

**SEABROOK BEACH VILLAGE DISTRICT
MEETING MINUTES
September 14, 2015**

PRESENT Dick Maguire, Joe Giuffre, Ted Xavier
Don Hawkins, Steve Keaney, Mike Rurak

ABSENT None

The meeting was called to order at 7:00 PM. Dick Maguire led the meeting in the Pledge of Allegiance.

SECRETARY'S REPORT

Minutes of the August 10, 2015 meeting were distributed and reviewed.

Motion to accept Secretary's Report:	Ted Xavier
Motion seconded:	Joe Giuffre
Motion passed by voice vote.	

TREASURER'S REPORT

Mike Rurak reported the August current period, YTD and PY financial figures.

2015	August	YTD	Prior YTD
Total Income	\$ 14,760	\$ 41,273	\$ 20,573
Total Expenses	8,833	51,440	34,794
Net Ordinary Income	5,927	(10,167)	(14,221)
Total Interest Income	28	233	244
Net Income	5,955	(9,934)	(13,977)

Total cash in the District checking and saving accounts was \$236,787 at the end of August 2015 vs. \$243,763 at the end of August 2014.

- Mike completed the **MS-434 Revised Estimated Revenues Seabrook Beach Village District** (attached) and returned it to the NH DOR on September 1, 2015.
- August revenues were \$14,760 with expenses of \$8,833 and interest income of \$28 resulting in a Net income of \$5,955. A legal bill of \$5,880 was the only extraordinary expense in August.
- YTD revenues are \$41,273 with expenses of \$51,440 and interest income of \$233 resulting in a Net Loss of \$9,934. The roof on the district building was replaced in May at a cost of \$13,100. The roof replacement and higher than normal legal fees of \$8,946 account for all of the \$9,934 YTD Net Loss.

- Dick Maguire pointed out that in spite of the roof replacement the District total assets are in good shape and just \$6,977 (2.9%) lower than the August 2014 balance.
- The commissioners were given the monthly disbursement approval forms and bank statements for their review and approval.
- Dick Maguire told the audience the financial reports were available for review after the meeting.

Motion to accept Treasurer's Report:

Ted Xavier

Motion seconded:

Joe Giuffre

Motion passed unanimously by voice vote

BUILDING INSPECTOR'S REPORT

Steve Keaney reported:

- He just issued a permit for a new home at the corner of Bristol Street and Ocean Drive worth \$8,400. He expects to issue another permit this week for a new home at the intersection of Lowell Street and Atlantic Ave. A number of other new homes are scheduled to be start this fall.
- Steve passed out the new Certificate of Occupancy for Rental Units Check List and noted the items on the list cover just basic safety requirements. Most rental property owners will have to do very little to be in compliance however he knows of a few units that have not been updated for 60 years and may need more work to meet the minimum standard. He would like to set up a phase-in schedule with the Commissioners to start the inspections early next year. The schedule will be distributed to the Real Estate Agencies this year so they can notify their clients when their inspections will take place. He will send individual letters to property owners who rent their units. He expects 30%-40% of the beach properties are rental units and that it may take three years to inspect them all. Joe Giuffre thought the list needed to be established and communicated to the Real Estate Agents this year followed by letters to individual rental owners. He also thought it should go on the SBVD page on the Town of Seabrook web site. The Commissioners agreed to have a work session next Tuesday September 22, 2015 at 5PM to establish the inspection schedule, inspection frequency and inspection fees. They noted that the inspections are only for rental units and the program does not apply to owner occupied homes. The program does apply to owner occupied homes that are rented part time.
- Nothing has changed regarding the Round Rock dumpster location. If the owner of the Round Rock and the abutting property owner can't work out a compromise Steve will order the Round Rock to install a fenced in cement pad for the dumpster in its current location.
- Steve expects to issue a third violation notice and a court summons to a property owner on Ashland Street who continues to store his boat in the front setback. The owner claims he uses the boat for commercial fishing and is entitled by NH law to store his equipment in the yard. Steve has not been given any evidence to support the boat is used for commercial purposes.

- The inspection scheduled for the McKenzie property in early September was canceled by the property owner who claimed to be having surgery. The owner's attorney said she was unaware the inspection was canceled. Steve will continue working with the SBVD attorney to bring this property into compliance.
- An audience member complained of a mattress and box spring left out near the street at a house on Atlantic Ave. Steve will write a letter to the property owners to remove the items.

Motion to accept Building Inspector's Report: Ted Xavier
Motion seconded: Joe Giuffre
Motion passed unanimously by voice vote

OLD BUSINESS

- A. Approval of inspection certificates for rental units.** – Covered earlier in meeting.
- B. Suggestions for budgetary considerations by Town of Seabrook DPW for improvements in the Seabrook Beach Village District** – The DPW has included funds in the 2016 DPW budget for improvements at the beach including path maintenance and drainage. The Commissioners decided to hold off on any communication with the Town Manager until he has had a chance to review the budget.

NEW BUSINESS

- A. Acceptance of 2014 SBVD Audit by John Lannan, CPA** – The commissioners reviewed the 2014 audit report and asked if there were any questions. There were no questions. Dick Maguire said the report would be available for review after the meeting.

Motion to accept 2014 SBVD Audit Report: Joe Giuffre
Motion seconded: Ted Xavier
Motion passed unanimously by voice vote

- B. Appointment of representative from the SBVD to the Town of Seabrook Budget Committee** - Dick Maguire said the district needs a volunteer to serve as the beach representative on the Seabrook Budget Committee. There were no volunteers from the audience. Ted Xavier suggesting reaching out to the community for a volunteer.

OTHER BUSINESS

- Chuck DeFrancesco asked if the SBVD had any money to replace the old chairs and tables in the District building. Dick Maguire said the commissioners would consider it during the 2016 budget process.

- The commissioners were asked why the heavy trash pickup was canceled this year. The commissioners did not know why. Theresa Kyle said the DPW over spent their snow budget and had to cancel the heavy trash pickup. The subject will come up again at the next Selectman's meeting.
- Joe Giuffre announced a Climate Workshop covering the Dune Restoration Project in Seabrook will be held at the District Building on September 30, 2015 at 4:15 PM. The meeting will include a dune tour where the restoration will take place. A light dinner will be served.

The meeting was adjourned.

Submitted by,

Don Hawkins