

TOWN OF SEABROOK

SELECTMEN'S MEETING

APRIL 1, 2019

Present: Aboul B. Khan
Theresa A. Kyle
Ella M. Brown
William Manzi

10:00AM

Mrs. Brown opened the meeting at 10:00AM.

MONTHLY MEETING - WATER SUPERINTENDENT

Curtis Slayton was present for his monthly report (see attached). Mr. Khan asked how they collect the money on the damages to the fire hydrants. Mr. Slayton explained they are submitted to the insurance company and as long as the damage is more than \$1000 whether or not there is another insurance involved our insurance company handles. If it is less than \$1000 in damages then he has to handle it in his office. They hydrant is compromised and will be for a while due to the ground being frozen. They do notify the fire department when a hydrant is out of service.

Mr. Khan is requesting more oversight for new businesses where there is water aquifer protection areas.

MOTION: Aboul B. Khan
Second: Theresa A. Kyle
Unanimous

To give the town manager the authority with input from the water superintendent and bring a recommendation back to the board.

WATER SANITARY SURVEY LETTER

Mr. Slayton said he is very proud of this report and letter. He said George Eaton is right on top of this and after talking with employees they all stepped up to make sure they received a good report. He said the staff did all the work and he is fortunate that he gets to read this report.

The Board of Selectmen thanked the entire crew for this great report. Mr. Manzi said this is not the first time they have received good news on this department and he would like to thank both Curtis and George for their hard work.

MEETING - FIRE CHIEF - AMBULANCE WRITE DOWNS

Chief Bill Edwards was present. He said the non-resident write down is \$48,999.06 and the resident write down is \$106,803.40 for a total of \$155,802.46 for 2018.

Mr. Manzi said he will have a final report on the revenue and write downs for the meeting on April 15. The residents are not balance billed and all ambulance calls are treated the same from a non-emergency to an actual emergency.

Mr. Khan asked about mutual aid calls. Chief Edwards said he can run it anytime but they make money on those calls. Mr. Manzi said he would provide this report as well.

MOTION: Theresa A. Kyle To approve the total
Second: Ella M. Brown write down amount.
Unanimous

HOMELAND SECURITY GRANT

Chief Bill Edwards was present and said the secretary at the fire department, Kelly McDonald, found this grant which is for a stationary electronic sign. They originally were getting one but they have actually received two signs. The first sign he thought would be best served at the community center so they can display messages to the public. He has not determined a location for the second sign but that doesn't need to be decided today.

MOTION: Ella M. Brown To approve the grant
Second: Theresa A. Kyle for both signs.
Unanimous

Mr. Khan thanked Kelly McDonald for finding this grant and said the department does a great job.

PREVIOUSLY SIGNED PERMITS

Mr. Khan read the list of permits (see attached).

2018 TAX ABATEMENT REFUNDS

Stephanie Samaras - 545 Hudson Street - \$275.81
David Janvrin - 25 Perkins Avenue #21 - \$532.52
Thomas & Lori Barry - 183 South Main Street - \$428.27
Claire Adams - 7 Haverhill Street - \$931.32

Angela Silva was present and said these are normal tax abatements and come before the board to approve.

MOTION: Theresa A. Kyle To approve and sign all
Second: Aboul B. Khan 2018 tax abatement
Unanimous refunds.

2018 TAX ABATEMENT

Lisa Gasparina - 25 Perkins Avenue #91 - \$491

MOTION: Ella M. Brown To approve and sign the
Second: Aboul B. Khan 2018 tax abatement.
 Unanimous

8 ELDERLY EXEMPTIONS

Mrs. Kyle commented the asset limits were changed at town meeting but she feels some have substantial assets and this should be looked at. Mr. Khan suggested having a work session to discuss these issues.

MOTION: Aboul B. Khan To approve and sign all
Second: Ella M. Brown 8 elderly exemptions.
 Unanimous

5 DISABILITY EXEMPTIONS

MOTION: Aboul B. Khan To approve and sign all
Second: Ella M. Brown 5 disability exemptions.
 Unanimous

Mrs. Kyle commented that they could take both exemptions if they qualify even with the high assets.

VETERAN'S EXEMPTIONS

Paul Cronin - 35 Tricia Street
 Meire Araujo - 6 Viola Circle
 Elizabeth Synan - 15 Pineo Farms Road

MOTION: Ella M. Brown To approve and sign all
Second: Theresa A. Kyle veteran's exemptions.
 Unanimous

WATER SERVICE APPLICATIONS

Dean Kokanos - 77 Ocean Drive - \$100
 Tullson Realty LLC. - 8 Chase Park Road - \$5200
 Ann Prendergast - 10 Tyngsboro Street - \$100

MOTION: Theresa A. Kyle To approve and sign all
Second: Aboul B. Khan water applications.
 Unanimous

SURPLUS REQUEST - TOWN HALL & RECREATION CENTER

Mrs. Brown asked if the score board could be used at the football field as there isn't one there. Mr. Manzi said they would look into it and see if it could be utilized within town.

MOTION: Theresa A. Kyle To approve the request
Second: Aboul B. Khan to surplus.

Unanimous

AMUSEMENT DEVICE LICENSE

NH1 Motorplex, LLC. - 270 Lafayette Road

MOTION: Theresa A. Kyle To approve and sign the
Second: Ella M. Brown amusement license.
Unanimous

REQUEST FOR USE OF SHOOTING RANGE - HUNTER EDUCATION

James Goldthwaite was present and said they have been holding hunter education courses for 50+ years and he has been an instructor for 50 years. Last year there was a police officer present during the time they were shooting.

Mr. Manzi said the board did approve this last year and they notified Kensington. He said they do not need Kensington's approval but they do notify them of what is going on.

Kensington's Police Chief spoke and said he has no issue with holding hunter education and he is willing to work with the town for the other things.

He was invited to attend the next meeting of the shooting range committee.

MOTION: Aboul B. Khan To approve the request
Second: Ella M. Brown subject to the police
Unanimous chief providing a
Seabrook officer during
the class.

APPOINTMENT - NRC MEMBER - ARLEIGH GREENE

Mr. Manzi read his memo to the board on having Arleigh Greene serve as the member to the NRC committee.

MOTION: Ella M. Brown To approve and sign the
Second: Theresa A. Kyle appointment.
Unanimous

QUESTIONS/COMMENTS

The board attended the soft opening of Yankee Greyhound and it was very nice. They are willing participants to the community for charitable events. It's great to see this facility be refurbished and utilized. If NH approves casino gambling this is going to be a great economic asset to the town. Mr. Khan said they provide a good amount of money to our scholarship fund and many children in town take advantage of this. They also

will work with the Lion's Club who do great work for Seabrook residents.

NON-PUBLIC SESSION

<p><u>MOTION</u>: Ella M. Brown Second: Theresa A. Kyle Unanimous</p>	<p>To go into non-public session under RSA 91-A:3 II (c) personnel at 11:03AM.</p>
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Roll call:
 Mr. Khan - yes
 Mrs. Kyle - yes
 Mrs. Brown - yes

<p><u>MOTION</u>: Aboul B. Khan Second: Theresa A. Kyle Unanimous</p>	<p>To seal the minutes of 4/1/19 as recommended by the town manager.</p>
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<p><u>MOTION</u>: Aboul B. Khan Second: Theresa A. Kyle Unanimous</p>	<p>To adjourn the meeting at 12:30PM.</p>
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Approved and endorsed

Ella M. Brown, Clerk

Date: _____

TOWN OF SEABROOK BOARD OF SELECTMEN

AGENDA

April 1, 2019

Open Meeting at 10:00 A.M.

TURN CELL PHONES TO VIBRATE OR OFF PLEASE PLEDGE OF ALLEGIANCE

MEETINGS

- 1.) Monthly Meeting - Water Superintendent
Letter from DES on Water Sanitary Survey
- 2.) Meeting Fire Chief- Ambulance Write Downs
- 3.) Acceptance of Homeland Security Grant- Electronic Signs

NEW BUSINESS

- 1.) Question of review of previously signed permits.
- 2.) Question of approving 2018 tax abatement refunds for Stephanie Samaras - 545 Hudson Street - \$275.81, David Janvrin - 25 Perkins Avenue #21 - \$532.52, Thomas & Lori Barry - 183 South Main Street - \$428.27, Claire Adams - 7 Haverhill Street - \$931.32
- 3.) Question of approving 2018 tax abatement for Lisa Gasparina - 25 Perkins Avenue #91 - \$491.
- 4.) Question of approving 8 elderly exemptions.
- 5.) Question of approving 5 disability exemptions.
- 6.) Question of approving veteran's exemptions for Paul Cronin - 35 Tricia Street, Meire Araujo - 6 Viola Circle and Elizabeth Synan - 15 Pineo Farms Road.
- 7.) Question of approving water service applications for Dean Kokanos - 77 Ocean Drive, Tullson Realty LLC. - 8 Chase Park Road and Ann Prendergast - 10 Tyngsboro Street.
- 8.) Question of approving surplus request for town hall and recreation center.
- 9.) Question of approving amusement device license for NH1 Motorplex, LLC. - 270 Lafayette Road.
- 10.) Question of approving request for use of shooting range for hunter education.

QUESTIONS/COMMENTS

Board of Selectmen on any boards and/or committee meetings they have attended.

NON-PUBLIC SESSION

RSA 91-A:3, II (c) personnel

Seabrook Water Department

PO Box 456
Seabrook, NH 03874
(603)-474-9921

MEMORANDUM

To: Board of Selectmen

Cc: William Manzi III; Town Manager

From: Curtis Slayton; Water Superintendent

Date: March 22, 2019

Subject: Monthly Report for January 14th to Date

Below is a list of activities ongoing and completed by the Water Department staff since the last report.

- Responded to 142 requests for service to include water turn on/off, inspections and meter repairs.
- Responded to 44 dig safe requests.
- 26,583,000 gallons of treated water was pumped into the distribution system in January, 26,651,000 gallons in February.
- Water department vehicles were all state inspected.
- 6 fire hydrants were hit by cars over the last few weeks. 3 of them need to be completely replaced. The hydrants in front of 30 Folly Mill Rd and 56 Worthley Ave. have been replaced. The one in front of 919 Lafayette Road and well #5 have been repaired. Repairs are ongoing and car owners and insurance companies are being billed.
- Water Department personnel have been and will continue to locate Water Department infrastructure with the GIS equipment.
- Water Department personnel have been taking classes for certification renewal.
- Pump maintenance completed at water treatment facility.
- SCADA computers and software have been upgraded in process area.
- Painting at wells 5, 5.1, 5.2
- Assisted police department with ground maintenance around police station.
- Cleaned chemical rooms at treatment facility.
- Brass cleaning around treatment facility
- Painted the bed of #64 truck
- Under coated trucks with fluid film.
- Cleared snow from around hydrants as needed

- Meter reads were completed the first of every month.
- Meter testing of small meters at well #5
- Bacteria samples were completed the first two weeks of the month.
- Snow removal, when needed

Respectfully submitted



Curtis Slayton, Water Superintendent

SEABROOK WATER DEPARTMENT

Water Delivered

Year: 2019 Month: January

Gravel Packed Wells

1: 4,144,000

3: 179,000

7: 4,525,000

Plant: 17,735,000

Total: 26,583,000

Previous Month / Year	<u>Jan-18</u>	Total	<u>29,779,000</u>
Previous Month / Year	<u>2017-Jan</u>	Total	<u>23,686,000</u>

Respectfully submitted: George M. Eaton Chief Op

Date: 2/4/2019

SEABROOK WATER DEPARTMENT

Water Delivered

Year: 2019 Month: February

Gravel Packed Wells

1: 1,593,000

3: 3,751,000

7: 501,000

Plant: 20,806,000

Total: 26,651,000

Previous Month / Year February18 Total 26,576,000

Previous Month / Year 2017 Feb Total 22,016,000

Respectfully submitted: George M. Eaton Chief Op

Date: 3/5/2019

**LIST OF ITEMS SIGNED BY BOARD OF SELECTMEN
FOR MEETING ON APRIL 1, 2019**

PARADE/MEETING PERMIT

Teen Challenge NH - May 2-4, June 20-22, July 11-13 & Sept. 12-14 at Circle K
Great Strides Cystic Fibrosis Foundation - May 19 from 9:30AM - 2PM

RAFFLE PERMIT

Raymond E. Walton Post 70 - 169 Walton Road - Friday Nights
American Legion - 169 Walton Road - Wednesday Nights

RENEWAL BUSINESS LICENSES

5 business licenses have been renewed

278 South Main Street
Seabrook, NH 03874
March 25, 2019

Office of the Seabrook Town Manager
Seabrook Town Offices
99 Lafayette Rd.
Seabrook, NH 03874
Dear Town Manager and Selectmen,

Request for Use of town Shooting Range on April 13, 2019 8 AM until Noon

We are planning to teach a New Hampshire Hunter Education Class for April 2019. This Class will be taught at the Seabrook Community Center on 4 Monday and Wednesday evenings April 8, April 10, April 15, and 17. Students will be taught Wildlife Conservation, New Hampshire Game Laws, Hunter Ethics, Game Identification, Principles of Firearms safety, How firearms, Muzzle loading guns, crossbows and Bows work and other topics that can be taught in a classroom. However there are certain things that must be taught by doing like actually handling and firing firearms in a safe manner. Therefore there is a field day attached to every New Hampshire Fish and Game Hunter Education class where the students are required to show the instructors what they have learned in the classroom. They must know how to walk in the fields and woods with a firearm under various conditions, make shoot /don't shoot decisions and how to follow a blood trail and take compass readings. They must know how to load, fire, and unload firearms safely. Therefore we have scheduled a field exercise for Saturday April 13, from 8 AM until around Noon for the field test and live firing and handling of firearms.

Each student in a New Hampshire Hunter Education / Bow Hunter Course MUST fire 10 .22 long rifle rimfire rounds in a New Hampshire Fish & Game Department owned .22 rimfire bolt action rifle at a target loading, firing, and unloading one round at a time. This is a maximum of 400 shots if we have the maximum number of 40 students. We will probably have less. We will be setting up the live firing about 25 yards from the high South bank. Each student will be given 1 round at a time and will load fire and unload before getting the next round. Live firing will be carefully watched by 2 instructors.

We have been told that the Selectmen have closed the Shooting Range at the well fields on Route 107. We have been privileged to use this range since it was made for the Seabrook Police and the citizens of Seabrook in the 1980s. We therefore ask that some arrangements be made so we can hold our field day at the Seabrook shooting range on April 13, 2019, 8:00 AM until Noon.

For any questions or concerns please contact Chief Instructor James M Goldthwaite at (603) 474-9917.

Respectfully,



Chief Instructor James M Goldthwaite 278 South Main Seabrook N.H. (603) 474-9917

Assistant Chief Instructor James Sanborn III Browns Lane Seabrook N.H. (603) 474-2194

**New Hampshire Fish & Game Department
11 Hazen Drive, Concord, NH, 03301**

NEWS & INFORMATION FIREARM HUNTER EDUCATION / BOW HUNTER EDUCATION COURSE ANNOUNCED

CONCORD- The Seabrook area Hunter Education Course will begin on Monday, April 8, 2019, at the Seabrook Recreation Center, 311 Lafayette Rd. (Rte. 1) Seabrook NH. This Course will be held on four Monday and Wednesday evenings April 8 to April 17, from 6:00 PM to 9:00 PM plus a field day on Saturday April 13 from 8:00 AM until 1:00 PM. The minimum age is 12 years old and the cost will be \$5.00. Preregistration is required. You must register ONLINE at www.wildlife.state.nh.us by April 8, 2019.

In New Hampshire a would-be hunter must show either an old hunting license or a certificate of completion from a Hunter Education Firearm / Bow Hunter Education Course in order to purchase a hunting license from an authorized agent. This law affects hunters regardless of age, years of hunting experience, or military training.

The Hunter Education Course includes instruction in safe handling of firearms and archery equipment, outdoor safety techniques, including map and compass use, survival skills, and medical self help. The course also teaches students the principles of game management and identification, as well as New Hampshire game laws, and hunter ethics. A written examination and field test will be required.

This course will be taught by Jim Goldthwaite 603-474-9917, Bill Moore, Jim Sanborn, Darren Simonelli, Tom Small, Bruce Small and Jim Scott Sanborn of Seabrook, NH plus other area N H Fish and Game Dept. certified instructors.

Visit our web site www.wildlife.state.nh.us

This program is made possible by dedicated volunteers and funds provided by Wildlife Restoration Act.

4 Monday and Wednesday evenings from 6:00 PM to 9:00 PM April 8, April 10, April 15, April 17, 2019 PLUS SATURDAY Morning 8 AM until 1 PM April 13, 2019
PREREGISTRATION REQUIRED. Register online at www.wildlife.state.nh.us by April 8, 2019

June 28, 2017

jporter@rowleyagency.com

Fish & Game Hunter Education
% The Rowley Agency
139 Loudon Road, PO Box 511
Concord, NH 03302-0511

RE: VIS - Volunteers Insurance Service

We are pleased to enclose the volunteer documents, which provide a brief overview of the attached policy(s) provisions, benefits, exclusions and limitations.

Please keep the attached paperwork in a safe place, as these are the only copies you will receive.

Accident Claim forms are available for download at our website. We encourage you to visit our website at www.cimaworld.com and take advantage of all of the site's resources.

As always, we greatly appreciate your participation in our unique program, and always are happy to hear from you, any time we can be of help. Just email, call 800.222.8920, 800.468.4200 or fax 703.739.0761.

Sincerely,

Corporate Insurance Management, Inc.

Your Service Team

Victoria W. Brooks, Account Executive, ext.7301
William R. Henry, Account Executive, ext 7310

E-mail: vbrooks@cimaworld.com
E-mail: whenry@cimaworld.com

Key code: NHCONC7

HEADQUARTERS AND MAILING ADDRESS FOR ALL OFFICES:

2750 Killarney Drive, Suite 202, Woodbridge, VA 22192-4124
Phone: 703.739.9300; 800.222.8920; Fax: 703.739.0761
www.cimaworld.com

Surplus Lines Broker:
XS/Group, Inc.
Laurie S. Coleman
2750 Killarney Drive, Suite 202
Woodbridge VA 22192

Insuring Company:
Certain Underwriters at Lloyd's of London
Lloyds of London Syndicate
40.00% CSL (#1084) - Chaucer Specialist Lines
22.92% ARK (#4020) - Ark Syndicate Management
22.92% AML (#2001) - Amlin
10.00% SAM (#0727) - S.A. Meacock
3.12% AES (#1225) - AEGIS Managing Agency Limited
1.04% CNP (#4444) - Canopus Managing Agents Limited

Named Organization and Mailing Address

Fish & Game Hunter Education
% The Rowley Agency
139 Loudon Road, PO Box 511
Concord, NH 03302-0511

Certificate No. NHCONC7 - VIP
Unique Market Reference: B113417CPBA1331

Named Organization's Business: Social Services

Certificate Period 07/01/2017 to 07/01/2018
(12:01 A.M.)

Certificate is: New

VOLUNTEERS INSURANCE SERVICE

Excess Volunteer Liability

Certificate of Insurance

This certificate, subject to all its terms, conditions, and limitations, shall expire on 07/01/2018, 12:01 a.m., Standard Time at the Named Organization Mailing Address.

Limits of Insurance

Each Occurrence Limit \$1,000,000
Annual Aggregate Limit \$3,000,000

Total Premium: \$1,058.40 NH Surplus Lines Tax: \$31.75 NH Stamping Fee: \$0.00
VIS Membership Fee: \$140.00 NH Surplus Lines Tax: \$0.00 NH Stamping Fee: \$0.00

This policy has a minimum annual premium of \$100.00.

This Certificate and the attached coverage form and endorsements, if any, complete this policy.

NOTICE

By applying for this insurance, the applicant also is applying for membership in Volunteers Insurance Service Association, Inc., a risk purchasing group formed and operating pursuant to the Liability Risk Retention Act of 1986 (15USC 3901 et seq.).

The company issuing this policy has not been licensed by the state of New Hampshire and the rates charged have not been approved by the commissioner of insurance. If the company issuing this policy becomes insolvent, the New Hampshire Insurance Guaranty Fund shall not be liable for any claims made against the policy.

Authorized Signature:



Date: June 28, 2017

ENDV2017