

TOWN OF SEABROOK

SELECTMEN'S MEETING

DECEMBER 6, 2022

Present: Aboul B. Khan  
Theresa A. Kyle  
Srinivasan "Ravi" Ravikumar  
William M. Manzi, III

10:30AM

Mr. Khan opened the meeting at 10:34AM.

**MONTHLY MEETING - WATER & SEWER SUPERINTENDENT**

Curtis Slayton was present for his monthly report (see attached). There was discussion on the water usage and Mr. Slayton commented it is pretty common to see this.

There was discussion on the pipe project under the Blackwater Bridge. This project has been discussed for many years and now is coming to fruition. The new pipe which is plastic will last approximately 50-100 years.

**DONATION - POLICE DEPARTMENT**

Police Chief Brett Walker was present and said the donation of \$5K is from the Crimeline for the Hamptons. This will cover training in mental health training of all the officers.

The board thanked them for the generous donation.

<u>MOTION:</u>	Theresa A. Kyle	To accept the donation
<u>Second:</u>	Ravi	of \$5K.
Unanimous		

Ravi asked about the light at Railroad Avenue. Mr. Manzi said there was a memo provided to the board on this with all the pertinent information.

**PREVIOUS MINUTES - OCTOBER 31 PUBLIC, NOVEMBER 7 PUBLIC & NON-PUBLIC AND NOVEMBER 21 PUBLIC**

The board agreed to hold all the minutes until the next meeting for further review.

**ABATEMENT**

Francis & Carole-Jean Donohue - 224 Bristol Street - \$22.71

<u>MOTION:</u>	Theresa A. Kyle	To approve and sign the
<u>Second:</u>	Ravi	abatement.
Unanimous		

**EXCAVATION TAX**

Hardrock Dev aka Next Era

Angela Silva was present and commented that the tax bills went out yesterday and are due January 6. She explained this has been ongoing for about 10 years. The project is complete and they will receive a tax bill for the material that was excavated. They were late in filing but there were extenuating circumstances and she did have to do some chasing to get the information.

MOTION: Ravi To approve and sign the  
Second: Theresa A. Kyle excavation tax.  
Unanimous

#### **ASSESSMENT/SALES RATIO STUDY QUESTIONNAIRE**

Angela Silva was present and explained this is done every year and how it is completed. It is an average assessment to sales ratio for the state. Ms. Silva said she tries to keep the assessments between 90-100%. Out of 199 sales 109 were considered good sales. There are reasons why some of the sales are thrown out.

Ms. Silva explained after the entire town reassessment changes do happen. She said the town is broken out by neighborhoods and she does make changes to keep everyone at the same assessed value percentage wise. Sales can make assessments go up or down and she needs to make adjustments to make it equitable. Ms. Silva said it is based on ratios, sales and assessment analysis and towns can be different or the same.

Mr. Manzi said the state rules apply to the 5-year revaluation and the other years are things that Ms. Silva has learned in classes to keep the assessments equitable. They could leave it alone for the 5 years, but the residents would be sticker shocked on the fifth year.

Ms. Silva said she does have to submit a report to the DRA on her findings and they have commended her for keeping the town equitable. She said there are towns that do a total reval every year.

MOTION: Ravi To approve and sign.  
Second: Theresa A. Kyle  
Unanimous

**DEED - PORTION OF DOWS LANE**

Ms. Silva said there was a subdivision on Dows Lane that a portion of the land needs to be deeded to the town which is actually part of the right-of-way. The planning board approved it as part of the plan.

Mrs. Kyle said she is not crazy of the format of the deed and the signatures should be on the same page as the deed. The board will have Ms. Silva re-type the deed and present it at the next meeting for approval. Mr. Manzi commented they could approve the deed with the proper format.

MOTION: Theresa A. Kyle To approve and sign the  
Second: Ravi deed with the suggested  
Unanimous changes.

#### **QUITCLAIM DEED - WORTHLEY AVENUE**

Mr. Manzi said the board was provided a memo on this item. This is a pretty old item and includes another memo from former town manager Scott Dunn. Mr. Manzi said it was submitted to the town attorney where it was an older item and he did convey back that it was in good order. There was a previous article on the warrant that passed the town meeting to allow the board to execute the deed.

MOTION: Theresa A. Kyle To approve and sign the  
Second: Ravi quitclaim deed.  
Unanimous

#### **CLOSING TOWN HALL - DECEMBER 22 AT 12:00PM**

MOTION: Ravi To approve closing the  
Second: Theresa A. Kyle town hall for the  
Unanimous annual holiday party.

Maria Brown asked about the hours of town hall and commented they are a little conflicted on the signs outside of town hall. She asked that they follow up with the hours at the next meeting.

#### **BOARD OF SELECTMEN SCHEDULE**

MOTION: Ravi To approve the  
Second: Theresa A. Kyle schedule.  
Unanimous

#### **2023 DRAFT WARRANT**

Mr. Manzi said article 28 for the firefighters has been added per the direction of the board. They also have article 44 for

the optional veterans and all veterans tax credit due to new legislation. If the town does not do this they cannot give the credit, they would only be able to give \$50. They don't have to reapply once they qualify but anyone new would have to apply and get qualified through the board. Mr. Manzi explained with the new legislation if town meeting was to not approve the language then the tax credit would drop to \$50. Article 44 was read by Ravi for the record.

MOTION: Theresa A. Kyle To place the article on the ballot.

There was discussion on having different wording as it seems too confusing. Mr. Manzi explained this is the best they could get and it may change a little when the attorney reviews.

Second: Ravi  
Unanimous

MOTION: Theresa A. Kyle To recommend this article.  
Second: Ravi  
Unanimous

Articles 2&3 were filled in with planning board articles. If the planning board does not move forward with article 3 they can remove it from the warrant. Mr. Khan said the last paragraph of article 2 should have the word "note" before it. Ravi said there is some wording needed after "included" and some further clarification may be needed after section 2&6 in the definitions. Mr. Khan and/or Jason Janvrin, who is present will bring this back to the planning board for further language changes.

MOTION: Theresa A. Kyle To send the article back to the planning board for clarification and/or revision.  
Second: Ravi  
Unanimous

Article 28 the firefighter positions was read by Ravi for the record. Ravi would like to add language that this addition would have no measurable impact on the budgeted overtime requirements. He feels it is important to add this so the people understand there are no savings and they are not questioned later on this issue.

Mrs. Kyle feels there is no way to determine cost savings when dealing with human life. Ravi said if they need 8 firefighters why not ask for the 8. Ravi said he is not trying to hurt any.

department but the people need to understand the pluses and minuses of it before making a decision.

Mr. Khan said this has been discussed for many years and the previous fire chief has also stated that 8 more firefighters are needed. It was determined in order to get articles passed that putting in for 4 right now is better than none and they could gradually make the increase. Mr. Khan said they do get a lot of overtime but they have no time for their families and are in need of additional manpower.

Ravi commented he is not against the fire department and the money is in the budget for the overtime as well as the default budget and now there is an article for 4 additional firefighters. It should not be done on an emotional basis but rather on a business case basis. Mrs. Kyle said these are lifesaving individuals and they should not be compared to Raytheon employees.

MOTION:     Aboul B. Khan  
Second:     Theresa A. Kyle  
Opposed:     Ravi

To recommend this article.

MOTION:     Ravi

To enhance the note by adding 4 firefighters. it would not reduce the overtime budget per the Fire Chief.

No second, motion did not pass.

Maria Brown spoke about the warrant articles and said she has heard about this going back and forth. She asked if they are still collecting money for the ambulance revolving account? She questioned the fire alarm operators that were taken from this account and then put in the budget even though the voters said no.

Mr. Khan corrected and said it is true if the voters said no they cannot do anything that year but they can find money in the budget and do something different the following year.

Maria Brown commented that if they feel so strongly about the new positions why not just put them in the budget as they did with the fire operators. Mrs. Kyle said these are new positions and they can't do that without the vote of the people.

Maria Brown commented that when she goes to the shopping plaza there is always a police or fire present and asked if they are paying their fair share to use the services.

Mrs. Kyle said a few years ago the planning board wanted to put in impact fees, they did a study and put it on the ballot but it was voted down. Maria Brown said they could use those numbers and to go legal to see if there is anything they can do to ensure they have their own security. Mr. Khan said if it is really a big problem within the department then the chief should come to the board with any issues or concerns he may have. Ravi said the people objected to what was proposed with the impact fees but that doesn't mean they cannot pursue another avenue. Mr. Manzi explained that the planning board has full authority over impact fees and it wasn't the vote but rather the planning board that turned away the impact fees based on the state statute. Once the fee is raised it cannot be put to the general fund as there are very strict rules on using the fees.

Jason Janvrin explained what impact fees cannot be used for per the statute and if it is not expended in 6 years it goes back to the developer. Commercial properties do not pay an impact fee for schools but residential would. This is what made the determination that it was not in the best interest of the town to put forward.

Jason Janvrin brought up the fee study committee and the fees that were recommended but did not go anywhere except the tipping fees. Ravi agrees with the mom & pop shops who pay the same as Market Basket and they should consider different parameters. Mr. Manzi said there are ways to get to this by adopting square footage charges however, in principal without that being differentiated they cannot impose the fee structure as such. Ravi said they are smarter now and know the objections of the people so it could be addressed.

Maria Brown said minutes have to be released in a certain number of days and can be posted online. Mr. Manzi said the draft minutes are available but there is no requirement to put them online. Maria Brown requested a policy for social media use on town time, criminal background checks be cleared before someone is allowed to coach our kids as well as for employees be on the agenda for further discussion. Her understanding is we only do the background check for the state of NH.

Planning board had an article last year for the master plan that is now overdue and must be refreshed but was voted down by the voters. Jason Janvrin was present to discuss an update to the

master plan. Article 3 for the planning board is in ADU's and increasing the square footage to 900. There is a hearing for the planning board and if approved it will come to the board for the warrant.

Jason Janvrin discussed what the master plan is and what it does for the town but it must be current in order for the planning board to make recommendations to the town. They would like to take a scaled approach by updating the existing land use first. They would then look at town facilities and services as over the last 10 years things have changed. The third item would be to update the demographics & housing. There is a grant being offered and they have instructed Tom Morgan to go and seek the grant for updating this portion of the master plan.

Mrs. Kyle said she is happy he is here as it goes to her point that the town has grown and additional resources for the departments are needed. The total needed to update these 3 areas is \$31K. If it goes to the warrant and it fails, they will not be able to spend money on those 2 chapters. They are looking to come to the board to move money from the bottom-line budget if they were to take in more money in revenues than what was anticipated by using the unassigned fund balance so there would be no tax impact.

Ravi asked when they consider appropriating money from the fund balance for expenditures is it the board or does it need approval of the voters. Mr. Manzi said if it is to expend money then it needs to go on the ballot. In order to have legal protection there is a need to have a current master plan.

Mr. Manzi feels it would require the board to place it on the warrant, recommend the article and then a vote to use the fund balance if they so desire. They would also need the budget committee to make a recommendation as there is a dollar amount associated with the article. Mr. Manzi will bring this article to the budget committee along with the firefighter article if the board approves.

Mr. Khan said if the articles pass the town is in a good position for the next 10 years. Jason Janvrin said there are 9 chapters and this article only addresses 3 of the 9. The other chapters are optional but in order to be fully protected you would need to delete a chapter. The most important and easiest to do are being done first and then the remaining chapters will be gradually be addressed.

MOTION: Ravi

To create and place the

Second: Theresa A. Kyle  
Unanimous

article for the master  
plan for \$31K for the  
chapters outlined by  
Jason Janvrin.

MOTION: Ravi  
Second: Theresa A. Kyle  
Unanimous

To recommend the article

MOTION: Ravi  
Second: Theresa A. Kyle  
Unanimous

To use \$31K from fund  
balance to offset the  
article for the master  
plan..

Mr. Manzi will work with the planning board to get the language  
for the article.

The planning board adopted the CIP and offered thanks to the  
town manager and the department heads for doing the work. He  
said the format was extremely easy to follow. Mr. Manzi said it  
will be easier now to amend.

#### QUESTIONS/COMMENTS

The board attended the tree lighting at the town hall.

#### NON-PUBLIC SESSION

MOTION: Ravi  
Second: Theresa A. Kyle  
Unanimous

To go into non-public  
session at 1:10PM under  
RSA 91-A:3, II (e)  
negotiations.

Roll call:

Mr. Khan - yes  
Mrs. Kyle - yes  
Ravi - yes

MOTION: Ravi  
Second: Theresa A. Kyle  
Unanimous

To adjourn the meeting  
at 2:26PM.

Meeting adjourned at 2:26PM.

Minutes taken by Kelly J. O'Connor.



SELECTMEN'S MEETING

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DECEMBER 6, 2022

Approved and endorsed:

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Srinivasan "Ravi" Ravikumar,  
Clerk

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

# **TOWN OF SEABROOK BOARD OF SELECTMEN**

## **AGENDA**

December 6, 2022

Open Meeting at 10:30 A.M.

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

### **MEETING**

- 1.) Monthly Meeting – Water & Sewer Superintendent

### **NEW BUSINESS**

- 1.) Question of approving previous minutes of October 31 public, November 7 public & non-public and November 21 public.
- 2.) Question of approving abatement for Francis & Carole-Jean Donohue – 224 Bristol Street - \$22.71.
- 3.) Question of approving excavation tax for Hardrock Dev aka Next Era.
- 4.) Question of approving assessment/sales ratio study questionnaire.
- 5.) Question of approving deed for a portion of Dow's Lane.
- 6.) Question of approving quitclaim deed for Worthley Avenue.
- 7.) Question of approving donation of \$5K for Police Department.
- 8.) Question of approving closing town hall on December 22 at 12:30PM.
- 9.) Question of approving Board of Selectmen's schedule for 2023.
- 10.) Question of review of 2023 warrant.

### **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 (e) negotiations**