

TOWN OF SEABROOK, NEW HAMPSHIRE
DEPARTMENT OF PUBLIC WORKS
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November 15th, 2023

M051-23

TO: William M. Manzi, Town Manager
FROM: John M. Starkey, DPW Manager
RE: **Cost associated with an August 29, 2022 Selectman action (Selectman Khan and Selectman Ravi) Addendums to DPW Monthly Report**

Dear Mr. Manzi,
Pursuant to our discussion yesterday and in compliance with your request of me, to produce the current unbudgeted cost as referenced above, please accept the following.

Estimated cost to Town to make DPW PT Secretary a FT position

	Current Cost Already Budgeted	Estimated Cost in 2024 for Full Time	
PT Secretary pay	\$24,379		
FT Secretary Pay		\$44,932	
FT Insurance buy out		\$24,313	
Retirement		\$3,462	
Totals	\$24,379	\$72,708	

The Total estimated cost in FY 2024 for a Full-time position equals \$72,708, currently not budgeted.

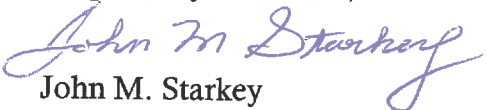
The total budgeted cost in FY 2024 for a Part time position equals \$24,379.

The difference between what is budgeted and what is proposed equals \$48,329.

Can a discussion or a case be made for unorthodox funding, that would not impact taxes?

This writer estimates that the recent BOS change to user fees will render an **additional** \$24,000 during FY 2024.

Respectfully submitted,


John M. Starkey
DPW Manager

cc: Kelly O'Connor, Deputy Town Manager
Lynn Willwerth, Office Supervisor

Addendums: 1, 2, 3, and 4

TOWN OF SEABROOK

SELECTMEN'S BUDGET MEETING

AUGUST 29, 2022

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

10:00AM

Mr. Khan opened the meeting at 10:13AM.

Mr. Khan said Selectwoman Theresa Kyle would not be present today as her husband passed away last evening. He was a good man and served in the army. Mr. Khan passed along condolences to her and her family. Ravi said they are very saddened by this news and said thoughts and prayers are with her and her family at this time. Mr. Manzi said he was a wonderful man and gave thoughts and prayers to her and her family.

A moment of silence was taken in his honor.

GRANT - ARPA

Curtis Slayton said they are looking for board approval so the town manager can execute the documents for the grant in the amount of \$1,050,200. This is for the wastewater facility for upgrades relative to sea rise.

MOTION: Ravi
Second: Aboul B. Khan
Motion passed 2-0

To grant the application and authorize the town manager to sign.

DPW BUDGETS

John Starkey spoke about his departments and what they do in each. In December 2023 he would like to add another FT secretary to the department and feels the part time employee will be completely trained and ready to fill this position. Mr. Starkey said they have received grants in his department one for the pier, one for waste oil heating at the transfer station and the last one for the cemetery wall repair after making the cemetery a historical landmark.

Mr. Manzi said the way Mr. Starkey outlined the proposal it would have a slight impact in 2023 but the heaviest impact would be on the 2024 budget. This would not be a warrant article he is requesting it be included in the budget. Mr. Starkey said he would find it in the budget for 2023 if the board supports his recommendation.

Ravi said the full-time line has an increase of \$71K which is all contractual but there is no increase in personnel which seems a bit high. There was one full time employee who was

missed in the budget last year but was caught this year and added back.

Ravi feels he needs more conversation with Mr. Starkey regarding the full-time employee request before he votes on it. Mr. Starkey said there were 3 full time employees 22 years ago and it was reduced over the years. He believes with everything that has been put on the department from the state it is needed. Mr. Manzi explained they do more than paperwork and there is some real administrative work they accomplish including grants.

The health insurance increase is also due to the full-time employee being left out in 2022. The new full time employee request would be included in the healthcare but would have a cost share.

Mr. Khan asked when they would have a salt shed and what are they going to do about the beach walkways. Mr. Starkey said he believes he is on the right path for both. He believes the trucking for the salt is a bigger issue that cannot be handled by the town which is why they really need the salt shed.

Mr. Manzi commented the salt shed is in the C.I.P. and it was on the warrant previously but failed by the voters. They have identified the land, but the town doesn't own it. Once they secure the land through lease or purchase, they would need to build a bigger shed than what they have. There is pricing for a shed but looking to get a second quote and plan to have more information to the board in the future.

Mr. Khan asked if there is anywhere at the transfer station where they could build a salt shed. Mr. Starkey said they are having some difficulties right now with what they are finding in the rainwater over at the transfer station.

Mr. Starkey said with the beach walkways there has been a lot of discussion. The board believes there is a problem, and they all agree it needs to be addressed. Mr. Manzi said they can resolve it, but they need to identify the problems that need to be resolved and the dollar amount needs to be allocated.

Mr. Khan said if they put in a warrant article and it fails, they cannot do anything so asked if there is a way to do it without a warrant article. Mr. Manzi said it would depend on what it is they are going to do. He said some boardwalks are going to need to be completely pulled out and replaced as they are not repairable. Mr. Khan asked if this could be discussed when all

three board members are present so they can get some resolution in 2023.

MOTION: Ravi
Second: Aboul B. Khan
Motion passed 2-0

To make the part time secretary position full time beginning 12/1/23.

MOTION: Ravi
Second: Aboul B. Khan
Motion passed 2-0

To approve 310 budget at \$1,869,816.

MOTION: Ravi
Second: Aboul B. Khan
Motion passed 2-0

To approve 310 revenue at \$4,150.

MOTION: Ravi
Second: Aboul B. Khan
Motion passed 2-0

To approve 320 budget at \$140,000.

Mr. Starkey said the rules have changed with the state for getting a CDL license. There are private industries that train individuals to get a class B license and the cost is about \$5K and takes about 30 days. The rubbish department requires that the employees have a CDL so he is asking the board to consider funding for 2 employees to get their CDL which would increase the budget by \$10K.

Mr. Khan feels the town manager should make a request as to where the money should come from. Mr. Manzi said he does not recommend it in this budget but if the board would like to consider they could look at it coming from fund 19.

Mr. Starkey explained fund 19 money comes from the recyclables. He explained the overtime budget of \$100K and where it all comes from is mostly in the summer and the transfer station being open on Saturday's is all overtime.

Mr. Khan asked about the scale house and what the plans are for it. He asked when the last time the roof was done. Mr. Starkey said the roof is not okay it has been repaired with band aid fixes and the scale is on the warrant for 2023.

MOTION: Ravi
Second: Aboul B. Khan
Motion passed 2-0

To approve 330 budget at \$1,743,857.

Addendum #4

7 Worst Roads in Seabrook per DPW Crew input!

Boynton lane Maple Ridge Road Worthley Ave

Blacksnake road from Ledge to Riley, Eaton Lane

Folly Mill Extension Amy Drive

“Municipal Parking Lots”

DPW

Fire Dept. by Fuel Island

Welcome Center

Almost as Bad!

Deer Crossing Dandiview Acres

Zagarella Circle Parkersville Lane

Belgian Drive Becky Way Nicholas Way