

TOWN OF SEABROOK

SELECTMEN'S

NOVEMBER 20, 2023

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

Mrs. Kyle opened the meeting at 9:30AM.

MONTHLY MEETING - RECREATION DIRECTOR

Cassandra Carter was present for her report (see attached). Ms. Carter briefly went over the program numbers for the upcoming season. Mr. Eaton thanked her for opening up the basketball program to the high school students. Ms. Carter recognized the volunteer coaches they have for the upcoming programs. She said there was a basketball jamboree this past weekend and there were at least 500 in attendance but possibly more.

Ms. Carter discussed the upcoming trips that are scheduled. She said they would be having a sneak peek night for the Festival of Trees event. There was discussion on the turkey baskets that were given out to 12 families in need.

CAPITAL IMPROVEMENT - RECREATION

The multi-room air conditioner and tennis/pickleball courts were added to the plan. Ms. Carter said the \$40K isn't going to be enough for the courts so she will need to increase the amount but doesn't have a cost today.

Mr. Eaton said if there are AARPA funds remaining it should be used for repairs at town hall and should have further discussion on this. Ms. Carter indicated that non-residents do pay a guest fee to use the courts.

<u>MOTION:</u>	Harold F. Eaton	To add both projects to
Second:	Ravi	the capital improvement
Unanimous		plan.

Vikki Mitchell - said it was the lady's social society that put together the baskets for Thanksgiving.

Mrs. Kyle reiterated there is to be no talking unless recognized by the chairman and will only be allowed to speak on subject that have been discussed during the meeting.

MONTHLY MEETING - DPW MANAGER

John Starkey was present for his monthly report (see attached). Mr. Starkey said the truck is due to be here by Thanksgiving. He said there are double trash runs this week due to the

holiday. Thursday's trash run will be picked up on Wednesday and Friday's run will be picked up on Monday. The transfer station will be closed Thursday and Friday and will reopen Saturday 8AM - 11AM.

Mr. Starkey said the fees that were increased this year had a big impact on his department. He is asking to increase the compost & rap fees from \$7/ton to \$12/ton. Ravi asked how much the private companies charge. Mr. Starkey said he believes it is \$15/ton.

MOTION:	Ravi	To increase the compost
Second:	Harold F. Eaton	& rap fees to \$12/ton
Unanimous		as recommended.

Mr. Starkey said there was a motion by Selectmen Ravi & Khan to change personnel in the administration of DPW. The action was to make a full-time position late in 2023. Mrs. Kyle said she has a contractual relationship with the employee in question so she will recuse herself. Mr. Eaton said is for a position not a person. Mr. Starkey said he respects her decision, but he is looking for proper staffing in his department. He said it is a union position so if there is any current employee who is interested in this position that employee would have preference.

There was discussion on what happened during the 2022 meeting and adding in this full-time position. They discussed the vacancy in the budget and that the budget has money in it for this position. Mr. Starkey spoke to the revenues they are receiving and with the approved increase asked if they could use some of this to fund the position.

There was discussion on the 4 vacant positions in his department and whether or not those would need to be filled if they were to make this part-time clerical position a full-time position. Mr. Eaton said he would like to see if they can utilize students for the part-time positions.

Ravi suggested deferring this until Mr. Starkey looks into the part-time positions and sees what the cost savings would be. Mr. Manzi said whatever the board determines he will be at the budget committee tomorrow. If the board votes not to change the number presented to the budget committee would not include this position. Mr. Starkey is urging the board to vote the money in, and he will find a way to save and fund this. Mr. Eaton asked if Mr. Starkey felt this position was more important than hiring part-time seasonal work. Mr. Starkey stated that he felt it was. Mr. Manzi said they could do the position within the

confines of the current budget if that is the desire of the board. Mrs. Kyle said she is going to take back her recusal as it does not warrant the person in the position as it will need to be posted.

Board took a break at 10:55. Board reconvened at 11:02AM.

Mr. Manzi said the following recommendations would be needed to budget 310: line 111 - \$600,194, line 290 - \$4,550, line 220 - \$71,393, line 231 - \$35,228 and line 112 - \$71,894 for a new bottom line of \$1,462,445 for budget 310.

MOTION: Ravi To fund the position
Second: Harold F. Eaton by changing the 2024
Unanimous budget for department
310 and add the full
time position.

MOTION: Ravi To make all of the
Second: Theresa A. Kyle recommended line
Unanimous changes bringing the
bottom line to
\$1,462,445.

BUDGET 700 - HEALTHCARE

Mr. Manzi said the following recommendations would be needed to budget 700: line 210 - \$3,823,934, line 211 - \$334,700, line 215 - \$142,923 and line 219 - \$196,297 for a new bottom line of \$4,497,854 for budget 700.

MOTION: Ravi To make all of the
Second: Harold F. Eaton recommended line
Unanimous changes bringing the
bottom line to
\$4,497,854.

Mr. Starkey said he received a rebate check for the truck that was rented this past summer. He also presented the board with the roads and sidewalks he has looked into for the upcoming season.

Mr. Starkey updated the board on the rubbish truck with the body that was junk. The body is off and will be put in the metal pile and the town will receive revenue for this. There was discussion on bad pistons and whether or not the mechanic at DPA could take these out. Mr. Starkey gave the board a handout on the cost to add a container to this truck which would save money to the town.

PREVIOUS MINUTES - OCTOBER 9 PUBLIC, OCTOBER 30 PUBLIC AND OCTOBER 31 PUBLIC

<u>MOTION:</u>	Ravi	To adopt the minutes of
Second:	Harold F. Eaton	10/9 public, 10/30
Unanimous		public and 10/31 public.

HYDRANT FLOW TEST - 85 LEDGE ROAD

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

MS-1 FORM

Mr. Manzi said this is just to approve the MS-1 form not the memo he wrote to the board. There was discussion on the new tax rate. Ravi feels by signing the MS-1 they are essentially approving the tax rate. Mr. Manzi explained once the town is in queue for the tax rate with the DRA, they hold a separate meeting to discuss.

<u>MOTION:</u>	Ravi	To approve and sign the
Second:	Theresa A. Kyle	MS-1 Form.
Unanimous		

Ravi explained the MS-1 is for 2023 not 2024 and once the DRA approves it this gives the basis for the tax rate calculation. There was discussion on how the tax rate works going into 2024 and when the new water and sewer rates would show reduction.

FIRE DEPARTMENT STUDY - SCOPE OF SERVICES

Chief Bill Edwards was present and said it should be based on life safety. Safety would be for the firefighters and the community they serve. The age of the equipment should be a factor. Mr. Eaton said they want a study that will take the data to assess the manpower and equipment. Ravi said this study is to answer many questions he has. He said the tax dollars spent on this department have been increasing drastically over all other departments and they need to be cost conscious. Ravi would like these questions answered: What are the calls coming in, where are they coming from, who are the frequent callers, and what have they done to manage these calls coming in. If these questions are answered he feels he would be convinced on whether or not additional taxpayer dollars need to be spent and if they are necessary calls and they have done everything to manage those calls, he will be the first one to support the request.

Mr. Manzi said the cost would be based on the scope but believes it will be under \$5K. He feels they will get someone on board in 2023 but they won't get the work product until 2024. Mr. Eaton said his goal is to get facts rather than opinions so they can move forward knowing the facts. Mrs. Kyle said the chief asked why not do a study on all departments. Mr. Eaton said he would agree to this moving forward.

Chief Edwards said his focus is on the safety of the employees as well as the community they are serving while being fiscally responsible. He would like to have an organization that doesn't have personal opinions but rather someone who looks at the industry standards.

Mrs. Kyle said there should be no interference from the selectmen and the company should be agreed upon with the town manager. Ravi feels they should have a work session to discuss the parameters and then put it forward at a public meeting. Mr. Eaton said he would like to see what other communities have done with the studies.

Ravi said the number of calls coming into the department has increased in double digits, but the population of the town has not increased in double digits. How did they get to the increase in calls without an increase in population. Ravi stated he would put forth his questions and they can start with those to kick around for the scope. The board will hold a public work session to go over ideas and come up with a scope.

STRYKER ALS 360 PROGRAM (LIFEPACKS) - 10 YEAR PLAN

Chief Edwards provided the board with a handout on the plan. Ravi would like to see the life expectancy of the items. It was stated this is to replace the outdated equipment and to improve the equipment so there is less injury to the employees. If they were purchasing the products it would go through procurement and would use the bid process unless it's on the state bid list. Chief Edwards said other departments that have AED's can be added to the plan so they could be replaced when outdated. There would be no Stryker equipment older than 5 years, and this can be broken up and customizable for the town.

Ravi asked if this should be a warrant article for taxpayers to vote on. It would become a contractual obligation that would be included in the default budget. There was discussion on having an "out clause" within the terms of the contract. Mr. Manzi said it is negotiable within the contract. Ravi feels this needs more review, but the concept is good. Mr. Eaton said they

would save about \$700K and would have a good way to budget properly so he would like to move forward with structuring the contract. Ravi wants to be sure these are the best pricing they can get for these products. Mr. Manzi said he doesn't see an issue paying the rate going forward.

MOTION: Harold F. Eaton To approve the contract
Second: Ravi using the revolving
Unanimous fund pending contract
terms.

DOG FINES

Mr. Manzi provided the dog ordinance for this discussion. The current dog fine is \$50 based upon the state law but the town can make additional restrictions. Mr. Eaton said there haven't been many complaints about dogs running off the leash. Mrs. Kyle said she has had many complaints, especially about the owners who do not pick up after their dogs and the dogs that seem vicious. She would like the fines increased.

Chief Walker said they are patrolling and if someone is violating the ordinance, they do address it. Complaints need to be backed up in order for the police to take action. The board urges dog owners to follow the leash law that is in place. The board will wait for further information from the police chief and discuss it again at a future meeting.

Joe Guiffre said there is an issue at the Andover Street right-of-way and the tree that Mr. Ichton has wanted taken down. The owner on the south side today took down a very large tree that was in the dune. He said this contractor doesn't follow the rules. He said they cannot say they thought it was part of the homeowner's property as the property owners are supposed to stake out their land. Mr. Guiffre is asking that this be investigated and put a stop to this property owner until there is a resolution. Mrs. Kyle said they should have this checked out and those trees should not have been touched as they had a vote by the board. Any activity being done on the townland can be sanctioned. If the tree is in a protective area, then it becomes a DES concern. Mrs. Kyle said the one native tree has been damaged by the construction vehicles and the owner on the south side has a fence on town land.

Mr. Eaton said community members are reaching out to him regarding the opioid grant and what the money would be used for. He suggested having a community outreach meeting where they can provide feedback on what they would like to see.

Chief Walker spoke and said the grant is expected to last several years and he doesn't have a plan to use a lot of it this year, but he does have some ideas he would like to implement.

Chief Walker explained this is for the work the officers do everyday dealing with opioids and mental health issues. Mr. Eaton asked if he would be open to meeting and talking to the community so they can ask questions. Ravi said a lot of people have reached out to him as well and feels maybe they should have a committee or panel to make recommendations as to where the money should be spent. Mr. Eaton feels the Chief should be available to answer questions for the community.

Chief Walker commented that this is a lot of money, and he cannot tell them where he will spend the money, but it will be put to use to help the department address the crisis in town. There was discussion on what the funds can be used for based upon the grant requirements. Mrs. Kyle explained when a department receives grant money that money has to be spent for the intent of the grant.

NON-PUBLIC SESSION

<p><u>MOTION:</u> Harold F. Eaton <u>Second:</u> Ravi Unanimous</p>	<p>To go into non-public session at 1:11PM under RSA 91-A:3,II (c) tax deeding and (e) negotiations.</p>
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Roll call:
Mrs. Kyle - yes
Mr. Eaton - yes
Ravi - yes

Board reconvened to public session at 1:57PM.

<p><u>MOTION:</u> Ravi <u>Second:</u> Harold F. Eaton Unanimous</p>	<p>To adjourn the meeting at 1:57PM.</p>
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Minutes taken by Kelly J. O'Connor.

Approved and endorsed:

Srinivasan Ravikumar,
Clerk

Date: _____