

TOWN OF SEABROOK

SELECTMEN'S MEETING

MAY 20, 2013

Present: Aboul B. Khan  
Edward J. Hess, Jr.  
Raymond Smith  
Joseph Titone

10:00AM

Chairman Khan opened the meeting at 10:00AM.

**MONTHLY MEETING - WATER SUPERINTENDENT**

Curtis Slayton was present for his monthly report (see attached).

Water Rates - were extended for a no increase until June 2013. Mr. Slayton said it takes time to put the numbers together so he is looking for direction as to where the Selectmen want to go.

Mr. Titone said he would like to do a study of comparable towns and how they determine water rates. Mr. Slayton said he would look into this and provide information to the Selectmen. Mr. Khan said the consultant could come in but it would cost money. Mr. Slayton said the rates are based on the figures of the budget, tax rate and CIP for 2010. The increase in rate was calculated over a 3 year period.

Mr. Hess asked about having the water usage on the bill. Mr. Slayton said it is not on the bill currently but he can have it incorporated for about \$2K.

Robie Beckman asked why the rate structure changed if it was already put into place. Mr. Khan said the Selectmen approved the increase about 18 months ago and at the end of 2012 the Selectmen agreed to not increase the rate due to the economy situation. He doesn't feel it is a good time to increase the rate. Mr. Smith said he would like to see all of the information before making a decision. Mr. Hess asked if the bond is being paid without the increase and Mr. Titone said it was.

Paula Wood asked about the usage being on the bill. Mr. Slayton said the information is available through the office and any resident can call to get the information.

Paula Wood commented that whether or not the rates are raised they still need to pay the bills and that would be through the budget and tax process.

There was discussion on the rates for water and making it self-sufficient. There was discussion on the service fee of \$30 per quarter.

Mr. Slayton said there has been a change in the usage of water due to the increase in the rates.

Mr. Khan requested that Mr. Slayton recognize his employee who will be completing 35 years of service. Mr. Hess said they should also recognize Robert Granlund who recently retired and worked many years for the Town.

Gravel Pack Well #1 - had a fire and is offline, an insurance claim has been filed and should cover most if not all of the damages.

Water Main Flushing - will be completed tonight. Mr. Slayton said they did a lot of the flushing during the day, which saved on the overtime cost and it worked well.

Curtis Slayton left the meeting at 10:30AM.

#### **PREVIOUS MINUTES - MAY 6 PUBLIC AND MAY 13 PUBLIC**

MOTION: Edward J. Hess, Jr. To adopt the minutes of  
Second: Raymond Smith 5/6 public and 5/13  
Unanimous public.

#### **PREVIOUSLY SIGNED PERMITS**

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

MOTION: Edward J. Hess, Jr. To approve the permits.  
Second: Raymond Smith  
Unanimous

#### **WATER & SEWER WARRANT - \$46,391.54**

MOTION: Edward J. Hess, Jr. To approve and sign the  
Second: Raymond Smith warrant.  
Unanimous

#### **WATER SERVICE APPLICATIONS**

Jim Regan - 79 Pine Street - \$50  
Paul Wilkinson - 78 Seabrook Road - \$50  
Bruce Brown - 136 Lower Collins Street - \$400

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

Unanimous

**SEWER SERVICE APPLICATIONS**

Jim Regan - 79 Pine Street - \$150

MOTION: Edward J. Hess, Jr. To approve and sign the  
Second: Raymond Smith sewer applications.  
Unanimous

**JUNKYARD PERMIT**

Fogg's Auto Recycling - 45 Stard Road

MOTION: Edward J. Hess, Jr. To approve and sign the  
Second: Raymond Smith junkyard permit with the  
Unanimous restrictions from Code  
Enforcement.

**SPECIAL RESIDENT PERMIT RENEWAL**

Linda Peterson - 90 Portsmouth Avenue

MOTION: Edward J. Hess, Jr. To approve and sign the  
Second: Raymond Smith permit renewal.  
Unanimous

Mr. Khan said 2 applications came in after the closing of the agenda. One is a water service application and the other is a sewer service application for Bruce Brown.

MOTION: Edward J. Hess, Jr. To approve and sign the  
Second: Raymond Smith water application for  
Unanimous 91 Cynthia Circle.

MOTION: Edward J. Hess, Jr. To approve and sign the  
Second: Raymond Smith sewer application for  
Unanimous 136 Lower Collins St.

**REVIEW OF HIRING OF TOWN MANAGER**

The Board of Selectmen will hold a non-public session on Friday, May 24 at 12PM to review the resumes.

Mr. Smith suggests after reviewing the resumes each Selectmen list their top 5 candidates so worst case scenario is they would hold 15 interviews. His hope is that there would be 2 or 3 that each would share and would limit the number of interviews they hold. Mr. Khan said the main criterion in posting is what he is looking for and he will not accept anything less.

Robie Beckman asked if the Selectmen would consider visiting the Town where the candidate is working to see what the people think of that person. Mr. Khan indicated he would not be in favor of this as it could jeopardize the person's reputation. Mr. Hess said he would contact the personal references.

There was discussion on the top 3 candidate's names being released and in the newspapers so it would no longer be an issue. The Selectmen agreed they would go through the normal process of doing a background check. There was discussion on confidentiality and candidates who back out of the position when it comes down to the final 3. There was discussion on the charter and the legal ramifications. Mr. Titone said he would check into this.

Mr. Smith said no criteria were established for the Town Manager. Mr. Khan said when the posting was set the criteria were set. He said that is the guide they need to establish the criteria. Mr. Hess said his criteria are based on the advertisement. There was discussion on the criteria.

Paula Wood spoke about the money for channel 22. She said she talked with the DRA and they need to have an account setup through the Trustees and then the money would go into that account and used when needed. She requested a letter from the Board of Selectmen authorizing her to raise money for channel 22. Mr. Titone will look into this and write a letter for the Selectmen to approve at the meeting on Friday.

There was discussion on the Comcast negotiation contract. There was discussion on raising the franchise fee and using it for channel 22.

Robie Beckman asked if the agenda could be put on the website for the meetings. The Secretary advised him that the agenda is put on the website on Friday.

There was discussion on the middle school receiving the Eddie Award. Mr. Cassassa thanked the community for their support. The Board of Selectmen extended an invitation to the teacher who was recommended for Teacher of the Year to their next meeting.

The Board of Selectmen requested a meeting be held with the Town Manager, Finance Manager and Paula Wood to discuss using some of the franchise fees towards channel 22.

Mr. Hess commented that the traffic on Route 1 is going to be bad for a while.

Mr. Khan said the Memorial Day parade is May 26 at 9AM.

MOTION: Edward J. Hess, Jr. To adjourn the meeting  
Second: Raymond Smith at 11:30AM.  
Unanimous

Meeting adjourned at 11:30AM.  
Minutes taken by Kelly J. O'Connor

Approved and endorsed

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Raymond Smith, Clerk

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