

TOWN OF SEABROOK

SELECTMEN'S SPECIAL MEETING

JULY 22, 2024

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

Ravi opened the meeting at 5:30PM.

**MEETING - BEACH VILLAGE DISTRICT COMMISSIONERS**

Beach Commissioners Don Hawkins, Ed Davie and George Corde were present.

Ravi explained the need for this meeting and the questions that were posed. He said the answers have been given in writing and posted in different areas around town.

Don Hawkins said he proposed an agenda that he would like to discuss. He said communication is of concern and would like both boards to agree upon the way to communicate. The Board of Selectmen would like to have an email go to the town manager and that email will be disseminated appropriately.

There was discussion on how residents are to send concerns/issues. Depending on what the concern or issue is this method could vary. If the question goes to the beach commissioners and it is a concern for the town, they can send it to the town manager and vice versa.

Ravi read through the list of issues by the town and the corresponding answers (see attached). For question #2 Ravi also read what was put on the back of the water & sewer bill explaining the increase (see attached). It was stated that this was discussed for several years and in 2023 many hours were put in and it was not something that was done overnight.

There was discussion on crosswalks. In the past the answer received from district 6 at the state level is they will not put a crosswalk in on a 4-lane highway.

There was discussion on sidewalks. Mr. Eaton said he would prefer to see a pavement sidewalk rather than concrete. Mrs. Kyle stated this is a dangerous area for people walking, referencing the area between Hooksett Street and Portsmouth Avenue.

George Corde asked where the police are through the town. Board recognized the police are all over the town and many officers

are seen at the beach daily. Ed Davie agreed there is a lot of police presence.

Beach commissioners do not believe that it is the beach building inspector's authority to enforce the boundary lines. They feel this is outside their job duties. There was discussion on the patios (Hardscape) that don't require building permits. Many of these patios encroach on town land and questioned whose authority it is to enforce. Mr. Manzi said the town can order they take the building down if it encroaches on town land. However, if they are looking to enforce further encroachment on town land then they need to have a policy that forces a building permit for the patios such as Hardscape, so the permits can be denied.

There was discussion on enforcement of dogs on the beach and fireworks. The enforcement issue is of concern as soon as they go to look at the act in question those people are already gone. It is very hard to enforce these types of situations.

Ed Davie asked why the walkways at the beach are not on a routine maintenance schedule as with the parks and cemeteries. Mrs. Kyle said some homeowners are planting vegetation on the boardwalks that are creating these problems. Ravi said they are going to look into the cost so they can periodically clean the walkways. Don Hawkins asked if this can be added to the master beach plan, so they know what is allowed. Mr. Manzi said there are times when the cemeteries were not mowed regularly due to manpower issues. He said he has been directed to look into the cost and bring it back to the board.

Ravi said they are working on the signage with the police chief and DPW manager. They have talked about having a QR code with all rules so people can pull the rules up on electronic devices.

Ravi explained that Madeleine Dilonno is making recommendations on the 19 boardwalks and looking at grants that may be available.

Ravi explained how the DES permit only allowed the town to go so far on the Andover Street boardwalk and requires an additional permit to continue. However, they are waiting for the recommendation of the coastal resiliency which may have a solution which could include grant money, so they don't want to be redundant.

The questions regarding Lawrence Street and Merrimack Street walkways have the exact same answer as the previous 3 questions.

Ed Davie asked why these walkways and mobi mats are any different than the parks and cemeteries. Mr. Eaton commented that the mobi mats are an extension of the current boardwalk. He said the study is good and will show what needs to be done to address this issue. Mr. Eaton doesn't believe there needs to be a mobi mat on every single boardwalk. Don Hawkins believes having a formal study will be much more successful of getting grant money if any is available.

Ravi commented that if the rules are not being enforced it is not because of the unwillingness of the town. It is rather that once the police arrive on the scene there is no one to enforce it to. He said the people in town can be the eyes and ears by taking pictures on their phones and giving those to the police. This will help with the enforcement of the concerns.

Driveways at the beach are of major concern and why the 20' isn't enforced at the beach. It was stated that some homeowners don't want to see painted lines for parking spaces.

The board disagreed on the tree removal from Andover Street right of way and it was stated there was a DES permit for this tree removal. The beach commissioners would like to see a copy of the permit from DES.

Ravi commented that rules are put into place for everyone so it would be courteous for everyone to follow the rules.

Mrs. Kyle said the parking enforcement agents do not enforce the rules on construction vehicles. Ravi asked the town manager to instruct the parking agents to enforce the rules on construction vehicles. Mr. Manzi said if there is an illegally parked construction vehicle, and the police ask them to move the vehicle and they do that is different than the police not giving a ticket. He said the police are trying to be reasonable with their approach to the situation. Mrs. Kyle said if the company repeatedly denies the requests that is a different scenario. Suggestion by Don Hawkins was to consider a placard that would bring the town revenue for the construction companies.

Identification of the 20 feet of each property where it is not clear. Many people complain they do not know where parking is acceptable, and the homeowners complain they are parking in front of their homes.

Jason Janvrin commented it is not the authority of the selectmen it is the authority of the planning board. Mr. Eaton disagrees and feels it would be the enforcement of the selectmen. Mr.

Manzi said the driveway permit comes from the road agent. For an existing driveway that is more than 20 feet then they have had the police determine the 20-foot driveway. No homeowner can enforce no parking beyond the 20-foot driveway. Mr. Eaton feels if the beach residents want articles passed then they need to make it accessible to the in-town residents.

There was further discussion for a policy on driveway permitting on new buildings. This would put the onus on the homeowner rather than on the town. The plan would need to include the driveway. There would be agreement once the beach building inspector is consulted.

There was discussion on the existing homes that have a driveway larger than 20 feet. Ravi asked that this be put on the beach commissioners meeting as well as the SBCA to get input from the people who are going to be affected.

Don Hawkins said if they set the new policy for the new builds, he would like cooperation from the town to help enforce it. Mr. Manzi said he agrees and said he is just looking for some coordination between the beach building inspector and the road agent so that both are on the same page.

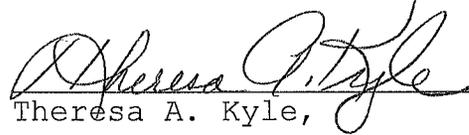
Basement pumping at the beach to mitigate roadway flooding. This becomes an issue usually in the spring. There was discussion on the storm drain infrastructure. Don Hawkins suggested they have a policy that states they cannot have water leave their own property. Ravi discussed the study that was done to have new infrastructure allowing the water to flow into the marsh, but it was a large expense that would need to be bonded.

Ravi said there are 2 remaining policy items that they need to schedule another meeting. Next meeting will be scheduled with Don Hawkins and the town manager. The beach commissioners' meeting is the second Wednesday of the month at 7PM.

MOTION: Ravi To adjourn the meeting  
Second: Harold F. Eaton at 7:34PM.  
Unanimous

Minutes taken by Kelly J. O'Connor.

Approved and endorsed:

  
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Theresa A. Kyle,

Clerk

Date: 9/23/24

## PROPOSED AGENDA

### Joint Meeting of Seabrook Board of Selectmen and SBVD Commissioners

July 22, 2024

#### I. Purpose of the Meeting:

To open a more formal dialogue between the Selectmen and the Commissioners to address issues that may require a greater level of communication and cooperation between the two boards.

#### II. Today's Goals:

- Agree on preferred communication method between boards; email, phone, written report?
- Appoint responsible person for each group to stream line communication. TM, BoS member(s), Department heads, Commissioner(s)
- Establish frequency of joint meetings: (one - four times per year?) to review new issues and report progress on existing issues.
- Agree on preferred method for residents to raise issues:
  - Email, phone, attending BoS or Commissioners meetings?
  - Communicate with: TM, Department heads, Commissioners?
- Establish an "Issues List" for the two boards to set priorities, answer questions and establish who is responsible for taking action if needed. Use to record answers to questions and agreed on actions. Post at SBVD meeting room.
- Establish an "Projects List" to set goals, assign responsibilities and track progress on larger long term projects. Use to follow up on progress at future meetings.

#### III. Initial review of "Issues List"

This list was generated primarily by members of the Seabrook Beach Civic Association with input from the SBVD Commissioners, the Seabrook Selectmen and the Seabrook Town manager. It is a long list with many questions that have been answered in the past. Some of the questions have established policies that the person asking may not be aware of or be willing to acknowledge. Formally answering the questions and establishing new policies where warranted should help to shorten the list considerably. Some of the issues can be disposed of today.

#### IV. Public Comment

# SEABROOK BEACH ISSUES LIST

## Town

1. Can non-resident property owners use their parking placards as a “dump sticker” at the transfer station?

**A: Yes**

2. Why did the first quarter water and sewer bills double and in some cases triple?

**A: Answer provided several times at the BoS meeting and on the back of the most recent water bill**

3. Can additional crosswalks be added on Ocean Blvd./1A?

**A: 1A, aka Ocean Blvd, is a state highway and you should bring this request up with your State representatives and Senator.**

4. A “real” concrete sidewalk from Hooksett St. light to Hooksett St. entrance was part of the CIP plan about 5 years ago. Why wasn’t it installed? Is there a plan to install it in the future?

**A: Sidewalks are in the CIP, such as one on Centennial to Liberty Lane. Concrete sidewalk on Hooksett will be added to the CIP**

5. Can a Seabrook police officer be placed at the corner of Hooksett St. & 1A to direct traffic on densely populated beach days such as a Sunday afternoon from 4-8PM when everyone is leaving the beach?

**A: The BoS believes that the use of an officer when the traffic is congested and moving slowly will not be the best use of taxpayer dollars.**

6. The Town is not uploading Board of Selectmen meetings onto channel 22 in a timely manner. Can they be uploaded before the next meeting?

**A: The BoS expects that the minutes in the draft form and the Videos of the BoS meetings will be posted no later than the Friday of the week of the BoS meetings.**

7. The reception on channel 22 is horrible. (very low volume and poor quality - not a cable TV issue) Can it be improved?

**A: We are, in cooperation with Comcast, in the process of upgrading Channel 22 to HD.**

8. How do residents arrange to have the Town remove heavy debris that has washed up on the beach.

**A: Follow the process already in place. The beach is regularly raked, to the extent that the Piping Plover situation allows us to. For the removal of unusual items washed up on the beach, please contact the Town Manager.**

## Beach

1. Non-native vegetation being grown next to the Right of Ways on Town land by ocean-front homeowners (such as on Tyngsboro St.). Does the Town of Seabrook have a policy for planning on Town Land? Does the NH DES have a policy on planning in the dunes? How are the policies enforced?

**A: The deed for Seabrook Beach, owned by the Town of Seabrook, requires that the dunes should be left in their natural state, and where disturbed, allowed to return to the natural state over time. The NH DES requires permits for any proposed work that might disturb the dunes. Hence, those beachfront property owners who have developed outside their property lines are in violation. To have them reverse it is highly contentious, disruptive and potentially costly to the town. The best time to enforce the property boundaries is when the beachfront property is up for permitting. We depend upon the Beach Precinct building inspector for such enforcement.**

2. Sand-dune grass is being removed by a Bob-Cat off Ocean Drive; dune restoration. Who is responsible for the dunes and enforcing Town and NH DES policy?

**A: This is an illegal act. The BoS is considering planting dune grass all along the western line of the North Beach.**

3. Why doesn't the DPW dig out the ROWs, clear the ROW of overgrown bushes, pick up litter, scoop up dog waste, remove trash that is left behind, remove broken beach umbrellas, beach chairs, etc. (Why are these things all left to the SBCA volunteers? - please note: question is being asked by SBCA members & not the SBCA board).

**A: The Town of Seabrook does rake and clean the beach as much as the Piping Plover situation allows it. The Town also has a carry-in/ carry-out policy that require that no trash be left behind by the beachgoers. SBCA volunteers do the rest to keep the Seabrook Beach pristine. We thank the SBCA for that. The Town will quantify the cost of getting the DPW to clean the boardwalks a few times each summer.**

## Accessibility / Right of Ways

1. Can the signs at the Right of Way openings be consolidated? There are too many signs and not enough people following their advice.

**A: Work in Progress**

2. What is the status of the continuation of the Right of Way on Newbury St. that was 'promised' 2 years ago?

**A: Madeleine Dilonno of the Rockingham Planning Commission has been leading a study of the NH Coastal Resiliency, and as a part of it, has been studying the issues around Seabrook Boardwalk restoration. Her final recommendation will be included in the Town CIP and presented to the Voters for approval for implementation. Please bring this to her at [mdilonno@therpc.org](mailto:mdilonno@therpc.org), who has been leading the study on NH Coastal Resiliency, which includes the restoration of Seabrook Beach Walkways, so that her recommendations address this concern.**

3. When will the rest of the Andover Street path to the beach be completed?

**A: Currently, the Town is in the process of quantifying the cost of DES permit for this work. However, the actual implementation will depend upon the recommendation by the Coastal Resiliency study.**

4. The Lawrence St. Right of Way is very steep. Residents are requesting a handrail be built similar to near-by ROWs. Will the Town provide this handrail?

**A: Madeleine Dilonno of the Rockingham Planning Commission has been leading a study of the NH Coastal Resiliency, and as a part of it, has been studying the issues around Seabrook Boardwalk restoration. Her final recommendation will be included in the Town CIP and presented to the Voters for approval for implementation. Please bring this to her at [mdiiionno@therpc.org](mailto:mdiiionno@therpc.org), who has been leading the study on NH Coastal Resiliency, which includes the restoration of Seabrook Beach Walkways, so that her recommendations address this concern.**

5. Will the Town extend the Lawrence Street Right of Way Trex platform down closer to the ocean?

**A: Madeleine Dilonno of the Rockingham Planning Commission has been leading a study of the NH Coastal Resiliency, and as a part of it, has been studying the issues around Seabrook Boardwalk restoration. Her final recommendation will be included in the Town CIP and presented to the Voters for approval for implementation. Please bring this to her at [mdiiionno@therpc.org](mailto:mdiiionno@therpc.org), who has been leading the study on NH Coastal Resiliency, which includes the restoration of Seabrook Beach Walkways, so that her recommendations address this concern.**

6. Many of the beach paths need maintenance to repair the Trex walkways including the Merrimack St. Right of Way. The Town has a list of the paths needing repair. Does the Town have any plans to make these repairs? Would the Town allow the SBVD to hire a contractor to do the repairs?

**A: Madeleine Dilonno of the Rockingham Planning Commission has been leading a study of the NH Coastal Resiliency, and as a part of it, has been studying the issues around Seabrook Boardwalk restoration. Her final recommendation will be included in the Town CIP and presented to the Voters for approval for implementation. Please bring this to her at [mdiiionno@therpc.org](mailto:mdiiionno@therpc.org), who has been leading the study on NH Coastal Resiliency, which includes the restoration of Seabrook Beach Walkways, so that her recommendations address this concern. The town will allow SBVD to hire a contractor to repair the boardwalks. However, it will be advisable to see the recommendations from the Coastal Resiliency study before undertaking such work.**

7. The Beach Safety Committee has been experimenting with Mobi-Mats to extend the beach paths and eliminate the need to remove sand from the beach-end of the paths each spring. Will the Town continue to support this idea? Is the town willing to purchase some of the mats? Is the Town willing to install, remove and store the mats over the winter?

**A: The Mats are installed, maintained, de-installed and stored by volunteers. There are 12 Mobimats installed now on 19 Walkways. The town has no plans to appropriate taxpayer dollars for purchasing Mobimats.**

8. Some ocean-front homeowners are encroaching into the dunes and the Right of Ways effectively extending their property, but not paying taxes on it. Does the Town have a policy and a plan to deal with this encroachment?

**A: The deed for Seabrook Beach, owned by the Town of Seabrook, requires that the dunes should be left in their natural state, and where disturbed, allowed to return to the natural state over time. The NH DES requires permits for any proposed work that might disturb the dunes. Hence, those beachfront property owners who have developed outside their property lines are in violation. To have them reverse it is highly contentious, disruptive and potentially costly to the town. The best time to enforce the property boundaries is when the beachfront property is up for permitting. We depend upon the Beach Precinct building inspector for such enforcement.**

9. Can beach path maintenance be added to the Seabrook Beach Plan to add a level of importance to path maintenance?

**A: Addressed earlier in this document.**

Enforcement

1. Fireworks continue to be a problem at the beach creating a fire hazard, endangering piping plovers and affecting dogs and other pets with PTSD. Does the Town have any plans to enforce the existing Seabrook fire-works laws?

**A: This is covered by The Seabrook Beach Rules, which are posted on the website. These rules are emphasized several times by the BoS throughout the year. It is impractical to enforce "Courtesy."**2. Why isn't the Town's 20 ft. driveway ordinance enforced at the beach?

**A: This issue requires discussion.**

3. Recently a tree was removed from the Andover Street Right of Way by a homeowner's contractor. Does the Town have any plans to fine the homeowner and contractor? Will they be required to replace the tree?

**A: It has been ascertained that this tree removal was legally permitted.**

## Dogs / Courtesy/ Parking

1. Dog waste continues to be a problem. Whose responsibility is it to pick it up if the owners don't do it - the DPW? Will it be enforced? Is there a fine? How much?

**A: This is covered by The Seabrook Beach Rules, which are posted on the website. These rules are emphasized several times by the BoS throughout the year. It is impractical to enforce "Courtesy."**

2. There are many dogs without leashes on and off the beach. Is there a leash law in NH and in Seabrook? Will there be any enforced? How much are the fines and are they ever used?

**A: This is covered by The Seabrook Beach Rules, which are posted on the website. These rules are emphasized several times by the BoS throughout the year.**

3. Parking issues are ever present at the beach including:

- Copying placards.

**This has happened only once in the past, and that too to make up for the placard not returned by the tenants.**

- Not ticketing cars parked illegally including contractors.

**Illegally parked vehicles are ticketed. If any citizen sends a picture of the illegally parked vehicles with the location and the License plate of the vehicle clearly legible to the Town Manager, immediate action will follow.**

- Cars blocking "illegal driveways."

**Illegally parked vehicles are ticketed. If any citizen sends a picture of the illegally parked vehicles with the location and the License plate of the vehicle clearly legible to the Town Manager, immediate action will follow.**

- Homeowners parking their cars in the street and leaving their own driveways empty.

**This is not unlawful.**

- Homeowners leave their cars parked in the streets long after their company has left.

**This is not unlawful.**

- Cars parked overnight in the street without being ticketed. Is there a comprehensive Seabrook ordinance that deals with all these issues? Is the parking enforcement officer authorized to deal with all these issues?

**A: Overnight parking on the streets is illegal. If any citizen sends a picture of the illegally parked vehicles with the location and the License plate of the vehicle clearly legible to the Town Manager, immediate action will follow.**

4. New construction vehicles parked in the street blocking traffic flow. Can anything be done to improve the situation?

**A: Illegally parked vehicles are ticketed. If any citizen sends a picture of the illegally parked vehicles with the location and the License plate of the vehicle clearly legible to the Town Manager, immediate action will follow.**

## Beach Zoning Considerations

1. Why aren't permits required for outdoor hardscape projects including driveways?

**A: This requires discussion.**

2. Why are new homes at the beach allowed to construct basements that will require continuous pumping when the ground water table is high? Why are homes allowed to pump water onto Town land which may cause flooding on neighboring properties?

**A: This requires discussion.**

## UPDATED -2024 WATER/ SEWER RATES

On November 13, 2023, at a public meeting the Board of Selectmen, acting in their capacity as Water and Sewer Commissioners, voted to make the Water and Sewer departments an enterprise fund. New water and sewer rates effective January 1, 2024, will fund the operations of the water and sewer departments, including all capital expenses, fully, taking that burden off the tax rate. Last year the taxpayer subsidy was over \$2.3 million. Below you will find the new rate table of the residential water and sewer rates.

RESIDENTIAL METERS BASE RATE				
Quarterly Base Rate				
5/8" Meter	Water = 20.64	Sewer = 39.00		
3/4" Meter	Water = 30.94	Sewer = 58.46		
1" Meter	Water = 51.57	Sewer = 97.46		
<b>Fees</b>				
Cost of parts +10%				
Backflow permits 100.00 - Non-transferable				
Backflow renewal fee ---50.00 every 5 years				
Turn On's / Shut Off's during hours ---50.00				
Turn On's / Shut Off's after hours at cost +10%				
Meter Installation/Removals ---- 50.00				
Service Calls non water dept issues - \$100.00				
Service Calls after hours non water dept issues - at Cost +10%				
Contracted Services ---at cost +10%				
Final Reads 50.00				
Missed Appointments ---50.00				
Pressure & Leak Tests ---150.00				
Meter Testing ---at cost +10%				
Residential Usage Rates - Cost Per One Thousand Gallons				
Tier	Quantity	Usage	Water	Sewer
1	1 - 5,000	5,000	1.45	1.54
2	5,001 - 13,500	8,500	3.76	3.94
3	13,501 - 25,000	11,500	6.11	6.36
4	25,001 - 250,000	225,000	8.45	8.76
5	over 250,000		10.77	11.18