



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

Monday, November 13, 2023

The Select Board meeting for Monday, November 13, 2023 began at 6:30pm. The meeting was held at Barrington Town Hall, 4 Signature Drive, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chair Cappiello, Selectperson Mannschreck, Selectperson Gibson, Selectperson Hardekopf, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle. Vice-Chair Saccoccia had been previously excused.

### **CALL TO ORDER, ROLL CALL ATTENDANCE**

**6:30pm.** Chair Cappiello called the meeting to order and requested Roll Call attendance.

*Hardekopf – Present, Gibson – Present, Mannschreck – Present, Saccoccia – Not Present, Cappiello – Present.*

### **PLEDGE OF ALLEGIANCE**

**6:31pm.** Chair Cappiello led the Pledge of Allegiance.

### **AGENDA REVIEW AND APPROVAL**

**6:31pm.** Chair Cappiello asked if any members of the Board objected to the agenda as presented.

With no objections, she requested a Roll Call for approval: *Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Cappiello – Aye. The motion passed.*

### **PUBLIC COMMENT**

**6:31pm.** Chair Cappiello read the rules of Public Comment.

**6:32pm.** *Public comment opened.*

Brian Weeden - Winkley Pond Road – Spoke to the discussion at the previous meeting regarding Cost Of Living Adjustments (COLA), and how it should be applied. He encouraged the Select Board to consider that new residents be charged for the necessary increases in budgets; and shared his opinion any new funding needed should be brought in by those individuals.

**6:36pm.** There were no additional public comments. *Public comment closed.*

### **PUBLIC HEARINGS AND INVITED GUESTS**

#### **School Board Liaison**

**6:36pm.** No members of the School Board were present.

#### **2024 Budget Presentation on Highways and Dams**

**6:36pm.** Marc Moreau, Road Agent, discussed significant budget changes. He noted the roads that had significant tree trimming previously had less cleanup needed during the winter. The older vehicles required a large amount of maintenance, and there is no one in-house who can maintain the vehicles as there was previously, causing the vehicle maintenance line to be increased from

\$65,000 to \$75,000. There has been significant progress with the knotweed on the Town's roadsides. Signs are being stolen at a record rate, especially 30mph signs and stop signs.

Overall costs of materials have been increasing, leading to an increase in anticipated costs and the budget. Road Agent Moreau spoke of the status of the Swains Lake Dam, and the need for upgrades and repairs.

Chairperson Cappiello thanked Road Agent Moreau for his work on the road maintenance program. Recently, two mechanic shops that the Highway Department has utilized have shut down, reducing the ability to repair and maintain vehicles further. The Town has been unable to hire an in-house mechanic.

Road Agent Moreau reviewed the proposed Warrant Articles:

Paving and Related Road Work Non-Lapsing Article (\$150,000) – This was increased at the suggestion of the TA and Finance Administrator after reviewing costs and use. This allows extra work to be completed as necessary and available.

Bridge and Culvert Capital Reserve (\$300,000) – Young Road culverts are in need of repair/replacement. This would bring the total funds to approximately \$897,000 in the account, and should allow for one replacement/repair. Grant funds are being investigated for these projects.

Highway Equipment Capital Reserve (\$300,000) – \$150,000 has been added most years, with \$200,000 added last year. Per Road Agent Moreau, by the time the Town pays for its next 2-ton truck, likely fitted in March, there will be approximately \$94,000 remaining in the capital reserve. There is a need to plan ahead for future equipment purchases. Road Agent Moreau suggested \$300,000 be included for 3 years, and then reevaluate for need. Roads are being added, not removed, so areas requiring repair and maintenance are only increasing.

Swains Lake Capital Reserve (\$200,000) – The current needs for the lake are to repair gate box and riprap dam; the intent is to repair the gate box in the fall of 2024.

ABC Vice-Chair Steve Saunders shared the ABC supported the proposed budget if the means are available; however, if cuts are needed, they will likely support adjustments to the Highway/Dams budgets. TA MacIver discussed the pros and cons of leased equipment.

### **2024 Budget Presentation – Transfer Station and Recycling Center**

**7:32pm.** Transfer Station Administrator Erin Paradis presented the [2024 proposed budget](#) for the Transfer Station and Recycling Center. The cost and benefit of maintaining year-round hours were discussed, as the data has shown that the busiest time for the Transfer Station/Recycling Center is December to January, when there are reduced hours. Increased costs include employee wages (to increase hours), dues/fees, training, hauling fees, and recycling. Budget decreases include electronics removal and bulky waste.

In 2023, the Municipal Solid Waste (MSW) building was renovated with pest control implemented. Since the renovation, there have been no reports of rodents.

The annual Roadside Cleanup brought in 100 volunteers, and 1,800 lbs of trash were removed from the roadsides in Barrington. The next Roadside Cleanup is scheduled for April 20<sup>th</sup>, 2024.

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60% of the costs of the Transfer Station & Recycling Center are funded through fees. The ABC and Transfer Station will have a joint meeting and will discuss a goal for user fees vs costs as well as strategies to meet the goal.

Waste Management and a possible expansion were discussed, as well as waste diversion strategies and resident education.

A feasibility study is being conducted by CMA, and the final document and presentation is expected in March 2024. After the results are available, methods for funding recommendations will be evaluated.

Don't Trash Barrington cleans up the roadsides in Barrington regularly; Erin is able to provide special blue bags for cleanup as well as a letter for clarification. Selectperson Hardekopf reminded all the library has vests and pickups available for checkout.

The Transfer Station and Recycling Center Committee was partially founded as so many residents voiced their wish for a swap shop. Volunteers and a separate building would be needed. Currently, staff encourage other options before an item is thrown out, including offering it online and leaving it at the end of their driveway.

ABC Chair Steve Saunders explained the ABC's belief the warrant article would be more successful with additional details and a well-defined purpose.

### **CONSENT AGENDA**

**8:09pm.** *Motion to approve the Monday, November 13, 2023 Consent Agenda items "A-C" by Selectperson Mannschreck, seconded by Selectperson Gibson. Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Cappiello – Aye. **The motion passed.***

#### **A. Previously Signed/Submitted Requests for Signature**

- i. Voluntary Change of Address Form – Map 270 Lot 3-4

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

#### **B. New Requests for Signature**

- i. Accounts Payable Manifest 2023-246
- ii. Payroll Manifest 2023-145
- iii. Payroll Manifest 2023-145B (Fire)

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

#### **C. Public Safety Building Cabling Project**

- i. The Technology Committee has recommended to consolidate the networking equipment on the Police Department side of the Public Safety Building as the space is secured, ventilated, and conditioned. Funds are available in the General

Government Buildings Equipment budget line. [Target Communications, Inc.](#) provided a proposed scope of work and quote for the consolidation.

*Motion to authorize proceeding with the cabling project as recommended by the Technology Committee. - Passed on the Consent Agenda.*

### **APPOINTMENTS**

**8:09pm.** There were no appointments for consideration.

### **STAFF REPORTS**

#### **November Work Anniversaries**

**8:09pm.** Work Anniversaries for November were presented at the November 6, 2023 Select Board Meeting. Thank you for your service to the Town of Barrington!

#### **Tax Bill Insert – Bills Due December 18, 2023**

**8:09pm.** Tax Bills will be mailed on November 15, 2023, and due on December 18, 2023. An [informational insert](#) will be included with each bill.

#### **Joint Advisory Budget Committee and Transfer Station and Recycling Center Review Committee Meeting**

**8:12pm.** A joint ABC and Transfer Station & Recycling Center Review Committee will be scheduled for later in the month. Information from the meeting will be presented at a later date.

#### **Federal Shutdown Concerns**

**8:12pm.** Concerns have been raised about how a federal shutdown could impact municipal services. At this time there is no indication municipal services would be affected. The State may have some impacts but recently shared they would not be severely affected by a short-term shutdown. State administered, federally funded services would be most likely to be impacted.

#### **Municipal Office Administrator Caudle**

**8:12pm.** MOA Caudle requested two signatures on Voluntary Address Change forms for properties currently on Hansonville Road, to be changed to the newly formed “Yonder Way.”

### **OLD BUSINESS**

#### **Proposed Library Purchase and Sale Terms**

**8:16pm.** The Select Board directed the Town Administrator to negotiate a purchase and sale agreement to acquire the property at 436 Calef Highway, with the proposal to be presented in March of 2024 to voters as the site of the new Town Library. The Purchase and Sale draft has been completed for the Select Board’s review. The purchase price would be \$1,000,000, with a refundable (minus \$100) deposit of \$20,000 to be funded by the Barrington Library Foundation. Closing would be completed by September of 2024, and a deed restriction would be in place that the property could not be used or sold for use as a medical facility, unless municipal Fire/EMS.

Motion to approve the terms of the Purchase and Sale with a \$20,000 deposit, abatement of taxes, or a combination thereof for 426 Calef Highway subject to Town Meeting approval and to authorize the Town Administrator to sign all accompanying documents by Selectperson

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Mannschreck, seconded by Selectperson Hardekopf. Roll call vote: *Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Cappiello – Aye. The motion passed.*

## NEW BUSINESS

### Advisory Budget Committee Scope/Charge

**8:23pm.** The Advisory Budget Committee (ABC) recently discussed the scope of their involvement regarding policy decisions and their financial impacts. There are times when the ABC is unsure if their deliberations are appropriate on certain subjects. The ABC has requested guidance on the expected scope/charge of the ABC. If something is finance related but not budget related, should the ABC weigh in?

After discussion, the Select Board agreed the ABC should only offer non-policy recommendations on those warrant items which impact the Town's budget. The Select Board will review a list of warrant articles later this month and share which items ABC feedback is requested.

### SELECT BOARD REPORTS AND CONCERNS

**8:33pm.**

**Selectperson Hardekopf** – There was a housing meeting today. The final count is 498 survey respondents. 49% of responding Barrington residents have lived here 10+ years. There was a clear bell curve for survey respondents in age categories. There will be one additional meeting before a plan is drafted. The Board discussed the importance of visuals to getting information to the public.

**Selectperson Gibson** – Shared he did not have much to report. The Conservation Commission met, but no reviews occurred. They discussed the water district.

**Selectperson Mannschreck** - Tim Hatfield was selected from four candidates as an appointed school board member. There is a 6.4% increase in the proposed budget, mostly personnel costs, inflation costs, new hires. Meeting tomorrow for ABC at 4:30 tomorrow.

**Chair Cappiello** – Planning Board continued most items to December. Approved items were an application for two 48-panel solar trackers as well as the addition of a residential space above a commercial property. There is a conceptual review for 160 proposed dwellings at the Planning Board meeting tomorrow.

### PUBLIC COMMENT

**8:41pm.** *Public Comment opened.*

**Susan Gaudiello** – 528 Franklin Pierce Highway, Library Trustee Chair – Shared the support and excitement for this project as well as for funding of the deposit. She questioned the Select Board possibly needing to accept the funds at a public hearing and follow the appropriate statutory process, with the Board and TA MacIver discussing. She also shared that starting the next meeting, the Library Trustees meetings will be recorded.

**8:41pm.** There were no additional public comments. *Public Comment closed.*

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**NONPUBLIC SESSION**

**8:46pm.** Motion to enter nonpublic session pursuant to [RSA 91-A:3 \(II\)\(d\)](#) for the purpose of land by Selectperson Mannschreck, seconded by Selectperson Hardekopf. Roll Call Vote: *Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Cappiello – Aye. The motion passed.*

Present in nonpublic session were Chairperson Cappiello, Selectperson Mannschreck, Selectperson Gibson, Selectperson Hardekopf, TA MacIver, and MOA Caudle.

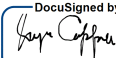
**8:48pm.** In the non-public session, recent progress in plans for a possible Town property acquisition were discussed, as well as funding options and outreach.

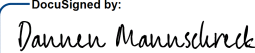
Motion to exit nonpublic session by Selectperson Mannschreck, seconded by Chairperson Cappiello. Roll Call Vote: *Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Cappiello – Aye. The motion passed.*

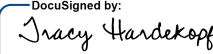
**ADJOURNMENT**

**9:15pm.** Motion to adjourn the November 13, 2023 Select Board Meeting by Selectperson Mannschreck, seconded by Selectperson Hardekopf. Roll Call Vote: *Hardekopf – Aye, Gibson – Aye, Mannschreck – Aye, Cappiello – Aye. The motion passed.*

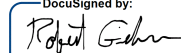
*Additional information and links to all reviewed documents can be found in the [November 13, 2023 Town Administrator's Report](#). The next meeting will be held on November 27, 2023.*

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 Chairperson Joyce Cappiello

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 Selectperson D. Mannschreck

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 Selectperson T. Hardekopf

Vice-Chair J. Saccoccia

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 Selectperson R. Gibson

12-7-2023  
 Date Minutes Were Approved