

TOWN OF SEABROOK

SELECTMEN'S MEETING

OCTOBER 21, 2019

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

10:00AM

Board meeting was delayed due to a meeting with the Senator at Seabrook Beach regarding the dredging project that is going on.

Mr. Khan opened the meeting at 10:55AM.

Mr. Manzi gave an update on the dredging project and with the weather being is good as it has been the project is going well. He will work to have an update put on the website so the residents know where the project stands.

MEETING - AUDITORS

Mike Campo and Ashley Miller from Plodzik & Sanderson were present and went through the audit report. Mike Campo said all financials have been reported fairly although there were some areas that could be improved upon. There was discussion on internal controls and whether or not the town needs to have an additional audit on those controls.

Mike Campo went over the basic financials of the town and what is remaining in the fund balance for the town. He had no issues in obtaining information from any department and said that the taxpayers were always at the forefront of this report since he has been with them and believes his predecessors would say the same.

MONTHLY MEETING - DPW MANAGER

John Starkey was present and briefly went through his report (see attached). He said they received a bid to finish the purchase of a truck through the warrant article.

Mrs. Kyle asked about the work space for the office manager and the secretary, which were done by them and their family members. Mr. Starkey said there has been a change in personnel and in order to get the office space up to par they came in with family on the weekends and he authorized this work with no cost to the taxpayers.

There was discussion on the cost of cemetery plots. They do allow the families to dig for a cremation burial. When it is a full burial it is the DPW employees that open and close the grave.

MONTHLY MEETING - RECREATION DIRECTOR

Katie Duffey was present for her first monthly report. She asked that the board reconsider her request for the pavilion for the 2020 warrant. She went through all of the updates they have done and what they have as a request going forward. She also gave figures as to how many people go through the doors of the community center for the different programs as well as on the normal day activities. Ms. Duffey went through some of the lines in her budget and what the lines are used for. She briefly went through the areas of where the landscaping needs are.

Mr. Khan said the board would like to see if the future more programs for the elderly as it seems the focus is more on the children. He asked if there are ways to implement more programs. Mr. Manzi said the study that was done was to add additional space to the building which would give more space dedicated to senior programs. The warrant article was only for the study there has been no warrant article requested to support the study.

Ms. Duffey suggested they have a senior community forum where they can ask them what they would like to see going forward. She said the largest program turnout is bingo where they have about 28 people on average every week. Mr. Manzi agrees with Ms. Duffey that before doing things without knowing what they are looking for is premature. He feels the first thing to do would be to see what they want and build around that.

Mr. Khan said they are very happy with the work she is doing and they know it is a lot. Mrs. Brown said the only concern she has is the cleanliness of the building and that needs to be worked on. Ms. Duffey said she agrees and knows it needs improvement.

The board commented that they were very appreciative of having Ms. Duffey in the monthly meeting rotation. Mr. Manzi said he will have her as part of the schedule going forward.

PREVIOUSLY SIGNED PERMITS

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

MS1 FORM

MOTION: Theresa A. Kyle
Second: Ella M. Brown
Unanimous

To approve and sign the
MS1 Form.

ABATEMENTS

Hatt Family Revocable Trust - 41 Stacey Avenue - \$41.02
Lorraine Boyd - 122 South Main Street - \$431.62

MOTION: Theresa A. Kyle To approve and sign both
Second: Aboul B. Khan abatements.
Unanimous

APPOINTMENT - ROCKINGHAM PLANNING COMMISSION

Mr. Manzi said there are no names before them but they have had a resignation from Don Hawkins. Also, in the letter there is a second vacancy that needs to be filled. He would like to get direction from the board on whether they want to advertise for the positions or wait for recommendations. Mr. Khan said they did discuss at the last planning meeting and they agreed to post. Mr. Khan said if they do not get any support for this position he will fulfill until they some interest.

REQUEST FOR REHEARING

Samantha Hinson - 198 South Main Street

Mr. Manzi said this was denied by the board but the applicant is asking to come before the board to explain her situation. The board suggested placing a lien on the property but not do anything with it to allow her time to get in a better place financially to pay the bill. The board does not want to do anything that will set a precedent for others coming in for a similar request.

MOTION: Ella M. Brown To defer the bill until
Second: Theresa A. Kyle such time that she is
Unanimous financially able to pay
so as not to set a
precedent.

HUMAN SERVICE AGENCY ARTICLES

There was discussion on the requests and the two agencies who did not request funding last year but did so this year.

MOTION: Theresa A. Kyle To ensure that the
Second: Ella M. Brown requests are no greater
Unanimous than the 2019 request
with the two new ones
being added less the 20%
decrease and the two who
kept the funding the
same as last year will
stay at that level.

There was discussion on whether or not they should have a joint meeting with the budget committee. Mrs. Brown said she can present the reason for the numbers to the committee. The board does not feel they need to meet jointly with the agencies this year.

WARRANT ARTICLES

Mr. Manzi explained that they need to set the tax rate and once that is done they will have the tax impact for each of the articles. At that time they should read each article for the public.

There was discussion on having the planning board back for their budget. Mr. Khan would like the board to attend the planning meeting with town counsel. Mr. Manzi feels it is legal as long as they agree to it. Mrs. Kyle thought the noise issue with Premier Recycling was going to be in public session. Mr. Manzi said the planning board needs to make a finding. When the finding is made then it would come to the Board of Selectmen for enforcement through the building office. Mr. Khan said he explained this to the board and advised that they cannot speak of the other party if that party is not present.

QUESTIONS/COMMENTS

The board attended the meeting this morning with Senator Jeanne Shaheen on the dredging at the harbor. The board had Governor Sununu in for a presentation of surplus funds. The board attended the event on touch-a-truck at the fire department and the walk to school with the children.

Mrs. Kyle asked for a small ceremony for Officer Giarusso at the next meeting.

The next meeting is November 4 at 6:30PM. Trunk or Treat is October 30 at Veteran's Park.

NON-PUBLIC SESSION

<u>MOTION:</u>	Ella M. Brown	To go into non-public
<u>Second:</u>	Theresa A. Kyle	session under RSA 91-A:3
<u>Unanimous</u>		II (e) negotiations at
		12:10PM.

Roll call:

Mr. Khan - yes
Mrs. Kyle - yes
Mrs. Brown - yes

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

To seal the minutes of
10/21/19 as recommended
by the town manager.

MOTION: Ella M. Brown
Second: Theresa A. Kyle
Unanimous

To adjourn the meeting
at 2:35PM.

Approved and endorsed

Ella M. Brown, Clerk

Date: _____

TOWN OF SEABROOK BOARD OF SELECTMEN

AGENDA

October 21, 2019

Open Meeting at 10:00 A.M.

TURN CELL PHONES TO VIBRATE OR OFF PLEASE

PLEDGE OF ALLEGIANCE

MEETINGS

- 1.) Meeting - Auditors
- 2.) Monthly Meeting – DPW Manager
- 3.) Meeting – Recreation Director

NEW BUSINESS

- 1.) Question of review of previously signed permits.
- 2.) Question of approving MS-1 Form.
- 3.) Question of approving abatement for Hatt Family Revocable Trust – 41 Stacey Avenue - \$41.02 and Lorraine Boyd – 122 South Main Street - \$431.62.
- 4.) Question of approving appointment for the Rockingham Planning Commission.
- 5.) Question of approving a request for rehearing for Samantha Hinson – 198 South Main Street.
- 6.) Question of discussion of human service agency articles.
- 7.) Question of reviewing warrant articles for the ballot.

QUESTIONS/COMMENTS

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

NON-PUBLIC SESSION

RSA 91-A:3, II (e) negotiations

**TOWN OF SEABROOK, NEW HAMPSHIRE
DEPARTMENT OF PUBLIC WORKS**

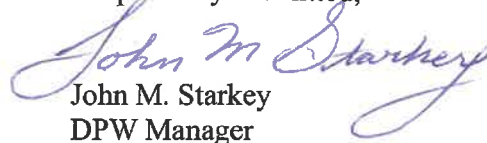
DATE: October 16, 2019
TO: William Manzi, Town Manager
FROM: John M. Starkey, Public Works Manager
RE: DPW Monthly Report – July 10, 2019 to October 16, 2019

Dear Bill:

Please accept the following as a report of the Public Works Department activities for the above referenced period.

- Beaches raked as allowed by NH F&G.
- Tilton St. boardwalk repaired.
- Roadside mowing.
- Cemetery mowing, brush removal & 6 cremation internments.
- Parks mowing & athletic field maintenance.
- Daily rubbish & recycling pickup.
- Transfer Station operational 7 days/week.
- Secord's Pond Dam seasonal embankments & spillway maintenance.
- Potholes patched & signs replaced as needed.
- Old Home Day preparations, sanitation & demobilization.
- State inspections of vehicles.
- Contracted out the cleaning of both Storm water Pump Stations.
- Closed the Welcome Center for the winter.
- Changed the beach street traffic pattern after Labor Day.
- Hauled requested loam to both Police and Fire Departments.
- Improved Boat Ramp parking with line striping & signage.
- Renovation to Secretary & Office Manager work spaces by them and their family.
- Beach: Storm preparations by outside contractor & DPW.
- Winter Snow Fence installations on beach started.
- EPA Storm Water Annual Report Phase 2 submitted on time.
- Training- Solid Waste License renewals August, September & October.
- Training- Park maintenance training in September.

Respectfully submitted,


John M. Starkey
DPW Manager

Attached: Burial Plot Cost of Surrounding Towns, Oct. 16, 2019

KJH/law

cc: BOS
Kelly O'Connor, Deputy Town Manager, Amy Davis, BOS Secretary
Bruce Felch, DPW Foreman, Lynn Willwerth, Office Supervisor, Kelli Hueber, Secretary, FILE

Burial Plot Cost of Surrounding Towns

<u>Town</u>	<u>Year 2009</u>	<u>Year 2019</u>
Seabrook, N.H.	\$100.00	\$200.00
Hampton, N.H.	\$351.00	\$701.00
North Hampton, N.H.	\$600.00	\$701.00
Hampton Falls, N.H.	unknown	\$650.00
Rye, N.H.	\$750.00	\$750.00
Exeter, N.H.	\$850.00	*\$935.00
Portsmouth, N.H.	\$1,500.00	*\$1,500.00
New Castle, N.H.	\$1,000.00	*\$1,200.00
Dover, N.H.	\$495.00	\$700.00
Salisbury, M.A.	\$900.00	\$900.00

* Private, Non-Municipal Cemetery

**LIST OF ITEMS SIGNED BY BOARD OF SELECTMEN
FOR MEETING ON OCTOBER 21, 2019**

SOLICITATION PERMITS

Seacoast Warriors 14U Softball (SAU21) – October 19 at Lowe's

WARRANTS

Warrant (Sept) - \$182,028.71

I am asking that my abatement for financial hardship be reconsidered and if the board would be willing to hear from me directly.

Thank you
Samantha Hinson

RECEIVED

TOWN OF SEABROOK, NH SELECTMENS' OFFICE

TOWN OF SEABROOK, NH
TOWN MANAGER'S OFFICE

P O BOX 456 SEABROOK NH 03874

LAND OWNERS WATER ABATEMENT/REFUND REQUEST FORM

Request Abatement Complaint Report Date: 7 2019

Land Owner Name Samantha Thorsen

Mailing Address 198 S. Main St Seabrook NH Telephone # 603.531.7088

Street Address: 198 S. Main St Abatement/Refund Amount \$51.96

Reason for Request (please describe in **FULL** detail):

I have been out of work since April 1, 2019 due to health / pregnancy complications. I am financially unable to pay the extra fees that are due prior to the cancellation date. I am currently getting assistance with electricity, SNAP benefits and medical while going through this tough financial time.

Additional information (please include copies of any documentation of repairs performed, such as bill, invoice, etc):

Land Owner Name: (Print) Samantha Thorsen

Land Owner Signature: x [Signature]

* Excerpt from page 24 of Seabrook Municipal Water System Ordinance

Section 9.11 Abatement
Abatements may be made by the Water Commissioners upon the customer's request, provided one of the following reasons is given:

- financial hardship, as evidenced by the customer receiving aid at the time of the abatement;
- fire or disaster;
- to correct a billing error; or
- for such other reason as may be determined by the Board of Water Commissioners.

Customers shall not be prohibited from making an abatement request, nor shall the Water Commissioners be obligated to grant an abatement.

Action Taken: _____

Date: _____