.

E. Reaffirm Town Financial Policies

- i. The Town's most recent financial audit found that all of the Town's financial policies were consistent with best practices. They recommended no changes to the policies. That said, they recommended reaffirming the policies every three to five years. Consistent with that recommendation, the Select Board was asked to reaffirm the following policies: [Investment Policy](#), [Purchasing Policy](#), [Fixed Asset Policy](#), [Fund Balance Policy](#), [Deposit Policy](#), [Disposal Policy](#)

Motion to reaffirm the following financial policies: Investment, Purchasing, Fixed Asset, Fund Balance, Deposit, and Disposal. – Passed on the Consent Agenda.

F. Tax Map Maintenance Contract

- i. CAI maintains Barrington's tax maps and hosts the online GIS tax map tool. [The contract](#) runs from April through March. The cost of the annual contract

is \$4,600 for maintenance services, with an additional \$15.00 relating to property record cards.

Motion to approve the 2024 Barrington Maintenance Contract with CAI – Passed on the Consent Agenda.

G. Update Appointments to Boards Procedure

- i. [Updates to the procedures](#) include the addition of the Energy Committee and a requirement to complete the application using a legal name, which was requested by a concerned resident.

Motion to approve the updated Select Board Appointments to Boards Procedure as presented. – Passed on the Consent Agenda.

H. Plowing Conservation Parking Areas

- i. [The Barrington Trails Committee has requested](#) the Highway Department plow the Conservation parking lot as time and equipment allow. In 2019, the Select Board adopted a Highway Billing Policy which would require the Conservation Commission pay the Town (from the Conservation Fund) for these services at a rate of 140% of staff time plus FEMA equipment rates.
- ii. These lots will not be cleared until the day following storms, and overtime will not be utilized to accomplish the task.

Motion to authorize the Highway Department to plow Conservation parking areas as time and equipment allows. – Passed on the Consent Agenda.

APPOINTMENTS

6:43pm. There were no appointments.

STAFF REPORTS

January Work Anniversaries

6:43pm. TA MacIver presented the employees celebrating an anniversary in Barrington in the month of January at the January 10th meeting. Thank you for your dedication to the Town of Barrington!

Tyler Rand	Fire/EMS	14 Years
Cody Guile	Fire/EMS	6 Years
Erin O'Dea	Recreation Administrative Assistant	3 Years

2023 Town Meeting Information/2023 Warrant and Deliberative Session Preparation

6:43pm. TA MacIver provided information regarding the schedule of Deliberative Session, the expectations of the Select Board members, additional presenters, etc. The zoning articles may not be amended during Deliberative Session, but may be presented and discussed, typically at the end of the session. The petitioner will present all petitioned articles. The Select Board will take a vote on any articles that changed as well as the petitioned articles immediately following deliberative session.

NEW BUSINESS

2023 Warrant Information Postcard

6:52pm. Voters have repeatedly asked for the Town to produce a voter's guide, including location of the vote, where to find information about warrant articles, etc. Department Heads recently had a discussion and suggested an informational postcard be sent to all residents to help them to the warrant page and additional information, including how to vote absentee. Two to three weeks prior

to the voting session would be ideal for mailing. The Select Board supported an informational mailing; a vote was not necessary.

Road Naming Request – Gooseneck Lane to Sergeant Way

6:55pm. The Town recently received a request to change the name of Gooseneck Lane to Sergeant Way in honor of Jesse Sherill. A letter will be sent to residents regarding the request, inviting them to provide anonymous support or opposition, as well as inviting them to a discussion meeting the second Select Board meeting of February.

School Demographic Cost Share

6:56pm. The School Board recently discussed and decided to complete a [demography study](#) and have asked if the Town would consider sharing the cost. The total cost will be \$6,520. The Board discussed whether the information would be useful for planning purposes. TA MacIver explained the information would likely be shared regardless of the cost sharing, and if approved, would be paid from the Incident Fund.

Motion to fund half of the School's demographic study cost, an amount of \$3,260 by Selectperson Cappiello, seconded by Selectperson Gibson. All Aye. *The motion passed.*

Mica Point Speed Limit Reduction Request

7:03pm. A resident recently sent a [request](#) to reduce the speed limit on Mica Point Road. Currently the speed limit is 30 miles per hour; 25 miles per hour would be the lower limit per [RSA 265:63](#). Chairperson Mannschreck requested feedback from public safety, and the placement of the black box for speed information. Selectperson Cappiello requested additional resident feedback. Staff will gather the requested information and report back to the Select Board.

Transfer Station Trash Bag Price Increase

7:08pm. After evaluating the rising costs of municipal solid waste (MSW) and the Town's pay-as-you-throw model, the Transfer Station and Recycling Center Review Committee has [recommended a price increase](#) for transfer station bags. The price for resident's cost for trash bags has not changed since 1998. The cost is currently \$14 for a roll of large bags and \$9 for a roll of small bags. The proposal would increase the price to \$17 for large bags and \$12 for small bags, effective January 24, 2023 (immediately). TA MacIver reviewed revenue changes and how it impacts tax rates. The Transfer Station is primarily funded through user fees; as costs have increased significantly, the increase to user fees offsets the costs to prevent an increase in the tax burden of the Transfer Station.

Motion to support the recommendation of the Transfer Station and Recycling Center Review Committee and increase large bags from \$14 to \$17 and small bags from \$9 to \$12 effective January 24, 2023 by Selectperson Cappiello, seconded by Selectperson Gibson. All Aye. *The motion passed.*

Select Board Annual Report

7:14pm. The Select Board Annual Report is included each year in the Town Report. The Select Board was asked to review [the proposed report](#) and send any suggestions to TA MacIver as soon as possible.

SELECT PERSON REPORTS AND CONCERNS**7:15pm.**

Selectperson Cappiello – Had no updates from the previous meeting as the Planning Board did not meet.

Selectperson Gibson – The Energy Committee met last week, and discussed how they'd like to utilize their page on the Town's website to provide information for residents. There was also significant conversation about the power supplier for the Town.

Chairperson Mannschreck – There was no School Board meeting, and reports from the ABC and Transfer Station Committee so Chair Mannschreck had no updates.

TA MacIver provided an update on the zoning cases including a case that was withdrawn and one that held a hearing, as well as one that received a variance and another involving setback requirements due to a solar array being moved. He then shared that Recreation will be opening registration for summer camp on February 14th, and before/after care on March 11th.

www.barrington.nh.gov/recreation for more information. He later shared there was an additional variance on Mica Point Road.

Selectperson Cappiello said during the Zoning Board meeting, listeners couldn't hear speakers; would it be possible to add a microphone? TA MacIver explained mics have long been backordered and will soon be delivered. The new wireless mics should resolve the sound issues.

PUBLIC COMMENT

7:23pm. *Public Comment opened.*

7:23pm. There were no public comments. *Public comment closed.*

NONPUBLIC SESSION

7:24pm. Motion to enter nonpublic session for personnel and reputation by Selectperson Gibson, seconded by Selectperson Cappiello. All Aye. *The motion passed.*

Staffing Proposal – Police Department

7:25pm. The Select Board did not object to a Police Department staffing proposal. *No motion was made.*

Abatement Request

7:26pm. A resident requested the Select Board abate owed taxes to avoid deeding. The Board encouraged the normal tax collection process to continue, and for the individual to begin with a payment plan. *No motion was made.*

Warrant Articles

7:31pm. The Select Board reviewed Town counsel's feedback regarding proposed warrant articles. *No motion was made.*

Return to Public Session & Adjournment

7:42pm. Motion to exit non-public session by Selectperson Gibson, seconded by Selectperson Cappiello. All Aye. *The motion passed.*

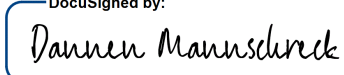
Chair Mannschreck reminded all Deliberative Session will be held Saturday, February 4th at Barrington Middle School at 9am, and a brief Select Board meeting will immediately follow.

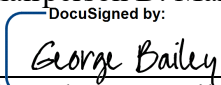
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7:42pm. Motion to adjourn the January 23, 2023 Select Board meeting by Selectperson Gibson, seconded by Selectperson Cappiello. All Aye. ***The motion passed.***

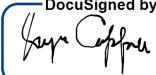
Links to all reviewed documents can be found in the [January 23, 2023 Town Administrator's Report](#).

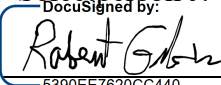
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Chairperson D. Mannschreck

DocuSigned by:

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Vice-Chair G. Bailey (Absent)

(Absent)

Selectperson J. Saccoccia

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Selectperson J. Cappiello

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Selectperson R. Gibson

February 13, 2023

Date Minutes Were Approved