

MOTION: Aboul B. Khan  
Second: Ella M. Brown  
Unanimous

To adjourn the meeting  
at 12:37PM.

Minutes taken by Kelly J. O'Connor.

Approved and endorsed:

\_\_\_\_\_  
Theresa A. Kyle, Clerk

Date: \_\_\_\_\_

TOWN OF SEABROOK

SELECTMEN'S MEETING

APRIL 19, 2021

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

10:30AM

Mrs. Brown opened the meeting at 10:37AM.

**BICYCLE HELMETS - ChaD**

Police Chief Brett Walker and Officer Keith Diethofer were present. Officer Diethofer said he worked with CHaD to get helmets for those children who don't have them. He is looking to hold a bicycle rodeo where they ride through and receive the helmet either at the school or the South Main Street ballfield.

MOTION: Ella M. Brown To approve the donation  
Second: Theresa A. Kyle of 200 bicycle helmets  
Unanimous through CHaD.

**PUBLIC HEARING - USDA-RD GRANT**

Curtis Slayton was present and explained the grant for the WWTP improvements, Centennial Street pump station improvements and the outfall pipe on Route 286. He said they have not disclosed the amount of funding for these projects. The figure he came up with for the total project cost is \$3.2 million and he is looking forward to see what they offer.

MOTION: Ella M. Brown To approve the grant  
Second: Theresa A. Kyle application to the  
Unanimous USDA-RD for up to  
\$2,400,000.00.

Mrs. Brown closed this public hearing at 10:47AM and opened the public hearing on Climate Resilience.

**PUBLIC HEARING - CLIMATE RESILIENCE**

Curtis Slayton was present and explained the grant for the WWTP affected by climate changes and sea level rise. This grant does have a match by the town.

MOTION: Ella M. Brown To approve the grant  
Second: Theresa A. Kyle application for climate  
Unanimous resilience of \$45K.

Mrs. Brown closed the public hearing at 10:50AM and reopened the regular meeting.

**MONTHLY MEETING - DPW MANAGER**

John Starkey was present and briefly went through his report (see attached). Mr. Starkey said the permit has received a permit for mosquito control. Mr. Starkey said they received a letter from Waste Management and the cost is going to increase. It is based on the CPI which has gone up 3% but due to the town manager and his negotiations it is capped at 2.5%.

Street paving - if there is any money left he would recommend doing some work on Dow's Lane. He feels this road needs some work and it would be included in next year's list of roads to be done. Mrs. Kyle asked if this ever goes out to bid. Mr. Starkey said the state puts it out to bid and we piggy-back off that bid. Mrs. Kyle said she is not completely happy with Continental when they were doing work at the beach. Mr. Starkey said if there is a problem to please bring it to his attention and he will make them tow the line. Mr. Khan said this company has done business in town for 10-15 years. Mr. Starkey will speak with them this year before doing work in town. Mr. Khan thanked Mr. Starkey for his employees and their work during the winter season.

MOTION: Aboul B. Khan To approve the DPW  
Second: Ella M. Brown Manager's recommendation  
Unanimous for the road program  
and paving company.

Transfer station - beginning tomorrow he is recommending they reopen the transfer station 6 days per week. He is also recommending the door-to-door recycling program be reinstated on May 1. The budget has not allowed for the opening of the transfer station on Sunday's but Mr. Starkey does absorb into the budget the reopening on Saturday.

MOTION: Ella M. Brown To approve the DPW  
Second: Theresa A. Kyle Manager's recommendation  
Unanimous to reopen the transfer  
station and the door-to-  
door recycling program.

**SURPLUS - DPW TRUCK #70**

MOTION: Ella M. Brown To approve the request  
Second: Theresa A. Kyle to surplus truck #70.  
Unanimous

**PREVIOUS MINUTES - NOVEMBER 16 PUBLIC**

MOTION: Ella M. Brown To adopt the minutes of  
Second: Theresa A. Kyle 11/16 public.  
Unanimous

**ENCUMBRANCES**

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

**WATER SERVICE APPLICATIONS**

Domenic Mazzacco - 107 Atlantic Avenue - \$100  
Mark & Elisia Saab - 150 Ocean Blvd. - \$100  
Mark & Elisia Saab - 154 Ocean Blvd. - \$3300  
B.G. Corey Landscaping & Construction Co. - 319 Route 286  
205 Bristol Street LLC. - 206 Bristol Street - \$1300

MOTION: Ella M. Brown To approve and sign the  
Second: Theresa A. Kyle water application for  
Unanimous 107 Atlantic Avenue.

MOTION: Theresa A. Kyle To approve and sign the  
Second: Ella M. Brown water applications for  
Unanimous 150&154 Ocean Blvd.

MOTION: Ella M. Brown To approve and sign the  
Second: Theresa A. Kyle water application for  
Unanimous 206 Bristol Street.

Mrs. Kyle questioned 319 Route 286 and said she was advised by Mr. Slayton that this would not be a business. She said every time they do something at this property they do it without permits. There have been complaints there is a golf course at this property by the abutters. Mrs. Kyle would like to have the owners before the board to answer questions they may have. Mr. Slayton explained the applications are for a change in service and this location has 3 shut-off's.

There was discussion of another building that is being built on the property but nothing has gone before the planning board. Plans were filed with the building office as the planning board's position is that it is not a commercial enterprise so they do not need to go before them. Mr. Khan suggested having some sort of committee to research this property and bring it back to the board so they can settle it once and for all.

Mrs. Brown said legally he can have this as it is to a building that is already in existence. Mr. Manzi said he can invite the

owner to the next meeting and he would also have Lacey Fowler and Curtis Slayton present. Mr. Khan said it should not come before the board as it is something that the town manager can resolve.

MOTION: Ella M. Brown  
Second: Aboul B. Khan  
Unanimous

To table the water and sewer applications for 319 Route 286 until the next meeting and to have Lacey Fowler and the abutters present to have questions answered.

**SEWER SERVICE APPLICATIONS**

- Gray Construction - 107 Atlantic Avenue - \$100
- Mark & Elisia Saab - 154 Ocean Blvd. - \$50
- B.G. Corey Landscaping & Construction Co. - 319 Route 286
- 205 Bristol Street LLC. - 206 Bristol Street - \$800

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

To approve and sign all sewer applications with exception of 319 Route 286.

MOTION: Ella M. Brown  
Second: Aboul B. Khan  
Unanimous

To table sewer application for 319 Route 286.

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

To pave the water and sewer as recommended by the superintendent.

**9 ELDERLY EXEMPTIONS**

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

To approve and sign all elderly exemptions.

**2 DISABILITY EXEMPTIONS**

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

To approve and sign both disability exemptions.

**VETERAN EXEMPTIONS**

- Charlotte Hatt - 41 Stacey Avenue
- James Starr, Jr. - 8 Timber Court
- Daniel Pollard - 231 Walton Road

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

**PARKING ENFORCEMENT PAY ADJUSTMENT**

Chief Walker said the request came forward as they are looking to fill the positions for the season.

MOTION: Ella M. Brown To approve the requested  
Second: Theresa A. Kyle increase.  
Unanimous

**BEACH RULES & REGULATIONS**

There was discussion on the size of driveways at the beach and people being told they cannot park in front of those homes. Mrs. Kyle would like to know when that rule went into effect as most of the homes that were built years ago have the wide driveways. The beach district has control over the zoning. Mrs. Kyle said you cannot go back when nothing has been enforced. Mr. Manzi said he would give it to town counsel to get a legal opinion. He said we cannot direct the beach village district building inspector as we have no authority but he should be working with the road agent on the issue and not be approving driveways that are more than 20-feet. The question to be asked is whether the town has the right to interfere with the beach building inspector in order to have say on the size of the driveways.

Ravi spoke about the different issues and where people can legally park due to the homeowner putting pavers all the way to the road. He suggested the building inspector should make it very clear as to where the parking is located so that it does not look like it is private property.

There was discussion on the size of the driveways including in town of where people can park. Mr. Manzi said we will not ticket people if they are parked on property that could be considered town property even though it looks like private property. Ravi suggested having a study committee to determine what could be done so that it benefits both in town residents and beach residents.

Mr. Manzi said the striping was discussed in prior years and it was not well received. The agreement was the building inspector would not give a permit if the driveway is more than 20-feet. He will discuss and confirm this is still the case. The beach

is different in the sense that there is a demand for parking at the beach where in town there is no demand.

Dog Fines - are currently at \$20 and the maximum we can increase to is \$50.

MOTION: Theresa A. Kyle To approve the increase  
Second: Ella M. Brown to \$50 for dogs on the  
Unanimous beach.

MOTION: Theresa A. Kyle To provide a list of  
Second: Ella M. Brown rules on the beach with  
Unanimous placards that are issued  
this season with No  
Fireworks Allowed as the  
first rule on the list.

Overnight Parking - the question becomes on how is this enforced. There was discussion on different ways but it would require the board to set boundaries.

Mrs. Kyle would like to propose a special meeting so complaints can be voiced. Mrs. Brown said she should not be subjected to harassment when she is trying to park at the beach because a homeowner has a driveway that is larger than what the rules state. The board does not want to do anything that is not enforceable.

#### **APPOINTMENT**

Gilber Nevarez - Planning Board Alternate

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

#### **QUESTIONS/COMMENTS**

The board visited the DPW, Police Department and the water tank. It was a great interaction between the board and the department head and employees. Mrs. Kyle said the town has very good departments and they are blessed. It was stated at this meeting by George M. Eaton that the water towers were built in 1975 at a cost of \$800,450 and 3-years to build.

# TOWN OF SEABROOK BOARD OF SELECTMEN

## AGENDA

April 19, 2021

Open Meeting at 10:30 A.M.

### **TURN CELL PHONES TO VIBRATE OR OFF PLEASE PLEDGE OF ALLEGIANCE**

#### **PUBLIC HEARINGS**

- 1.) Public Hearing – USDA-RD Grant – Up to \$2,400,000.00
- 2.) Public Hearing – Climate Resilience Assessment & Targeted Engagement & Climate Communication Grant - \$45,000

#### **MEETINGS**

- 1.) Monthly Meeting – DPW Manager  
Question of approving street paving recommendations  
Question of approving reactivation of recycling program and transfer station reopening
- 2.) Monthly Meeting – Recreation Director

#### **NEW BUSINESS**

- 1.) Question of approving previous minutes of November 16 public.
- 2.) Question of approving encumbrances.
- 3.) Question of approving water service applications for Domenic Mazzacco – 107 Atlantic Avenue, Mark & Elisia Saab – 150&154 Ocean Blvd., B&G Corey Landscaping & Excavator – 319 Route 286 and 205 Bristol Street LLC. – 206 Bristol Street.
- 4.) Question of approving sewer service applications for Gray Construction – 107 Atlantic Avenue, Mark & Elisia Saab – 154 Ocean Blvd., B.G. Corey Landscaping & Construction Co. – 319 Route 286 and 205 Bristol Street LLC. – 206 Bristol Street.
- 5.) Question of approving 9 elderly exemptions.
- 6.) Question of approving 2 disability exemptions.
- 7.) Question of approving veteran exemptions for Charlotte Hatt – 41 Stacey Avenue, James Starr, Jr. – 8 Timber Court and Daniel Pollard – 231 Walton Road.
- 8.) Question of approving 200 bicycle helmets through CHaD.
- 9.) Question of approving parking enforcement pay adjustment.
- 10.) Question of discussion on Beach Rules & Regulations
  - a.) Overnight parking
  - b.) Dog fines
  - c.) Marking or striping beach streets
- 11.) Question of approving appointment for Gilbert Nevarez – Planning Board Alternate.
- 12.) Question of approving surplus request – DPW truck #70



**QUESTIONS/COMMENTS**

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

**PUBLIC PARTICIPATION**

**NON-PUBLIC SESSION**

**RSA 91-A:3, II (c) welfare liens and (e) legal**

## **NOTICE OF PUBLIC HEARING**

The Seabrook Board of Selectmen will hold a public hearing in conjunction with their regularly scheduled meeting on Monday, April 19, 2021 beginning at 10:00 a.m. in the Selectmen's Meeting Room at Town Hall, 99 Lafayette Road, Seabrook, NH relative to the USDA-RD Grant to retrofit the Wastewater Treatment Plant in the amount up to \$2,400,000.00.

Town of Seabrook  
Board of Selectmen

## 7.0 CONCLUSIONS AND RECOMMENDATIONS

The Town of Seabrook owns and operates a wastewater collection and treatment system that serves residential and commercial properties in the community. The proposed project includes much-needed improvements to three facilities within the sewer system:

- Seabrook Wastewater Treatment Facility
- Centennial Street Pump Station
- Blackwater River Bridge (Route 286) Outfall

The proposed WWTF improvements are necessary to increase reliability, address aging and deteriorated systems, and provide increased health and safety for staff. Additionally, the upgrades to the sludge handling system will result in significant reduction of operational costs and go a long way in improving energy efficiency of the facility.

Prior to upgrading the headworks ventilation and sludge dewatering system, a preliminary engineering assessment needs to be conducted to develop final design and engineering documents. These assessments are necessary to determine which replacement equipment is required.

The odor control system at Centennial Pump Station needs to be rehabilitated to prevent objectionable odors to the neighboring properties. The proposed improvements at this site include field inspection, smoke testing, and replacing the odor control media and the pump station ventilation equipment.

The section of WWTF outfall under Blackwater River Bridge (Route 286 Bridge) is severely corroded and needs to be replaced as soon as possible. This project is expected to be out for bidding in June 2021.

USDA-RD



## WATER AND WASTE DISPOSAL PROGRAM RDAPPLY ADDENDUM

**Capacity** Describe the following capacities of the system:

- (a) Technical - system and components are properly sized, in compliance, and reliable;
- (b) Managerial - demonstrated awareness of state and federal regulations, programs, and rules - clear ownership of the system - prepared for emergencies; and
- (c) Financial - rates and charges adequate - appropriate financial books and records of auditing - adequate cash flow - recognize service life of system components.

**Bond Authorization (public body applicants only)** If bond authorization has been obtained for the proposed project, please attach a copy of the warning, article, and certified results of the bond vote. If authorization has not yet been obtained, describe the planned timeframe to be pursued.

**Private Non-Profit Applicants** A copy of the entity's articles of incorporation, bylaws, and meeting minutes should be attached certifying there was a proper vote consistent with the entity's organizational documents. Additionally, a copy of the Secretary of State's Certificate of Good Standing should be attached.

→ **Public Information Meeting** All applicants must hold at least one public information meeting. The public meeting must be held within 60 days of filing an application and not later than loan/grant approval. The meeting must give the citizenry an opportunity to become acquainted with the proposed project and to comment on such items as economic and environmental impacts, service area, alternatives to the project or any other issue identified by Rural Development. The applicant will be required at least 10 days prior to the meeting, to publish a notice of the meeting in a newspaper of general circulation in the service area, to post a public notice at the applicant's principal office, and to notify Rural Development. The applicant will provide Rural Development a copy of the published notice and minutes of the public meeting. If a municipal applicant is bonding for a portion of the project, the public meeting associated with obtaining bond approval will meet this requirement.

**Existing and Proposed Rate Structure** For an existing system, attach or describe your rate structure. Discuss if you plan to continue using the same type of structure or will change once the project is complete. Please note if any portion of utility costs (O&M, debt service, etc.) paid through property taxes. For a new system, describe your proposed rate structure.

**Applicant Representatives** Attach a list detailing the names, addresses, telephone numbers, and terms of office for each member of the governing body, local and bond counsels, and consulting engineer for the proposed project.

Rural Development • Montpelier State Office  
87 State Street, Suite 324, P O Box 249 • Montpelier, VT 05601  
Voice (802) 828-6066 • (855) 794-3680  
[www.rd.usda.gov/vt](http://www.rd.usda.gov/vt) or [www.rd.usda.gov/nh](http://www.rd.usda.gov/nh)

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If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

**Accessibility** Describe how services are provided to individuals with disabilities. Do meeting places meet accessibility standards? If not, are alternate meeting sites available? Is a TDD or relay available for telephone calls? If necessary are translators available?

The above information was completed by:

Curtis Skafon  
(Name)

[Signature]  
(Signature)

Water/Sewer Superintendent  
(Title)

3/31/2021  
(Date)

\* The public information meeting will be held on Monday April 19<sup>th</sup> at the regular scheduled Board of Selectmen's Meeting

## **NOTICE OF PUBLIC HEARING**

The Seabrook Board of Selectmen will hold a public hearing in conjunction with their regularly scheduled meeting on Monday, April 19, 2021 beginning at 10:00 a.m. in the Selectmen's Meeting Room at Town Hall, 99 Lafayette Road, Seabrook, NH relative to the Climate Resilience Assessment and Targeted Engagement and Climate Communication Grant in the amount of \$45,000 including a match of \$15,000 and 100 hours of in-kind match.

Town of Seabrook  
Board of Selectmen

**Task 2: Public Engagement**

See Section C-iv for a description of this task.

*Deliverable: Public engagement strategy completion expected March 31, 2020.*

**Task 3: WWTF Climate Resilience Options**

We will then identify climate adaptation options that will include raising roads, living shorelines, pumping station deployable barriers, permanent barriers, other green infrastructure opportunities and potential relocation of infrastructure. The results will be compiled into site-specific climate resilience and adaptation options. The options will be evaluated based on cost, overall benefits, and feasibility of implementation.

*Deliverable: Climate adaptation options completion expected June 31, 2020.*

**Task 4: Final Report**

The final deliverable will detail the methodology used to complete the previous Tasks and will be a compilation of the previous Tasks' deliverables. The final report will address comments from the town, NHDES, and other stakeholders.

*Deliverable: The final report is expected to be finalized by June 31, 2020.*

**E. PROJECT BUDGET AND MATCH**

Seabrook is committing to \$15,000 of cash match plus 100 hours of in-kind. See letter of commitment.

Task Description	Budget
Task 1: Vulnerability Assessment	\$10,000
Task 2: Public Engagement	\$15,000
Task 3: Climate Resilience Options	\$17,000
Task 4: Final Report	\$3,000
<b>Total</b>	<b>\$45,000</b>

Item	Federal (NHCP)	Non-federal (Match)	Match Type (cash, in-kind, or both)	Total
Personnel	\$29,300	\$15,000	Cash and in-kind	\$44,300
Fringe				\$0
Equipment				\$0
Travel	\$500			\$500
Supplies	\$200			\$200
Sub-Contractual				\$0
Construction				\$0
Other				\$0
Indirect				\$0
<b>Totals</b>	<b>\$30,000</b>	<b>\$15,000</b>		<b>\$45,000</b>

## REVISED GRANT APPLICATION

## A. PROJECT TITLE

Seabrook, New Hampshire Wastewater Treatment Facility Climate Resilience Assessment and Targeted Engagement and Climate Communication

## B. APPLICANT INFORMATION

	APPLICANT	TOWN OF SEABROOK
<b>Name:</b>	Steven Roy	Curtis Slayton, Superintendent
<b>Org./Dept</b>	Weston & Sampson	Sewer Department
<b>Address:</b>	100 International Drive, Suite #152 Portsmouth, NH 03801	550 Rt 107, Seabrook, NH 03874
<b>Contact Information:</b>	603-570-6305 roys@wseinc.com	603-474-992 cslayton@seabrooknh.org

## C. PROJECT TYPE, GOALS, OBJECTIVES

i. **Project Type:** Sustained Municipal Initiative to Implement Coastal Hazards and Adaptation Master Plan Chapter (CHAMP)

ii. **Goal Statement:** To better understand the specific impact of climate change to the Wastewater Treatment Facility (WWTF), identify potential climate adaptation solutions for increasing resilience of the WWTF, and develop and implement an equitable public engagement strategy that is both project specific and broad to meet the actions outlined in the CHAMP.

iii. **Measurable Objectives:**

- Identify current and projected flooding from sea level rise/storm surge and impacts on site
- Include new site-specific sea-level rise (SLR) and storm surge evaluations for site
- Incorporate new science on groundwater rise projections for the site
- Identify and create design concepts, permit strategy and costing for four options for improving the climate resiliency of the WWTF
- Engage over 50 residents through the developed public engagement strategy on climate threats and emergency procedures

## D. PROJECT DESCRIPTION

## i. Proposed Work

The Town of Seabrook identified several critical wastewater treatment components vulnerable to the anticipated changes in sea level rise under projected future climate scenarios in the Town Master Plan Chapter on Coastal Hazards and Adaptation. The focus of our proposed project is the town's most critically important WWTF, which collects and treats domestic, commercial, and industrial wastewater from most of the town. The WWTF and other system treatment components are all located on Wright's Island, a small upland area within the salt marsh that straddles the New Hampshire/ Massachusetts border south of Route 286. Vehicular access to Wright's Island is via a man-made, single-lane causeway from Route 286. The isolated nature of the WWTF makes it particularly susceptible to sea level rise and coastal surge, and any disruptions to WWTF operation quickly becomes a public health risk. The proposed project will assess the specific vulnerabilities at the site and assess up to four options for improving resiliency. The project will also identify effective communication and outreach methods building upon successful efforts of regional organizations to continue the conversation about climate change in Seabrook and to engage the public in the results of the WWTF assessment. It is expected that our outreach process will be easily replicated by other NH coastal communities. See attached Site Map.



TOWN OF SEABROOK, NEW HAMPSHIRE  
DEPARTMENT OF PUBLIC WORKS  
43 Railroad Ave, PO Box 456  
Seabrook, NH 03874  
603-474-9771

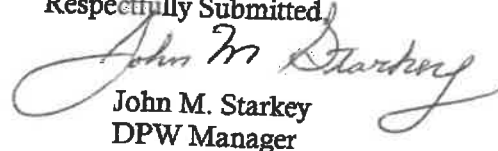
DATE: April 12, 2021  
TO: William M. Manzi, Town Manager  
FROM: John M. Starkey, DPW Manager  
RE: DPW Monthly Report – February 4<sup>th</sup> to April 12<sup>th</sup>, 2021

Dear Bill,

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

- Emergency evolutions on eleven occasions: 2/5, 2/7, 2/8, 2/9, 2/15, 2/16, 2/18, 2/19, 2/20, 2/23 and 3/19/21.
- Transfer Station EPA Stormwater engineering change order executed on 2/26/21 (Additional work relative to AECOM's 1/26/21 Contract).
- Executed an EPA Phase 2 Contract for engineering services to TEC Engineering on 3/17/21 for Stormwater oversight.
- Replacement boardwalk construction Newbury Street started.
- Plow damage lawns and mailboxes resolved we think. Plow markers taken in and stored for next year.
- Spring pot holes filled.
- Positive outfall for Nashua Street figured out now need State approval and a funding commitment.
- Sand-salt spreaders washed, lubed, and hung until fall.
- Parks Department garage area repainted.
- Recreation Department garage area reorganized.
- Set up and broke down election venue in gym.
- Coordinating paving and associated work for Police and Water Departments.
- This writer recertified both Solid Waste and HWY Department certifications.
- Silt sock boom installed at Transfer Station following a Phase 2 Stormwater test where "IRON" was found. In the sample above the allowed parameters.
- EPA unfunded mandated sign installed at Transfer Station.
- Boardwalks sand swept off litter various areas picked up.
- Request to surplus old Truck #70 filed.
- Citizen Service request answered.
- Athletic fields being worked on daily for practices and scrimmaging.
- Misc: All three retired individuals at DPW replaced with selected long term part time employees.
  - 12<sup>th</sup> Department in DPW "Recreation Building & Grounds" Taken into the fold during this time period along with sole responsibility of athletic field scheduling.

Respectfully Submitted,

  
John M. Starkey  
DPW Manager



JMS/law

cc: Kelly O'Connor-Deputy Town Manager, Bruce Felch-Highway Foreman  
Lynn Willwerth-Office Supervisor, David Schiappa-DPW Sec, .FILE

April 19, 2021- Board of Selectmen's Meeting

**Attendance snap shot:**

January 2021- 2,221 visitors/participants

February 2021- 2,777 visitors/participants

March 2021- 2,938 visitors/participants

**Basketball**

1. 126 players
2. 18 coaches
3. 16 sponsors
4. 3<sup>rd</sup>/4<sup>th</sup> Grade Boys team Champs for RIM travel league
5. In-House Champs
  - a. 2<sup>nd</sup>/3<sup>rd</sup> Grade-Thunder
  - b. 4<sup>th</sup>/5<sup>th</sup> Grade-Sixers
  - c. 6<sup>th</sup>/8<sup>th</sup> Grade-Jazz

**After School Program:**

1. Underway until Summer Camp begins

**Boxed Baking Creations:**

1. Sold out January-March 2021

**Easter Event April 3, 2021:**

1. Easter Candy Bags handed out=1,479
2. Approximately 123 cars with multiple children in cars

### **Summer Camp June 21-August 13, 2021 :**

*\*\* will continue to monitor updated guidelines*

1. Max campers-50-Grades K-4
2. Lottery held April 5, 2021
3. 10 applicants (21 in 2020, 28 in 2019, 30 in 2018)
4. Discussing Open Gym after Camp, no decision yet (Average around 25-30 2019 #'s until 6pm, after 6pm drastically lower)
5. Discussing outdoor basketball camp
6. Discussing junior golf program

### **Senior Day May 19, 2021 @ 10am**

*\*\*will continue to monitor updated guidelines*

1. Entertainment and meal secured
2. Location TBD

### **Memorial Day May 30<sup>th</sup> 2021 @ 9am**

*\*\*will continue to monitor updated guidelines*

1. 3 Bands secured (no school Band)
2. Sound secured
3. American Legion had a meeting April 12<sup>th</sup>

### **Old Home Day August 21, 2021**

*\*\*will continue to monitor updated guidelines*

1. Plans underway

### **Future plans with the current Covid-19 restrictions:**

*\*\* will continue to monitor updated guidelines*

1. April Vacation Camp April 26, 2021
2. Continue with Senior Programs while adhering to updated guidelines
3. Will open common areas when the guidelines allow us to do so in a safe manner.

**2019- April & May Programs**

Weight Room  
Open Gym  
Game Room  
After School Program  
Sr. Wii Bowling  
Bingo (once a week)  
Dance Movement/Toning  
Zumba  
*Zumba Gold*  
*Yoga for All Abilities*  
*Chair Yoga*

**2019-Upcoming Programs/Events**

Senior Day  
Memorial Day  
Summer Camp  
Sports Camps

**2019-Hours**

M-F 9am-8pm  
SAT- 11am-3pm

**2021- April & May Programs**

Weight Room  
Open Gym  
\_\_\_\_\_ (no common areas)  
After School Program  
Sr. Wii Bowling  
Bingo (twice a week)  
\_\_\_\_\_ (would need gym)  
\_\_\_\_\_ (would need gym)  
*Instructor unavailable*  
*Instructor unavailable*  
*Instructor unavailable*

**2021-Upcoming Programs/Events**

Senior Day  
Memorial Day  
Summer Camp  
Sports Camps

**2021-Hours**

M-F 9am- 8:30pm  
SAT- 12-6pm

**Donations:**

1. GATHER-100 milks for Easter event
2. Dunkin's- 600 munchkins for Easter event
3. Winter coats- SAZ
4. Wal-Mart- 40+ large bottles of hand sanitizer
5. Piece of exercise equipment- Donald Schrempf

Katie Duffey

Recreation Director

## Kelly O'Connor

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**From:** Kevin Gelineau  
**Sent:** Friday, April 9, 2021 1:31 PM  
**To:** William Manzi; Kelly O'Connor  
**Cc:** Brett Walker  
**Subject:** Bicycle Helmet Grant

T.M. Manzi,

SRO Keith Diethofer applied for, and was awarded, approximately 200 bicycle helmets intended for Seabrook youth. SRO Diethofer applied for the grant through CHaD (Children's Hospital at Dartmouth-Hitchcock) with the intent to disperse the helmets to the Seabrook Elementary/Middle School, the Seabrook Recreation Center and the Seabrook Adventure Zone program run by Forrest Carter. Any leftovers will be given to the Seabrook Police and Fire Departments to disperse. The awarding of the helmets is scheduled to be finalized through CHaD sometime next week with a possible delivery date in late April/early May. Could you please add this to the agenda for the next selectman's meeting and I will arrange for SRO Diethofer to attend the meeting (virtual or in person).

Thanks,

Kevin Gelineau, Deputy Chief of Police  
Seabrook Police Department  
7 Liberty Lane, Seabrook NH 03874  
603-474-5200 | [www.seabrookpd.com](http://www.seabrookpd.com)



*\*\*Statement of Confidentiality: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure.\*\**

**TOWN OF SEABROOK, NEW HAMPSHIRE  
DEPARTMENT OF PUBLIC WORKS  
43 Railroad Ave - PO Box 456  
Seabrook, NH 03874  
Telephone (603) 474-9771  
Fax (603) 474-5942**

April 8, 2021

**M011-21**

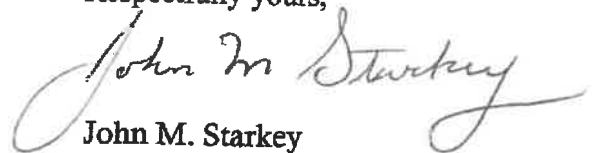
**TO:** William M. Manzi, Town Manager  
**FROM:** John M. Starkey, DPW Manager  
**RE:** **Recommending Surplus TRUCK #70**

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Dear Bill,

Pursuant to and in compliance with your instructions to me for the above referenced truck please accept the following: Truck #70 as you know was recently replaced with a new truck from Portsmouth Chevrolet. That purchase was truly necessary as the truck referenced above had a blown engine, and an unreliable transmission, also the above referenced truck could not pass state inspection. With all of this in mind I recommend that this old truck #70 be placed in surplus.

Respectfully yours,



**John M. Starkey  
DPW Manager**



JMS/law

cc: Lynn Willwerth, Office Supervisor

**TOWN OF SEABROOK, NEW HAMPSHIRE  
DEPARTMENT OF PUBLIC WORKS  
43 Railroad Ave - PO Box 456  
Seabrook, NH 03874  
Telephone (603) 474-9771  
Fax (603) 474-5942**

April 12, 2021

**M012-21**

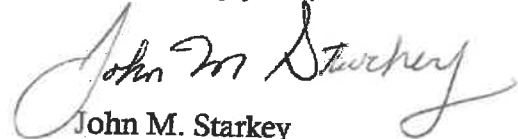
**TO:** William M. Manzi, Town Manager  
**FROM:** John M. Starkey, DPW Manager  
**RE:** **Recommending accepting the attached Continental Paving proposal on / at the BOS scheduled review of DPW on April 19<sup>th</sup> 2021**

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Dear Bill,

As we have discussed Continental Paving has again acquired this area of the State of New Hampshire (division 6) for the 2021 paving season. In as much as they own and operate their own asphalt plant their prices including installation are **cheaper than** what a local contractor can purchase the hot mix. Continental once again is holding last year's prices and their workmanship, safety, and public relations are second to none. With all of this in mind I recommend they do our work and that work I believe should include Autumn Way, Centennial Street final section, Ashland Street at the beach, and depending on monies remaining wither Eaton Street neat Governor Weare Park or the worst sections of Dows Lane. This writer looks forward to fielding any questions that the Board may have regarding this year's paving.

Respectfully yours,



John M. Starkey  
DPW Manager



JMS/law

cc: Lynn Willwerth, Office Supervisor



# Seabrook Police Department



7 Liberty Lane, P.O. Box 456  
Seabrook, NH 03874  
Phone: (603) 474-5200  
Fax: (603) 474-7242

Brett J. Walker  
Chief of Police

Kevin M. Gelineau  
Deputy Chief of Police

## MEMORANDUM

**TO:** Town Manager  
**FROM:** Chief of Police  
**DATE:** April 8, 2021  
**RE:** Request for Parking Enforcement Agent raise

I am requesting a raise for our four part-time Parking Enforcement Agent (PEA) positions. We have had some very good PEA's but have had difficulty filling all the positions each year. Recruiting and retaining good employees working under the direction and control of the Police Department has not been easy with the current atmosphere surrounding law enforcement. PEA's currently start at \$11.50 per-hour but I would request increasing this to \$15.00 per hour. They perform a difficult job addressing what proves to be a hot-button issue each and every year and we expect that an increase in the wages will help us fill all four positions as well as reward the good employees who return.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "B. Walker", with the number "766" written to the right of the signature.

Brett J. Walker, Chief of Police

March 31, 2021

Seabrook NH Planning Board

Letter of Interest

Dear Planning Board Members:

I would like to express my interest in serving on the Planning Board as an Alternate Member. I have been a resident of Seabrook for the last two and a half years. I recently retired from the military and my family and I have decided to make Seabrook our home.

My intent is to function as a productive member of the board. I would enjoy getting to know the town and hearing about new projects and plans for the community. After serving in the military, I would love to serve the town. I appreciate your consideration as you look to fill the current vacancy.

I would be happy to answer any questions you may have.

Respectfully submitted,



Gilbert Nevarez

17 Anchor Way

Seabrook NH 03874

[Gilbert.nevarez81@gmail.com](mailto:Gilbert.nevarez81@gmail.com)