

TOWN OF SEABROOK

SELECTMEN'S SPECIAL MEETING

MARCH 28, 2023

Present: Theresa A. Kyle
Srinivasan "Ravi" Ravikumar
Harold F. Eaton
William M. Manzi, III

10:30AM

Mrs. Kyle opened the meeting at 2:30PM.

GOALS & OBJECTIVES

Mr. Manzi said he provided a memo to the board as a discussion point (see attached).

Mr. Eaton said he would like to see a full revaluation of commercial and industrial properties this year. He would like to explore the idea of a capital fee for new businesses coming into town or ones that are sold and repurchased. This would be done through consultation with other boards and departments to be sure they are meeting legal requirements and to ensure that the fees paid would offset money spent.

Mr. Eaton said he would like to see the water rates changed so the more water you use the more you would pay. He would also like to see fees associated with the fire suppression systems. This would ensure we meet the demand for water with increased fees. There was discussion on the size of the pipes and how much money they could potentially receive.

Ravi discussed his proposal for the priorities he is looking at in 2023 (see attached). There was discussion on hiring a grant writer versus a volunteer. Ravi said the job priorities need to be done in a legal way so that we do not go against our union contracts. Ravi would like standard working hours for the town hall.

Mrs. Kyle commented that the firing range is a private group and the town doesn't do anything for a private group or business.

Ravi said this is the list he put together and what the needs of the community are by individuals he has heard from. He is not saying everything will get done but will need to get to the how part of how to do it.

Mrs. Kyle said she would like to see agenda requests with all pertinent information come to the board 5 days prior to the meeting. The information should be in by Wednesday prior to the meeting so they have time to review it. Ravi agrees with this policy but would like to add that if the information comes after

they would need to address how they are put on the agenda. Mrs. Kyle responded that anyone can ask for an item to be put on the agenda through the town manager's office which then gets filtered to the board and a decision is made whether or not it is placed on the agenda.

The board agreed that the water and sewer rates can begin right away including the capital improvements for those departments.

Mrs. Kyle commented the tax rate has been lowered three times since she has been on the board. Ravi said he doesn't look at the tax rate but rather the overall taxes that they pay per year.

Ravi spoke about the taxpayers in town with over 800 at the beach and the rest in town. He said the property value at the beach is about \$848,000 and the property value in town is about \$390,000, of that there's about 600-700 mobile homes and those people live on fixed incomes. Ravi said if you leave the beach and look at the rest of the town it is lower middle class to poor town. To them the tax rate doesn't matter it is what they are paying out of social security.

Mrs. Kyle asked if he is saying that someone who lives at the beach is better than someone who lives in a mobile home. Ravi responded for the record that he didn't say anything like that it was Mrs. Kyle's words not his.

Mr. Eaton said his focus is on the commercial properties as they pay the highest taxes. He said a full revaluation and measure on those properties needs to be done so the town can get back to where they should be.

Ravi commented they need a lot of input from the water/sewer superintendent for the rates. He said the assessment would be the same and would need to be agreed too. If anyone would like to help with this work, he invited them to do so. Ravi said he is looking to focus on the priorities that are going to affect the majority of the townspeople first. Mrs. Kyle commented that requesting information from the public before speaking with the department head she would not be comfortable with.

Mr. Manzi said the water and sewer issues raised are not all that difficult to solve as long as the board sets the goal such as being full enterprise including capital. The goal would be met by a revision of the rate structure. The town manager can be tasked with this and then bring it back to the board who would then review it to determine if it meets the needs. Mr.

Eaton said he would like to see the levels revised so the more water usage by commercial properties the more they pay.

MOTION: Ravi To move that the water
Second: Theresa A. Kyle department come back
Unanimous with a recommendation of
making the water and
sewer departments fully
enterprise and moving
capital into this
business enterprise fee
structure.

Mr. Manzi said in regard to the revaluation on the commercial/industrial/utility properties he recommends bringing in Vision to discuss the cost. They could have the assessor get a cost and bring it back to the board if they choose. The commercial/industrial are taxed the same as the residents but utilities are not. Mrs. Kyle said the abatements for businesses are done a little differently as well.

MOTION: Harold F. Eaton To prioritize a full
Second: Theresa A. Kyle measure and revaluation
Unanimous for commercial and
Industrial properties.

Ravi asked if Vision was the only company that does this type of revaluation. Mr. Manzi said no they are not the only one, but he would need a discussion with the assessor on what other companies would be available.

Ravi said they discussed all the fees and would like some agreement on looking at those. Mr. Manzi recommended at the next meeting the monthly report is from DPW. He will put together a list of all the fees for his department and the board can have that discussion with him and each department as they come to the meetings.

Ravi asked about having a standard format for the monthly reports. He would like the departments to talk about the assets they have in the department. Mr. Manzi said there is a list in the GIS system and he is producing that list to the board hopefully within the next 3 weeks. He said the 6-year CIP is also being produced and will be forthcoming to the board soon. Mr. Manzi said he would direct the department heads to address assets in the monthly reports.

NON-PUBLIC SESSION

MOTION: Harold Eaton
Second: Ravi
Unanimous

To go into non-public
session at 1:22PM under
RSA 91-A:3,II (c).

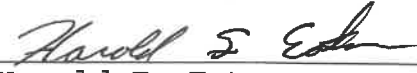
Roll call:

Mrs. Kyle - yes
Ravi - yes
Mr. Eaton - yes

Meeting adjourned at 5:38PM.

Minutes taken by Kelly J. O'Connor.

Approved and endorsed:



Harold F. Eaton,
Clerk

Date: 4-17-2023

March 28, 2023

Goals and Objectives

I have compiled a list of goals and objectives for 2023 to facilitate discussion. This list is not meant to be definitive as the Board can alter by addition or subtraction as it sees fit.

1. Budget guidance. Budgetary parameters for use in developing the 2024 budget.
2. Creation of the new six-year CIP Document.
3. Creation of the 2024 Warrant and parameters for that document.
4. Development of parameters for the upcoming contract negotiations. All four contracts will be up for negotiation.
5. Discussion and development of policy for beach walkways.
6. Discussion and development of seasonal parking placard policy. (Meeting with Beach Village District?)
7. Determination of water/sewer rate question.
8. Determination of Assessor Policy. (Angela Silva memo)
9. Determination of Hampton/Aquarion request for water and sewer interconnections.
10. Discussion of Hampton Falls sewer interconnection request. (Numbers will be forthcoming shortly)

Ravi's 2023 Priorities

Reducing Tax Burden on Residents:

1. Examine property assessments for Commercial Property Class town-wide and reduce tax burden on Residential Property Class
2. Take Capital Improvements to Water & Sewer out of Tax base and bring it under "Pay per Use" billing model.
3. Update billing and collection policies for Ambulance service
4. Update Police dispatch and associated billing and collection policies
5. Review and update all Fees
6. Recruit a volunteer to write grant applications to bring State/ Federal money to Seabrook

Increase Job Fit, Fairness of Pay, Accountability, and Conduct

1. Org chart for the Town at large and for each department
2. Titles, Job Descriptions and Qualifications for each Town job
3. Score each and every job, through benchmark analysis.
4. Create "Employee of the Month" recognition and appreciation for each department nominated by the "Peers".
5. Mandatory ethics training for Town Employees
6. No Social Media access during work time; Block access to all social media at all Town WiFi Routers

Town Operation

1. Town Hall hours 8 a.m. – 5 p.m. Mon – Fri w/ 12-1 p.m. for lunch
2. Policies for tighter control of Town assets such as Town Cars. Transfer Station, Cellphones, etc.
3. BoS, Budget Committee, Planning Board and Zoning Board Meeting minutes posted in Draft form w/15 working days and finalized w/1 30 days.
4. Put all contracts on-line.
5. Establish a BOS@Seabrooknh.org email address to help citizens send emails destined for the entire BoS, even if they do not know the e-mail addresses of individual Selectmen.
6. Create a format for the department heads to report with when they come to the BoS for their periodic reports.

Budget

1. Default Budget per RSA 40:13
2. Selectmen to examine every budget line for Contractual Obligations vs discretionary spending increase before approving.
3. Public hearing and Deliberative sessions for budgets to be scheduled as all-day sessions on Saturdays rather than evening sessions.

4. *Eliminate requests for replacement w/ tax dollars of items that were originally donated to the town.*
5. *Set up an alternate method for the "Human Services/ Charities" to raise funds than through warrant Articles and Tax Base*

Other Priorities

Drugs in our Community

1. **Set up a Task Force to lowering the negative impacts of Drugs on the Community**
 - a. *What kind of help to give*
 - b. *Who to target; Drug users, pushers, and/or families?*
 - c. *What State Agencies or State Level Charities and State Level Officials to leverage*
 - d. **Modifications to Zoning Policies**

Firing Range

2. **Gather the group and help them move this forward in a manner like it is a "business"**
 - a. *Where are we w/ the 501-3c?*
 - b. *Who is doing the business case?*
 - c. *What is the timeline?*