

TOWN OF SEABROOK

SELECTMEN'S MEETING

DECEMBER 15, 2014

Present: Edward J. Hess Jr. 10:00AM  
Raymond Smith  
Aboul B. Khan  
William Manzi III, Town Manager

Chairman Hess opened the meeting at 10:03AM

Pledge of Allegiance

**PUBLIC HEARING - DECLARING AN EMERGENCY LANE ON JEAN DRIVE  
EXTENSION.**

Chairman Hess opened the public hearing at 10:03AM. He read the notice of public hearing into the record (attached).

Selectman Khan spoke on this as he is the selectmen's representative to the Planning Board. It was requested by DPW Manager John Starkey that the Selectmen open road as an emergency lane to make it easier to plow and for emergency vehicles. The Police Chief and the Fire Chief are in agreement that it would make things easier for emergency vehicles if the road was open.

Selectman Khan wants to make it clear that by adopting the road as an emergency lane does not mean the road is being accepted as a town road.

The public hearing closed at 10:15.

MOTION: Aboul B. Khan To accept Jean Drive  
Second: Raymond Smith as an emergency Lane  
Unanimous in the Town of  
Seabrook.

**MEETING - GRANT WRITER**

Donald Hawking and Jason Janvrin were present for this meeting. Don informs the board that the Planning Board has discussed increasing the number of grants the town applies for. It is very time consuming. The Planning Board has had 4 grants in as many years.

One recommendation would be to form a grant committee that the Town Manager would chair. The reason that it is suggested the Town Manager be chairman is so all department heads would show up at meetings. It is suggested that to begin meetings should be held monthly then quarterly.

Another recommendation would be to hire a grant writer. Preferably someone familiar with available grants.

Don says if you look at the Capital Improvement Plan for 2015 there are a lot of "big ticket items" that could possibly be paid for with grant money.

Selectman Hess thinks the town should look into the possibility of getting a grant writer for the town.

Selectman Khan thinks it's a great idea to form a committee. He would like to invite someone from the Rockingham Planning Commission to sit on the committee.

Jason would like the Town Treasurer, Oliver Carter to be invited to be a member. He also suggests that hiring a grant writer should be put on the ballot for the voters to approve.

Paula Wood from the Budget Committee and Planning Board suggests a line item be created in the budget for this.

Selectman Smith would like to see the town hire a grant writer. He believes it will save the town money.

MOTION: Aboul B. Khan  
Second: Raymond Smith  
Unanimous

To give the Town Manager the authority to form the committee and to include elected committee official and anyone he feels would be important to the committee.

The Board would like a report from the Town Manager in 3 months. The goal will be to identify grants and bring any and all info to Selectmen.

The Selectmen would also like the Town Manager to create a line item in the budget for \$1,000 for grant writing purposes.

Jason and Don left the meeting at 11:08AM.

**MONTHLY MEETING - DPW MANAGER**

John Starkey was present for his monthly meeting.

There was general discussion on Mr. Starkey's monthly report (attached).

Mr. Starkey informs that his department has been busy with snow and ice. They start preparing in August. The generators, snow blowers and snow plows need to be readied for winter.

Selectman Khan asked John what the weekend transfer station hours are because he has been getting complaints. John says the hours are Saturday and Sunday from 7AM - 11AM.

Selectman Khan asked John about the pedestrian bridge on Beckman's Island. Mr. Starkey informs that the bridge was built by his department and is ADA compliant. Most of the materials are recycled.

Selectman Khan wishes to thank all those involved with this project.

Selectman Hess wishes to thank the DPW crew on a job well done.

Mr. Manzi asked John about the waste management price increase. John says under our contract the price will be increased to \$88.39 per ton on January 1, 2015.

<u>MOTION:</u>	Edward J. Hess, Jr.	To increase the
Second:	Raymond Smith	fees to \$89 per
Unanimous		ton.

Mr. Starkey left the meeting at 11:45AM.

**PREVIOUS MINUTES - DECEMBER 1 PUBLIC & NON-PUBLIC.**

<u>MOTION:</u>	Raymond Smith	To approve the
Second:	Aboul B. Khan	minutes.
Unanimous		

**PREVIOUSLY SIGNED PERMITS**

Mr. Hess read the list of permits (see attached).

<u>MOTION:</u>	Aboul B. Khan	To approve the
Second:	Raymond Smith	permits.
Unanimous		

**APPOINTMENT TO BUDGET COMMITTEE**

Chairman Hess stepped down as Selectmen's representative to the budget committee.

MOTION: Raymond Smith To appoint Aboul  
Second: Edward J. Hess, Jr. to the budget  
Unanimous committee.

**RECONSIDERATION OF SELECTMEN'S BUDGET**

Selectman Khan attended the last 2 budget committee meetings as representative. The budget committee would like the Selectmen to reconsider their budget. Selectman Khan requests dropping previous requested increase. He proposes a letter be sent to the budget committee with the request to stay the same as the 2007 salary request.

MOTION: Edward J. Hess, Jr. To accept new  
proposal.

Selectman Smith does not agree with Selectman Khan's new proposal.

Resident Paula Wood says as of now the Selectman's budget is \$0 and the budget committee has asked the Selectmen to compromise. Ms. Wood is upset that the Selectmen voted not to increase part time wages and cut their hours but are willing to give themselves raises.

Selectman Hess asked the Town Manager to clarify why the part timers hours were reduced. Mr. Manzi said it was his decision a Town Manager to reduce the hours.

5 minutes recess at 12:10PM.

Nothing changed with the Selectmen's Budget.

Jason Janvrin thinks there might be a conflict with Selectman Khan serving on the Planning Board and the Budget Committee. The Town Manager will check into it.

**ABATEMENTS**

Paul Tuminowski - 16 Raymond Drive - \$259.

MOTION: Raymond Smith To approve the  
Second: Aboul B. Khan abatement.  
Unanimous

**ABATEMENTS**

2013-2014 abatement for 307 Atlantic Avenue Realty Trust  
Year 2013 - \$1428 & Year 2014 - \$1428.

MOTION: Raymond Smith To approve the  
Second: Aboul B. Khan abatements with  
Unanimous interest for year  
2013.

**ABATEMENTS**

2014 Overtax Abatements

MOTION: Raymond Smith To approve the  
Second: Aboul B. Khan abatement for  
Unanimous \$4,158 & refund  
for \$2,071.

**2014 EQUALIZATION MUNICIPAL ASSESSMENT DATA SHEET**

MOTION: Aboul B. Khan To approve and sign.  
Second: Raymond Smith  
Unanimous

**ABATEMENTS**

Mackenzie Properties LLC - 28 London Lane - \$23.96, Jack Trust -  
247 Ashland Street - \$98.32 and Lund Family Rev Living Trust - 137  
Farm Lane - \$56.90.

MOTION: Raymond Smith To approve the abate-  
Second: Aboul B. Khan ments.  
Unanimous

**WATER SERVICE APPLICATIONS**

Mary McCarthy - 65 Atlantic Avenue and Parke Place Village - 44  
New Zealand Road.

MOTION: Raymond Smith To approve water  
Second: Aboul B. Khan service applications.  
Unanimous

**SEWER SERVICE APPLICATION**

Edward Lynch - 99 Concord Street.

MOTION: Raymond Smith To approve the sewer

Second: Aboul B. Khan service application.  
Unanimous

**REQUEST TO SURPLUS SEWER DEPARTMENT 1991 GMC SIERRA PICKUP**

MOTION: Raymond Smith To approve surplus  
Second: Aboul B. Khan request.  
Unanimous

**REVIEW AND RECOMMENDATION OF WARRANT ARTICLES**

MOTION: Edward J. Hess, Jr. To table until a  
Second: Aboul B. Khan future meeting.  
Unanimous

Paula Wood says she was at the Wastewater Treatment Facility building and wants to know where the money to build new garage came from. She believes the townspeople voted it down but it was built anyway.

Selectman Hess says the money was in the budget. Mr. Manzi says approval came from interim Town Manager Titone for \$22,000.

Selectman Khan says it is not office space it is a metal garage that houses equipment that needs to be stored.

Paula says money was never raised for this specific item.

Mr. Manzi says he will look into the situation.

Selectman Khan says this item was not brought up at a Selectmen's Meeting.

Jason Janvrin would like to know if this was brought up at a planning board meeting. He doesn't believe it was. He also would like to know if there were building and wetlands permits or if it went before the conservation commission.

MOTION: Raymond Smith To go into non-

Second: Aboul B. Khan  
Unanimous

public session under  
RSA 91-A:3, II, (c)  
Personnel.

Board will return to public session to adjourn only.

Roll Call  
Mr. Hess - yes  
Mr. Smith - yes  
Mr. Khan - yes

Meeting adjourned at 1:45PM  
Minutes taken by Amy Davis

Approved and endorsed

\_\_\_\_\_  
Aboul B. Khan, Clerk

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