

## TOWN OF SEABROOK

SELECTMEN'S SPECIAL MEETING

MARCH 17, 2025

Theresa A. Kyle  
Harold F. Eaton  
Aboul B. Khan  
William M. Manzi, III

Mrs. Kyle opened the meeting at 9:30AM. Mrs. Kyle thanked everyone for coming out to vote.

### BOARD REORGANIZATION

MOTION: Theresa A. Kyle To nominate Harold F.  
Second: Aboul B. Khan Eaton as chairman.  
Unanimous

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

MOTION: Theresa A. Kyle To nominate Theresa A.  
Second: Aboul B. Khan Kyle as clerk.  
Unanimous

### MEETING - DPW MANAGER - TOWN ROADS PROGRAM

John Starkey was present at this meeting. He said he presented to the board the worst roads in town. The state bid low bidder is Continental Paving. He explained that the town is allowed to piggyback onto this bid. Mr. Starkey thanked the voters for supporting the article. He would like to come back to the meeting on April 7 to give the list of roads to the Board of Selectmen and would like to get to work soon thereafter.

MOTION: Harold F. Eaton To approve the low  
Second: Theresa A. Kyle bidder of district 6  
Unanimous for the town road work.

### MEETING - FIRE CHIEF

Fire Chief Bill Edwards was present for his report (see attached). He thanked the residents for coming out to vote. New fire captain Mark Potvin was sworn in on Friday. New ambulance is still in queue but looking at another year or so before we see it. There are 2 new firefighter positions open and hopes to have the new employees hired by his next meeting.

### REVIEW OF 2023 INDEPENDENT AUDIT

Mr. Manzi explained the letter written by the auditors regarding the FEMA money. There were 5 declared emergency events that the Town was able to receive money. In order to qualify you have to

show the emergency and the money spent on this emergency, in this case being personnel and overtime rates. This automatically triggers a single audit which is performed by the audit firm. When they produce the audit, they take the number of hours by the hourly rate to get to the money given to the town, in this case 1.9 million. In years past if the auditors cannot tie to those numbers, they would come to the town manager indicating that they were not able to come to the same numbers. They did not do this here and he did not see this until the exit interview. Mr. Manzi said after reviewing the spreadsheets provided by the finance manager, we were able to tie off to her numbers, however we are not ready to indicate whether those numbers are correct as there is still more to be done on those spreadsheets. He said while this is a political season, and he understands that the 1.9 million that Seabrook was given has been received and deposited to the fund balance and the money is still in this fund. A full report will be provided once the research on the rates is completed. Mr. Manzi said the new auditors will be performing a single audit on this as well and that report will be provided once complete.

Mr. Khan commented on the accounting department and errors that may or may not have been made. Once this is complete that report will be brought forward to the Board and the taxpayers. Mrs. Kyle commented that money spent, money reimbursed, and the money is still in the fund balance. Mr. Eaton said it is good to have this conversation because when people see this it doesn't sit well so this will tend to put their minds at ease. They will continue to have discussions about this to get to a resolution and having a new auditing firm completing a second single audit will be valuable for the taxpayers.

Kelly McDonald spoke about the 5 projects which is actually one project. She explained that FEMA only allows so much money to be reimbursed so it was broken down by months. She told the board when the checks were received and when they were deposited with all of the amounts. She explained how they were eligible for reimbursement. The board complimented Kelly McDonald on the work she put in to get this money reimbursed to the town.

Joe Titone also thanked Kelly McDonald on the amount of work that she put into getting this reimbursement from FEMA.

#### **MEETING - POLICE CHIEF**

Police chief Brett Walker was present for his report (see attached). There was discussion on grants for different products that may be available for the school. He said they are



fully staffed with dispatchers and 2 open positions for police officers.

Chief Walker followed up on items previously discussed with the board. There was discussion on the parking program he would like to introduce. He said the representative from the company could present the program to the Board. Mr. Eaton commented on the new position and said he is against creating a new position without the taxpayers voting on the position. Where it would be created with grant funding, he has seen where the funding ends and it gets absorbed in the budget. Chief Walker said this isn't a treatment, it would be early intervention for children. Mr. Eaton also feels that if we are promoting a patrol officer to a sergeant it should go before the voters. Chief Walker said this is similar to the board allowing a laborer to go to a certified laborer. He said per the contract we are paying for it now but on an OT basis. This would be a patrol sergeant they do go out on the road and supervise the patrol staff. Mr. Eaton would like more information on this position before making a decision such as the pay rate and what it is costing the town now over a 3-month period. Chief Walker said there is also a liability to the town as the patrol officers don't have the same level of training as a patrol sergeant who is in this position.

Mr. Khan asked how the patrol sergeant position would benefit the taxpayers. Chief Walker said different level of authority come with the rank or the ability to follow up with something that may have happened when they were the supervisor.

Mr. Khan said nationally the overdose deaths are going down but in Seabrook it went up. Chief Walker said he cannot necessarily explain why this happened.

Mr. Khan asked if the department could look at the speed that is happening on Walton Road as it has been a concern of the residents. Chief Walker said they can put out the speed trailers now that the snow has melted.

#### **WATER SERVICE APPLICATION**

PCS LLC - 95 Ledge Road Units 7 & 8

MOTION: Harold F. Eaton  
Second: Theresa A. Kyle  
Unanimous

To approve and sign the  
water application.

#### **1 ELDERLY EXEMPTION**

MOTION: Harold F. Eaton  
Second: Theresa A. Kyle  
Unanimous

To approve and sign the elderly exemption.

**VETERAN EXEMPTION**

John & Cynthia Quigley

MOTION: Theresa A. Kyle  
Second: Aboul B. Khan  
Unanimous

To approve and sign the veteran exemption.

**TAX ABATEMENT**

Susan MacPherson - \$572.70

MOTION: Theresa A. Kyle  
Second: Aboul B. Khan  
Unanimous

To approve and sign the tax abatement.

**ABATEMENT**

JK5 Ventures LLC - 186 Ocean Blvd. - \$1514.38

MOTION: Harold F. Eaton  
Second: Aboul B. Khan  
Unanimous

To approve and sign the abatement.

**QUESTIONS/COMMENTS**

Mr. Khan thanked the residents for coming out to vote in the town election.

Mrs. Kyle read a memo by the town manager on hazardous waste day on October 4 in Exeter, NH.

Mr. Eaton acknowledged the 8<sup>th</sup> grade boys' basketball team that attended a tournament in Rhode Island coming in 4<sup>th</sup> out of 192 teams. He thanked the sponsors for making this happen. He also thanked the coaches.

Michele Knowles - she had a couple residents reached out to donate some marshland. She will make copies and provide them with the board to review and they can let her know what they would like to do.

**NON-PUBLIC SESSION**

MOTION: Theresa A. Kyle  
Second: Aboul B. Khan  
Unanimous

To enter into non-public session according to RSA 91:A:3, II (e) negotiations.

Roll call:

Mr. Eaton - yes

Mr. Khan - yes

Mrs. Kyle - yes

MOTION: Theresa A. Kyle

Second: Harold F. Eaton

Unanimous

To adjourn the meeting  
at 12:27PM.

Minutes taken by Kelly J. O'Connor.

Approved and endorsed:

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Theresa A. Kyle  
Clerk

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