

TOWN OF SEABROOK

SELECTMEN'S MEETING

SEPTEMBER 11, 2023

Srinivasa "Ravi" Ravikumar  
Theresa A. Kyle  
Harold F. Eaton  
William M. Manzi, III

Ravi opened the meeting at 9:33AM.

The board had a moment of silence for the 9/11 victims.

Ravi read from a statement he prepared on work that has been completed. He stated his thoughts on the 2024 operating budget and where the town is going with the increased costs. He talked about the Next Era negotiations and the lower tax base they are currently paying. In order to minimize any effects on the town services and/or employees he feels the municipal budget needs to be addressed as the budget has grown 4.35% over the past year. He feels the municipal spending must be addressed now and reduce the spending in order to minimize a crisis in the future.

MOTION: Ravi To reaffirm the previous motion to prepare the 2024 budget at a 10% decrease over the 2023 operating budget.

No second, motion failed

Mr. Eaton said the motion he approved, and that Mrs. Kyle approved was to explore what that 10% reduction would look like with no cuts to service, programs to the youth or elderly and not to harm any employee by a forced layoff.

Mrs. Kyle said this conversation and content is not on the agenda. This should be something that is addressed at a future meeting. Ravi said he is adding it to the agenda and feels it is important to give the town manager a clear path on how to address the budgets as we are moving into that area.

Mr. Manzi said he understands the board's intent and if the board is agreeable to the 10% decrease, he will make those cuts. The budget he is preparing will have two proposals, with one being personnel and the costs associated and then all others. If the board is looking at a 10% reduction and if all the others don't equal the 10% reduction, then the board would need to look at other options.

Bill Howley proposed they look at a 10% reduction in other costs not including personnel.

Ravi said the outcome will stay and the town manager will explore ways to reduce the budget by 10%. Mr. Eaton proposed they have a non-public session to give clarity to the town manager. Ravi said the vote in non-public should then come out in a public session. Mr. Manzi said the process hasn't started so the board will have a chance to review his recommendation then make their recommendations to the budget committee.

**BOARD REORGANIZATION - THROUGH JANUARY 1, 2024**

MOTION: Ravi To nominate Harold F.  
Second: Theresa A. Kyle Eaton as chairman.  
Unanimous

MOTION: Ravi To nominate Theresa A.  
Second: Harold F. Eaton Kyle as vice-chairman.  
Unanimous

MOTION: Theresa A. Kyle To nominate Ravi as  
Second: Harold F. Eaton clerk.  
Unanimous

**MONTHLY MEETING - POLICE CHIEF**

Police Chief Brett Walker was present for his monthly report (see attached).

MOTION: Harold F. Eaton Would like to end his  
chairman on November 1  
so that Mrs. Kyle gets  
her 4 months.

Mrs. Kyle commented she doesn't care to be chairman as the chairman has no power over another selectman, they all carry the same weight. Mr. Eaton said he is still proposing his motion.

Second: Ravi  
Motion passed 2-0, Mrs. Kyle made no vote

Mr. Eaton asked if there were any employees certified that can do the training in-house. There was discussion on the training they require.

Coffee with a cop was discussed and what happens during this event. These events are held at different locations throughout the town. The patrol officers do stop in, but they leave when they have a call.

There was discussion on the overdose numbers and reasons why they have increased. Mr. Eaton asked if it would be possible to put down the age groups with these numbers so they can find out where the need is to be addressed. Chief Walker said the DEA website has some good educational information.

Parking tickets - overall 170 tickets were issued and 108 have been paid to date. Some were appealed and granted, and the rest are in the process of going to court with the exception of those issued on Labor Day as there is still time for those to be paid. Ravi said it is a good idea to continue to look at the signage around the town as residents are still complaining the signage is not clear.

Pier parking - Mrs. Kyle asked why the data was produced by the department as the board did not request it. Ravi commented that he asked for this data and the Chief asked the employees to take notes when they patrolled this particular area. Ravi said this just gives them an idea of how these spaces are utilized at various times of the day. Mrs. Kyle said this area is dedicated to the fishermen and set by a prior board. Mrs. Kyle said fishermen go out at all hours of the day and night. Mr. Eaton said this report is irrelevant. Mr. Eaton said he has multiple pictures of violations at this parking location which is for the fishermen. He said this town was founded by the fishermen and hay farmers and he will do what he can to preserve that so these fishermen can continue to make their livelihood and provide for their families. Ravi said this report shows open spaces at particular times and the policies can be looked at. Ravi said if most spaces are open in the afternoon why are they not taking advantage of those spaces. Ravi said it could be used for policy making purposes. Mrs. Kyle said what does it matter if they are designated for the fishermen and has been this way for many years. There was further discussion on the spaces and the policies that could be set.

Maria Brown - 247 Atlantic Avenue - said people are in need of services as a lot of people are carrying Narcan on them so their friends can use it on them, and those numbers are not being reported to the police. She said there are a lot of campers parked along with vehicles and trailers. She said the employees doing this work are doing a great job.

Mr. Eaton asked if the D.A.R.E. program is still offered at the middle school. Chief Walker clarified that it is part of the school curriculum. The police don't set what the curriculum is, and the board could address it with the school board if they are concerned.

**HIGHWAY SAFETY GRANT**

Chief Walker explained what this grant is for.

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

MOTION: Theresa A. Kyle To authorize the town  
Second: Harold F. Eaton manager to sign.  
Unanimous

Maria Brown - said some students may have missed the D.A.R.E. training due to the Covid/quarantine and suggested maybe seeing if they can catch those students in the next grades. Maria Brown also stated interviews for the school board are tomorrow at the library at 4:30PM for anyone who is interested.

**MONTHLY MEETING - FIRE CHIEF**

Fire Chief Bill Edwards was present for his monthly report (see attached). Chief Edwards said Old Home Day was a great event. He thanked Red's for hosting Christmas in July and also participated in the touch-a-truck event held at the library. The fire department will be hosting their own touch-a-truck event on October 9.

Mr. Eaton asked if they could compare the calls that go out to the apartment buildings to single residence homes. Chief Edwards said those calls would include commercial and industrial so they would need to go through and count them manually. Mrs. Kyle said they are asking for data, but they only have 1 secretary in that department. Not only are they short-handed firefighters but they are short on administrative staff.

Maria Brown - suggested they do this request daily as it is important to know where the calls are going. She said Munismart can do a lot of stuff and it just has to be built that way to retrieve those numbers. Maria Brown said the police have given the numbers so maybe they can get together and work it out so the numbers for fire can be shared. Maria Brown would also like to ask that the overdose numbers be included in the fire department report.

**PREVIOUS MINUTES - JULY 17 NON-PUBLIC, JULY 24 NON-PUBLIC,  
AUGUST 14 PUBLIC & NON-PUBLIC AND AUGUST 21 PUBLIC**

MOTION: Ravi To adopt the minutes of  
Second: Harold F. Eaton 7/17 non-public, 7/24  
non-public, 8/14 public

& non-public and 8/21  
public.

Mrs. Kyle asked if the minutes had been altered. She will not vote for any minutes that have been altered when the meetings are recorded, and pictures are taken.

Abstain: Theresa A. Kyle  
Motion passed 2-0

**WARRANT LAND USE CHANGE TAX - 247 LOWER COLLINS STREET**

Mr. Manzi said there is an assessment, and it is for a change in the current use status.

MOTION: Ravi To approve and sign the  
Second: Harold F. Eaton land use change tax.  
Unanimous

**TAX ABATEMENT - 3A BIGS LANE - \$1,298.74**

Michele Knowles was present. Ravi surmised there were 2 properties in 2019 and a 3<sup>rd</sup> piece was carved out with approval by the planning board. The parcel was created based off a plan, but a deed was never recorded and that is the legal document to create this parcel. Once the town received clarity on this property it was determined that since the deed was never recorded the person who paid that portion of the tax bill must be reimbursed and those that were not paid need to be abated off the books.

Ravi asked if the tax bills for the lots that donated the land reassessed for a lower tax assessment due to this plan. Ravi said if they are going to rebate the taxes on this property that didn't exist those properties that had a lower tax need to pay their share of that tax bill that would increase their property. Mrs. Knowles said it is miniscule, but she will have to go and look at the numbers and bring them back to the board.

Ravi said if they are putting it back to the way it was then those properties need to be reassessed, so the owners pay that portion of the tax bill. Ravi feels this information is not complete.

Mr. Manzi asked what is going to happen to parcel 3A going forward. Mrs. Knowles said there will be no 3A and the assessments will go back to each of the 2 property owners that donated for this parcel. Mrs. Kyle said this is an error that the town made, or it wasn't made clear at the registry with a

lack of a deed so it would be up to the town to return the money.

Pauline Griffin - 64 Pembroke Street - said that once this was given it was a building lot. Genessa Carrillo was present and said there was an error made and the person who paid the taxes is now being rebated.

Maria Brown - said when a decision is made by the planning board then for it to be negated it should go back to the planning board to change it back. She said it is not the town's responsibility to record deeds and it is up to the property owner to address it. Maria Brown said it doesn't matter if the land is subdivided you still need to pay taxes on your land no matter what.

Mr. Manzi said there is a time limit to when a plan is established. There is no legal effect as they did not fulfill that obligation within that timeframe. This is to revert back the land to where it was carved out from.

Ravi is trying to state that the land that was given up was not assessed for that portion given to create the 3<sup>rd</sup> property which results in loss of revenue to the town. Those taxes should be paid with interest just as what we are going to do with the rebate of the taxes to the property owner of parcel 3A who paid those taxes.

Mr. Manzi indicated the mylar is recorded in advance of the deed. The assessor is not supposed to make that change until the deed is recorded. Ravi said he has no issue with making this right, just make it whole for all so the taxpayers are not left holding the bill.

Mr. Eaton commented they would table this item for further documentation to be provided by the tax collector.

#### **WATER SERVICE APPLICATIONS**

Bruce Brown - 45 Bruce Road  
Stard Road Realty Trust - 32 Stard Road  
Stanley Saracy - 202 South Main Street  
Seth Nymar - 15 True Lane  
Mary Hauze - 14 True Lane  
Eric Nugent - 162 Portsmouth Avenue

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

**SEWER SERVICE APPLICATIONS**

Bruce Brown - 45 Bruce Road  
Stard Road Realty Trust - 32 Stard Road  
Stanley Saracy - 202 South Main Street  
Mary Hauze - 14 True Lane  
Eric Nugent - 162 Portsmouth Avenue  
Cote & Foster Cont. - 152 Atlantic Avenue

MOTION: Ravi To approve and sign all  
Second: Harold F. Eaton sewer applications.  
Unanimous

**FINAL DRAFT - LEOP EMERGENCY MANAGEMENT**

Joe Titone was present and explained the emergency management operation plan. This is updated every 5 years with changes made through several meetings including all departments. Ravi would like to request a little more time to review further. Mrs. Kyle said we do these every 5 years and changes are not substantive, only minor with personnel, etc. Mr. Eaton asked if there were an emergency, would FEMA step in to take over management of the town. Mr. Titone said they only step in with a request from the town. Mr. Eaton said they will table this item until the next meeting.

Maria Brown - said the parcel of property at 3A Bigs Lane has been ordered to be sold within 60 days by court order. She commented that she was called a joke by town employees while on town time. She said there are times when Mr. Eaton as a selectman has personal relationships whether by family or not and he needs to take a step back.

Attorney John Flagg - represents Asa Knowles V and spoke to what happened with this piece of property that the town acknowledges was done in error by the town. He said these are 2 separate issues. Ravi disagrees and says they are one in the same as he represents the taxpayers, and he doesn't want the taxpayers left holding the bag.

Genessa Carrillo provided the assessed values for lot 4 of \$276,000 in 2022. Asa Knowles IV was present in the audience and spoke up and said he would pay for this. Genessa Carrillo said the total about is \$11,200. The board needs clarification on whether or not it is legal to go back and recoup taxes from a resident in prior years that were not assessed those values. Mr. Manzi said the board needs to refund the taxes that were paid and abate off the books the taxes that were not paid. These numbers are not going to change based on what Ravi has brought up today.

Genessa Carrillo said it is ethically and morally wrong not to give this money back.

Legal needs to be consulted on what needs to be assessed to the property owners bringing this property 3A back to the original. Mr. Manzi said the lot should not have been acted upon by just the map, the deed should have been recorded. Ravi said he doesn't feel it is 2 separate issues and if they are rebating this amount then that amount should be assessed on the 2 properties that were under-assessed due to the property being removed.

Mr. Eaton would like to table this until they get a legal opinion. Genessa Carrillo said she will get the values for 2021, 2022 and 2023 and would also have to get the tax rate for those 3 years as the tax rate is different for each of those years.

Maria Brown - she would like the board to check the liens on all 3 properties at Bigs Lane to make sure the proper person who paid the taxes are given back to the person who paid them and also to check and be sure they are doing this legally. Maria Brown said if something was done in the office that shouldn't have been done the board should be looking at that as well. Maria Brown commented that Mrs. Kyle sat here and wouldn't abate taxes for an elderly woman not too long ago because it wasn't our money. She suggested they take whatever is owed and deduct what is owed by the property owners before they reimburse those funds.

MOTION: Harold F. Eaton To table the item of  
Second: Ravi 3A Bigs Lane.  
Abstain: Theresa A. Kyle

#### **QUESTIONS/COMMENTS**

Matt - submitted a request to be on the ZBA. It was given to the chairman who has yet to forward it to the board.

Maria Brown - said the budget is for a 10% decrease and suggested they look at vehicle allowance and cell phones as we were paying for cell phones for people who no longer work for the town. The health insurance is the biggest cost and with the teacher's union which is the biggest union in the state they negotiated 3 tiers. She said the health insurance buyout really needs to be addressed as no other community pays what the town pays, and it shouldn't be addressed just for new hires.



Both Mr. Eaton and Mrs. Kyle questioned how Maria Brown knew about negotiating for new hires. Mr. Manzi said the contractual provision in the SSEA contract for auto allowance is the federal mileage rate for new members hired after the negotiated contract. There was discussion on the negotiations being in non-public and it was stated by 2 board members it has to be consented for by both parties. Ravi commented that after they negotiate a contract that information is brought forward to the taxpayers.

MOTION: Harold F. Eaton To adjourn the meeting  
Second: Ravi at 12:16PM.  
Unanimous

Minutes taken by Kelly J. O'Connor.

Approved and endorsed:

\_\_\_\_\_  
Harold F. Eaton,  
Clerk

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

# **TOWN OF SEABROOK BOARD OF SELECTMEN**

## **AGENDA**

September 11, 2023

Open Meeting at 9:30 A.M.

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

### **MEETINGS**

- 1.) Monthly Meeting – Police Chief  
Approval of Highway Safety Grant
- 2.) Monthly Meeting – Fire Chief
- 3.) Meeting – Nature Trail – Jill Gordon

### **NEW BUSINESS**

- 1.) Question of approving previous minutes of July 17 non-public, July 24 non-public, August 14 public & non-public and August 21 public.
- 2.) Question of approving warrant for land use change tax – 247 Lower Collins Street.
- 3.) Question of approving tax abatement – 3A Bigs Lane - \$1,298.74 & Consolidated Communications of Northern New England.
- 4.) Question of approving tax refund – 3A Bigs Lane - \$2,692.15.
- 5.) Question of approving water service application for Bruce Brown – 45 Bruce Road, Stard Road Realty Trust – 32 Stard Road, Stanley Saracy – 202 South Main Street, Seth Nymar – 15 True Lane, Mary Hauze – 14 True Lane and Eric Nugent – 162 Portsmouth Avenue.
- 6.) Question of approving sewer service application for Bruce Brown – 45 Bruce Road, Stard Road Realty Trust – 32 Stard Road, Stanley Saracy – 202 South Main Street, Mary Hauze – 14 True Lane, Eric Nugent – 162 Portsmouth Avenue and Cote & Foster Cont. – 152 Atlantic Avenue.
- 7.) Question of approving the final draft of the LEOP from Emergency Management.
- 8.) Question of discussion of water and sewer rates.

### **QUESTIONS/COMMENTS**

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

### **PUBLIC PARTICIPATION**