

TOWN OF SEABROOK

SELECTMEN'S MEETING

JULY 21, 2014

Present: Edward J. Hess, Jr.
Raymond Smith
Aboul B. Khan
William Manzi

10:00AM

Mr. Hess opened the meeting at 10:08AM.

Mr. Hess announced the gun range would be closed on July 23 due to a pump test.

MEETING - BUDGET DISCUSSION & TAX RATE

Mr. Khan said the Board of Selectmen voted a few months ago to not increase the tax rate for the next two years and at that time it wasn't determined if it was the current year or the following year. There was some discussion with the Town Manager and he feels it would be too hard for a no tax increase this year as the budget had already passed along with the warrant articles but they could do it for the following two years.

Mr. Manzi commented the budget preparation centered on the 2015 budget due to the fiscal year. When the vote was made he understood it to be for the 2015 budget year not the current year budget. If it was for this year it would mean cuts to employees and services. Mr. Manzi said the Board of Selectmen would be presented with the facts and options for 2015 and then they could make recommendations as they see fit. He said he is working with Carrie to prepare the 2015 budget and have included an increase of 10% on the projected healthcare cost. The rates should be out in October and adjustments would be made at that time.

Mr. Hess said he attended the budget committee meeting last week and some of the department heads were present. He said after speaking with them they do not feel as though they will be able to present a 0% increase budget. He asked Mr. Manzi for his prediction for the next 6 months on expenditures. Mr. Manzi said they are going to strive to keep it as low as possible but the policy has been set by the Board of Selectmen and the department heads will need to live with it. Mr. Manzi said if the healthcare cost comes in at a 10% increase it doesn't mean the budgets are kept at 0%; it means the budgets would need to be reduced to meet the increase of the 10% to stay at a 0% increase. He said if the healthcare increases 26% again this year the Board of Selectmen are going to have some difficult choices to make.

Mr. Khan commented that once the budget and warrant articles pass at town meeting everyone is looking to spend the money quickly, his hope is that everyone will pay closer attention to determine what is really needed and if a project needs to be completed or could be done at a less cost. Mr. Manzi said one thing they will be looking for at the end of the year is the encumbrances the departments look for.

Mr. Smith asked if there are other areas they should be aware of in terms of gray areas outside of the healthcare costs and union negotiations. Mr. Manzi said no but he is hesitant as things like this can come out of the blue. Mr. Khan said negotiations with the power plant are an unknown in terms of the value which is also coming up in 2015.

Mr. Khan said he would like to request the Town Manager to invite the budget committee to a joint meeting in October to discuss the upcoming budget season. This meeting will be a work session outside of the regularly scheduled meeting.

MONTHLY MEETING - DPW MANAGER

John Starkey was present for his report (see attached).

Harborside Park - power plant will be having 3 transformers brought in and Mr. Starkey is recommending closing the park. He said this would be late August and his hope is to re-open around Labor Day.

Plovers - are gone and first time Mr. Starkey has seen this happen so early. He said the rake has not been out every day as the trailer that brings the rake in is getting repaired and he needs to juggle it with the roadside mowing.

Fishermen's Memorial - Mr. Starkey worked with former Selectman Robert Moore and designed a memorial. Mr. Moore's family was researching men and women lost at sea to add to the memorial. He is looking to see how this would be funded and said there is about \$17K left in the Harborside Park fund which was from a matching grant fund that could be used.

MOTION: Aboul B. Khan

To authorize the Town Manager and department head to work together on this project.

Motion had no second.

MOTION: Raymond Smith
Second: Aboul B. Khan

To move this project go forward through the Town

Unanimous

Manager and department head to submit all final information and bring back to the Board for one last approval unless the Town Manager sees any issues.

Mr. Starkey said the last request for Harborside Park is \$100K which is for the gazebo/bandstand. This would mimic the one that is in Hampton Falls. The price is between \$90-100K to construct. He is looking to seek the funds sometime in the fall when construction begins to slow down.

Transfer Station Fees - have been implemented for about one week and have charged about \$850. This has not all been collected due to invoicing, etc. This is unexpected revenue and is a tool to keep the tax rate down.

There was discussion on the scale house and minimum charge of \$2 for residents. They spoke about making an exception for someone who only comes in with one piece of wood, etc.

Joe Giuffre asked about the transformers coming through the harbor that has a weakened sea wall. Mr. Starkey said the bulkheads and sheet pilings facing the west are in a weakened condition. Where the transformers are going they do not land at the weakened area but at the ones that are in a much better state. The surety of this is being demanded of the power plant and is being handled through the treasurer's office and town manager's office. Mr. Manzi said they did have a meeting with all the stakeholders with how it is going to work as well as the insurance requirements. Mr. Guiffre feels they should be looking to the power plant for assistance with the weakened sea wall. Mr. Manzi said they did donate \$20K through Senator Stiles' project.

Theresa Kyle asked what the noise factor would be with this project. Mr. Starkey said it would be similar to the last move and they do the move in the middle of the night for traffic purposes and there may be some inconvenience to the residents. Mr. Manzi said they will notify everyone of the date once we have them.

Mr. Hess commented on the kids diving from the dock. He said if they dive at low tide they are going to break their necks as it is very dangerous. Mr. Starkey said there are signs but they can look into putting up more signs and other options.

TOWN MANAGERS REPORT

Mr. Manzi gave a highlight as to what is in his report (see attached). He thanked the staff for their hard work in helping with those projects. He mentioned the good work of the Assessor Angela Silva and read the letter from the DRA.

Mr. Manzi said he is recommending to the Board of Selectmen a title change for Kelly O'Connor from her current title of Executive Secretary to Deputy Town Manager, there would be no compensation change at this time. The position is to be more in line with what she is currently doing with more of a contribution to his office as well as the Board of Selectmen.

<u>MOTION:</u>	Raymond Smith	To approve the title
<u>Second:</u>	Aboul B. Khan	change from Executive
<u>Unanimous</u>		Secretary to Deputy
		Town Manager for current
		employee.

Mr. Manzi briefly went over some of the key functions of this position change (see attached).

Town Sidewalks Maintenance - the Town has an agreement with the State. Mr. Manzi said they are working on an RFP that should be out within the next week or so. He said there may be an alternative to this and is working with Mr. Starkey on it.

Centralized Purchasing - will be coming but there is some work to do beforehand with one being the electronic purchase order system that has been established but will not be fully executed for about 30-45 days.

Route 1 Widening Project - Mr. Khan asked if there could be an update on this as this past weekend was one of the worst they have seen. The traffic went from the town hall all the way past the intersection to Route 107. Mr. Manzi said he would reach out to the D.O.T. and have a meeting for a status on the project.

US Foods - they have received zoning approval and a conditional planning approval but will now be building out the entire facility. This will bring new jobs to the area that will be good quality positions. They will need to go back to the planning board with the final plans sometime in the middle of August. Mr. Manzi commented that the planning board and Board of Selectmen worked hard to get this project underway.

Union Negotiations - there is no labor attorney costs as there has been in the past which is a significant savings to the taxpayers. The largest item is the healthcare cost sharing and new arrangement with the HRA policy.

Mr. Hess read a letter from the Town Manager requesting an extension on his residency. He said he would appreciate any time the Board would be willing to consider.

MOTION: Raymond Smith To extend the Town
Second: Aboul B. Khan Manager's residency
Unanimous until January 1, 2015.

Mr. Khan said the planning board took action on impact fees and adopted a policy for the town to explore for just sewer and water for any large business coming into town. They would like the Board of Selectmen to adopt this policy so they would have the full support to move forward. Mr. Hess said the committee has worked hard on impact fees and ready to move forward and will place an article on the ballot in March. Mr. Smith said he would like to look at this further to make an informed decision.

Mr. Khan explained this request is to look at the water and sewer fees only. He said they would not have to put an article on the ballot but would give the committee support to go forward or there would be no work for them to do. Mr. Hess said he would like further discussion with the planning board on this before taking action.

Mr. Manzi said the planning board would like the Board of Selectmen to vote on impact fees for water and sewer only. Mr. Hess said he would like to know why just these two when impact fees can include police, fire, schools, buildings, etc. There was discussion on the exaction fees that are charged. It was stated these fees go to the State for the Route 1 widening project, bridge on Route 107, etc.

MOTION: Raymond Smith To move the planning
Second: Aboul B. Khan board look into the
Opposed: Edward J. Hess, Jr. procedure to go forward
on the water & sewer
impact fees as they
have laid out presently.

MOTION: Edward J. Hess, Jr. To have a meeting with
the planning board to
know why just water &
sewer

There was no second to motion.

PREVIOUS MINUTES - JUNE 16 PUBLIC, JUNE 30 PUBLIC AND JULY 14 PUBLIC

MOTION: Raymond Smith To adopt the minutes of
Second: Aboul B. Khan 6/16 public, 6/30 public
Unanimous and 7/14 public.

PREVIOUSLY SIGNED PERMITS

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

MOTION: Edward J. Hess, Jr. To approve the permits.
Second: Aboul B. Khan
Unanimous

TAX ABATEMENT - PSNH 2013

Mr. Manzi said both Angela Silva and Skip Sansoucy recommend denying this abatement.

MOTION: Raymond Smith To deny the abatement
Second: Aboul B. Khan based on recommendations
Unanimous

2013 TAX ABATEMENTS

Dana & Rose Marshall - 6 Maple Ridge Road - \$1,527
Riley Family Real Estate Trust - 855 Lafayette Road - \$1,700
Gillis Family Rev. Trust - 2 Roma Lane - \$703
James & Paula Bransfield - 399 Portsmouth Avenue - \$549
Lannan Trust - 398 Portsmouth Avenue - \$389

MOTION: Raymond Smith To approve and sign all
Second: Edward J. Hess, Jr. 2013 tax abatements.
Mr. Khan stepped out of the meeting at this time.
Motion passed.

ABATEMENT REFUNDS

Jess Revocable Trust - 97 Whippoorwill Street - \$20.26
Amber Eaton - 100 South Main Street - \$9.62

MOTION: Raymond Smith To approve and sign both
Second: Edward J. Hess, Jr. abatement refunds.
Motion passed.

WATER SERVICE APPLICATIONS

Salem Manufacturer's Homes LLC - 8 Hadley Road - \$50
Lisa Landolfo - 5 Provident Way - \$1,300

MOTION: Raymond Smith To approve and sign both
 Second: Edward J. Hess, Jr. water applications.
 Motion passed.

SEWER SERVICE APPLICATIONS

Lisa Landolfo - 5 Provident Way - \$800
 Ellen Meehan - 166 Ocean Blvd. - \$150

MOTION: Raymond Smith To approve and sign both
 Second: Edward J. Hess, Jr. sewer applications.
 Motion passed.

Mr. Khan returned to the meeting at this time.

3 ELDERLY EXEMPTIONS

MOTION: Raymond Smith To approve and sign all
 Second: Edward J. Hess, Jr. 3 elderly exemptions.
 Unanimous

QUITCLAIM DEEDS - HILLSIDE CEMETERY

Karen Blethroade - Section 30 Plots 20,21,49&50
 Richard Lynch - Section 30 Plots 18,19,47&48

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

HAWKERS & PEDDLERS LICENSE

John McGrath - Food Truck/Smoothies & Crepes

MOTION: Raymond Smith To approve and sign the
 Second: Aboul B. Khan hawkers & peddlers
 Unanimous license.

DONATIONS - WAL-MART

Police Department - \$1000
 Fire Department - \$1000
 Emergency Management - \$1000

MOTION: Raymond Smith To accept the donations
 Second: Aboul B. Khan and issue a thank you to
 Unanimous Wal-Mart.

Phyllis Farfaras thanked the Town, DPW, Police & Fire Departments for their work at the sand sculpting contest event this weekend. She feels it was beneficial for the children to

see these folks when there isn't any trauma and said they did a tremendous job.

HOOKSETT STREET PARKING ISSUE

Chief Lee Bitomske was present for this item (see attached memo). He said there has been an ongoing issue at Hooksett Street with parking and said it reduces the travel on this street. He said this is probably the busiest street on the beach so he wanted to follow up on it.

Chief Bitomske said this is the only street that has parking you pull into rather than parallel park. If those parking spaces were changed to parallel parking it would reduce the amount of parking spaces but due to the safety concern he is recommending they be changed. Mr. Smith said he believes it should be changed and he brought this up to the Town Manager as it is a hazard. Mr. Khan said this street has been used for handicapped parking and perhaps they could make more handicapped spaces and others can park in the parking area and walk to the beach.

Joe Guiffre said the issues on Hooksett Street have been brought up a few time and something needs to be done immediately.

<u>MOTION:</u>	Aboul B. Khan	To change the parking
Second:	Edward J. Hess, Jr.	for handicapped as
		parallel parking only
		and all others park in
		the parking area at the
		welcome center.

Mr. Smith is concerned with the "all others" parking in the parking lot. Mr. Khan withdrew his motion.

<u>MOTION:</u>	Aboul B. Khan	To change parking to
Second:	Raymond Smith	parallel parking for
Unanimous		handicapped only on
		Hooksett Street.

Mr. Smith said he had numerous residents that stated they enjoy the use of the parking lot within the harbor but he said there is a lot of parking that is not being used which should be addressed this fall.

Mr. Khan said he attended a planning board work session and also a meeting on the sea level rise with other surrounding communities which was held at the Seabrook Library. Mr. Hess said it is going to be important to the town to protect the

beach and at some point in time will need to form a committee to look into this. Mr. Manzi said the group which includes Seabrook residents will continue to meet and probably wouldn't be a bad idea to form a committee.

Mr. Hess said there was a sobriety checkpoint this past weekend with the State police and it went very well.

Phyllis Farfaras asked about the hawkers & peddlers license the Board of Selectmen approved and said the parking lot only has so many spaces and how does this affect the resident who has a legal right to park in the lot. There was discussion on the ordinance and what it allows.

Doris Sweet said she would like to be considered for the committee on Sea Level rise when it is formed.

NON-PUBLIC SESSION

<u>MOTION:</u> Raymond Smith	To go into non-public
Second: Aboul B. Khan	session under RSA
Unanimous	91-A:3, II (a) personnel
	and (e) legal.

Roll call:
Mr. Hess - yes
Mr. Smith - yes
Mr. Khan - yes

Board reconvened in public session at 2:20PM.

Meeting adjourned at 2:20PM.
Minutes taken by Kelly J. O'Connor

Approved and endorsed

Aboul B. Khan, Clerk

Date: _____