

TOWN OF SEABROOK

SELECTMEN'S

DECEMBER 18, 2023

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

Ravi opened the meeting at 9:34AM.

**BUILDING PERMIT FEES**

Lacey Fowler was present and discussed the increase she is recommending. New business license would go from \$100 to \$250, renewal business license from \$25 to \$100 and the fine for not getting a business license would go from \$100 to \$250.

Ms. Fowler explained the process for a new business coming into town and obtaining a business license. Last year they had about 415 business licenses with renewals mostly being done between December and January. This is when the clerical staff is extremely busy with the renewals.

Mr. Manzi commented it is revenue to the town, but they could show the costs associated from the other departments in the cost of the license. Ms. Fowler said she has looked at all costs involved and feels the manpower is needed with new business licenses and the renewals is mostly done with the clerical staff.

MOTION: Ravi  
Second: Harold F. Eaton  
Motion passed 2-0

To accept the CEO's recommendation to increase the business license fees.

**PUBLIC HEARING - BONDS**

\$8.2M - Develop Existing Water Sources  
\$6M - WWTP Upgrades Phase II

MOTION: Ravi  
Second: Harold F. Eaton  
Motion passed 2-0

To recess the public meeting and enter into the public hearings.

Ravi read the notice of the public hearing into the record (see attached). Ravi commented this is to strengthen the existing water sources.

Mary Messina - 219 Bristol Street - questioned where the money would be spent as there has already been a lot of money allocated for these wells. Ravi explained the wells were

drilled and this money will get the water from the wells to the town infrastructure.

Mr. Manzi said the bonds are 20-year bonds and explained how they would come from the enterprise funds. He said these needs were included in the new water and sewer rates when the superintendent looked at them.

There was discussion on the tax rate and the increase they have experienced this year.

Mary Messina - 219 Bristol Street - asked if they were thinking of ways to bring more revenue into town in the sewer department where we only use about 35% of the plant. She stated as a community they need to look at ways to cut costs and bring in revenue. Ms. Messina said they should be looking at this from a business perspective rather than personal feelings and she has seen that they have looked at it more from a personal side.

MOTION: Ravi To close the public  
Second: Harold F. Eaton hearing.  
Motion passed 2-0

MOTION: Ravi To place the 2 articles  
Second: Harold F. Eaton on the 2024 ballot which  
Motion passed 2-0 would be articles 3 & 4  
respectively and to  
recommend both articles.

Ravi read both articles into the record (see attached). The board commented that the sewer plant is over 30 years old and should be maintained to keep it running efficiently.

#### **LEASE OF BILLBOARD - ARTICLE 31**

Mr. Manzi said there have been slight changes to this article and discussed those changes made by the town attorney. The host fee included brings the lease fee up to at minimum \$140K which was not previously included.

Ravi read article 31 into the record (see attached). Ravi explained the voters are approving the contract to be negotiated with the board of selectmen.

Mary Messina - 219 Bristol Street - asked if this would be an electronic billboard and if any and all costs associated with installation, maintenance and operation would be on the end of the lessee. Mr. Eaton commented that he feels this is a great means of passive income.

MOTION: Ravi  
Second: Harold F. Eaton  
Motion passed 2-0

To approve the recommended changes to article 31 and place on the 2024 warrant.

**BUDGET - ARTICLE 5**

The budget warrant articles are complete and the budget committee has completed. Ravi read the article into the record (see attached). There is about a \$400K difference between the recommended budget and the default budget. The board is hoping to get equalization with the revaluation of the town.

MOTION: Ravi  
Second: Harold F. Eaton  
Motion passed 2-0

To approve article 5 for the 2024 warrant and to recommend.

MOTION: Ravi  
Second: Harold F. Eaton  
Motion passed 2-0

To adjourn the meeting at 10:29AM.

Minutes taken by Kelly J. O'Connor.

Approved and endorsed:

\_\_\_\_\_  
Srinivasan Ravikumar,  
Clerk

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

Town of Seabrook  
New Hampshire

NOTICE OF PUBLIC HEARING

The Town of Seabrook Board of Selectmen will hold a public hearing on Monday, December 18, 2023 at 9:30 AM in the Seabrook Town Hall in accordance with the provisions of RSA 33:8-a on the question of an article to bond \$8.2Million to develop existing water sources & infrastructure for connecting municipal water sources to the water treatment facility and upgrade the water treatment facility controls and treatment systems and \$6Million to begin the Wastewater Plant Upgrades Phase II.

Town of Seabrook  
Board of Selectmen

### **ARTICLE 3**

To see if the Town will vote to raise and appropriate the sum of Eight Million Two Hundred Thousand Dollars (\$8,200,000.00) for the purpose of developing existing water sources, and infrastructure for connecting municipal water sources to the water treatment facility and upgrade the water treatment facility controls and treatment systems, and to authorize the issuance of not more than \$8,200,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Board of Selectmen and the Town Treasurer to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Further, to authorize the Board of Selectmen to apply for, contract for, accept and expend any Federal, State or other available funds, including from the State Revolving Fund, toward the project that may be available, according to the terms under which they are received, and to borrow in anticipation of the receipt of such aid or the issuance of such bonds or notes as provided by the Municipal Finance Act, (RSA 33), as amended; and to authorize the Board of Selectmen to take any and all actions as may be necessary to carry out the project in the best interests of the Town of Seabrook. This bond will be repaid through the Water Enterprise (3/5th vote required) (Recommended by the Board of Selectmen) (Recommended by the Budget Committee).

**NOTE:** This project will provide funds to permit 5 new wells on Stard and Weare Road, design and build infrastructure to connect sources to the water treatment facility, upgrade controls and treatment systems to treat new sources. Bond payments would come from water rates. Bond payments would come from sewer

### **ARTICLE 4**

To see if the Town will vote to raise and appropriate the sum of Six Million Dollars (\$6,000,000.00) for the purpose of beginning the Wastewater Plant Upgrades Phase Two and to authorize the issuance of not more than \$6,000,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Board of Selectmen and the Town Treasurer to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Further, to authorize the Board of Selectmen to apply for, contract for, accept and expend any Federal, State or other available funds, including from the State Revolving Fund, toward the project that may be available, according to the terms under which they are received, and to borrow in anticipation of the receipt of such aid or the issuance of such bonds or notes as provided by the Municipal Finance Act, (RSA 33), as amended; and to authorize the Board of Selectmen to take any and all actions as may be necessary to carry out the project in the best interests of the Town of Seabrook. This bond will be repaid through the Sewer Enterprise (3/5th vote required) (Recommended by the Board of Selectmen) (Recommended by the Budget Committee).

**NOTE:** Phase 2 Wastewater Treatment Facility upgrades include, 3 Influent 54-inch screw pump replacements, all 3 Oxidation ditches to be upgraded and repaired to improve energy efficiency, New roofs on 3 buildings and bio solids processes not completed in phase 1. Bond payments would come from sewer rates.

## **ARTICLE 5**

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling Thirty One Million Five Hundred Twenty One Thousand Four Hundred One Dollars (\$31,521,401.00)? Should this article be defeated, the default budget shall be Thirty One Million One Hundred Twenty One Thousand Three Hundred Eighty Three Dollars (\$31,121,383.00) which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required) (Recommended/Not Recommended by the Board of Selectmen) (Recommended by the Budget Committee) (Estimated \$8.986 impact per \$1,000 on the tax rate).

**NOTE:** This operating budget warrant article does not include appropriations contained in **ANY** other warrant articles.

## **ARTICLE 6**

To see if the Town will vote to raise and appropriate the sum of Fifty-Three Thousand-Five Hundred Dollars (\$53,500.00) for the funding of four new chapters of the Master Plan as recommended by the Planning Board. These chapters would be "Transportation," "Natural & Historical Resources," "Future Land Use," and "Implementation." Master Plan updates should be undertaken every ten years. This sum will come from the unassigned fund balance. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or in four (4) years (December 31, 2028), whichever occurs first. This is a special warrant article. (Majority vote required) (Recommended by the Board of Selectmen) (Recommended by the Budget Committee) (No impact on the tax rate).

**NOTE:** An up-to-date Master Plan is a legal prerequisite for a zoning ordinance and associated land use regulations. Seabrook's current Master Plan was formally adopted by the Planning Board in February 2011. NH statutes recommend updates to the plan "every 5 to 10 years" (see RSA 674:3). This article is recommended by the Planning Board. Two chapters of the new Master Plan were funded and started last year. These four chapters would complete the new Master Plan.

#### **ARTICLE 28**

To see if the Town will vote to raise and appropriate the sum of Three-Thousand Two Hundred Dollars (\$3,200.00) for Transportation Assistance for Seacoast Citizens, a human services organization that serves the senior population through a volunteer program utilized to meet many community needs. This is a special warrant article. (Majority vote required) (Recommended by the Board of Selectmen) (Recommended by the Budget Committee) (Estimated \$0.001 impact per \$1,000 on the tax rate).

#### **ARTICLE 29**

To see if the Town will vote to raise and appropriate the sum of Twenty-Nine Thousand Dollars (\$29,000.00) for Cross-Roads, a human services organization for the purpose of housing homeless individuals. This is a special warrant article. (Majority vote required) (Recommended by the Board of Selectmen) (Recommended by the Budget Committee) (Estimated \$0.008 impact per \$1,000 on the tax rate).

#### **ARTICLE 30**

To see if the Town will vote to raise and appropriate the sum of Two Thousand Four Hundred Dollars (\$2,400.00) for One Sky Community Services, a human services organization for the purpose of providing resident services supporting families and children that have developmental disabilities. This is a special warrant article. (Majority vote required) (Recommended by the Board of Selectmen) (Recommended by the Budget Committee) (Estimated \$0.001 impact per \$1,000 on the tax rate).

#### **ARTICLE 31**

To see if the Town will vote to authorize the Board of Selectmen to negotiate a lease of Town owned land for the purpose of installing, operating and maintaining a communications facility or facilities and related equipment, and to further authorize the Board of Selectmen, to so lease the areas, with any such lease to have a total term of not less than thirty (30) years, with the minimum yearly rent to be paid to the Town for the first year of each such lease in the amount of \$140,000, inclusive of host community fees, and with such additional, commercially reasonable lease terms as may be negotiated and agreed-upon by the Board of Selectmen. The subject land is owned by the Town of Seabrook and located at xxxx Street, Seabrook, NH, shown as Tax Map x, Parcel x and further described in a deed recorded at the Rockingham County Registry of Deeds in Book xxxx, Page xxxx. This is a special warrant article. (Majority vote required) (Recommended by the Board of Selectmen).