TOWN OF SEABROOK

SELECTMEN’S MEETING JUNE 5, 2017

Present: Theresa A. Kyle 10:00AM

 Ella M. Brown

Aboul B. Khan

William Manzi

Mrs. Kyle opened the meeting at 10:07AM.

**MONTHLY MEETING - SEWER SUPERINTENDENT**

Phil Maltais and Jamie McDonald were present for his monthly report (see attached).

There was discussion on the sewer services that should be provided to taxpayers and what should be charged back. Mr. Maltais said if there is a blockage in a line and it is not in the street then it is the taxpayers responsibility.

There was discussion on the Centennial Street pump station. Mr. Maltais explained how this setup is to eliminate most of the odor. He said at times it can be bad and it is possible they will need to replace the filter system. Mr. Khan asked if it would be better to add an additional pump station to help solve the problem. Mr. Maltais said this is part of the feasibility study he has asked for.

There was discussion on the grease traps for the food establishments. It is the company's responsibility to maintain and send the reports to the sewer department on a yearly basis.

Mr. Maltais informed the board that Kelli Morris and Asa Knowles received there operator II license and Dustin Price is competing at the New England level and if he wins will move onto the national level.

Mr. Maltais said he brought Jamie McDonald to give an update on the GIS system. Ms. McDonald said the sewer department has updated all of their assets and the employees are working with the IPad's out in the field and using the work order system. Stormwater has started with the catch basin cleaning and she will begin to map these. The board commended her for the work she has done on getting this system up and running. Ms. McDonald said the building department is moving towards using this system and they have all of the permits in the system. The fire hydrants are being put into the system and this will help the fire department when responding to a fire.

SELECTMEN’S MEETING -2- JUNE 5, 2017

Mr. Maltais said he has submitted a CIP on the repair of the pipe under Blackwater Bridge. Rick Fryeburg will be analyzing the reports and making a recommendation on how to repair. Mr. Khan said he would like to have this so it can be put into the next budget cycle. Mr. Manzi said the CIP is being prepared in draft form and will be available sooner than last year.

**REP PLANS - EMERGENCY MANAGEMENT**

Joe Titone was present and explained the report. He said the new modifications are in the highway due to new roads and the widening of Route 1. He said this requires an annual review and officially accepted by the board.

Mr. Titone gave the board a schedule of the upcoming drill sessions which are November 29, 2017, February 14, 2018 and April 2018. He said he will find out if the residents can receive a full copy of the report or just portions. Mr. Manzi said once he has clearance it will be posted on the website.

MOTION: Ella M. Brown To approve the REP plans

Second: Aboul B. Khan and authorize the

Unanimous chairman to sign.

**REVIEW PREVIOUSLY SIGNED PERMITS**

Mrs. Kyle read the list of permits (see attached).

**INTENT TO CUT**

FW Webb - 147 Lafayette Road

Angie Silva was present and explained what the intent is for.

MOTION: Ella M. Brown To approve and sign the

Second: Aboul B. Khan intent to cut.

Unanimous

**YIELD TAX**

72 New Zealand Road - $18.24

Angela Silva was present and explained this is a timber cut that was made and now they have to tax them.

MOTION: Aboul B. Khan To approve and sign the

Second: Ella M. Brown yield tax.

Unanimous

**VETERAN'S EXEMPTION**

Mark Eaton - 60 Washington Street

SELECTMEN’S MEETING -3- JUNE 5, 2017

MOTION: Ella M. Brown To approve and sign the

Second: Aboul B. Khan veteran's exemption.

Unanimous

**1 DISABILITY EXEMPTION**

MOTION: Ella M. Brown To approve and sign the

Second: Aboul B. Khan disability exemption.

Unanimous

**SURPLUS - AIR COMPRESSOR**

MOTION: Ella M. Brown To approve the surplus

Second: Aboul B. Khan air compressor for the

Unanimous water department.

**ACCESS EASEMENT**Brian Felch - Water Shut-off Valves

Mr. Khan explained that the town does not have access to the water lines on this property and cannot access private property without the easement. Mr. Manzi said he would get a plan from the water department as Mrs. Kyle would like to know where the easement is located.

MOTION: Theresa A. Kyle To accept the deed with

Second: Ella M. Brown a plan attached before

Unanimous recording.

**DOG WARRANT**

Mrs. Kyle read the warrant into the record (see attached).

MOTION: Aboul B. Khan To increase the fee to

Second: Ella M. Brown $10 from $5.

Unanimous

MOTION: Aboul B. Khan To approve and sign the

Second: Ella M. Brown warrant with the change

Unanimous in the fee.

Mrs. Brown said she would like to see the town manager meet with Joe Titone to go over the new responsibilities he has and try to get him some additional funding to cover those items. Some of the programs identified are climate change, drug abuse program, alliance programs and meetings. Mr. Khan asked why these were not brought during the budget cycle. If it is a regular program it should go through the budget cycle as it is not an emergency

SELECTMEN’S MEETING -4- JUNE 5, 2017

for emergency funding. Town funding comes from the budget process unless there is an emergency.

Mrs. Kyle said this is the first she is hearing of this. Mr. Manzi said there was a memo provided from an initial discussion he had with Mrs. Brown. He said it would be productive that when discussing the department the department head be present. Mr. Khan said they should also discuss this with the budget committee before making a decision. Mr. Manzi said he would have Joe Titone at the next meeting to discuss the programs and level of funding needed.

Mr. Khan said they attended the grand opening of Portsmouth Hospital in Seabrook and it was a fantastic event and opportunity for Seabrook and the surrounding communities. Mrs. Kyle said they also participated in the Memorial Day events and the new ladder truck was on display.

**SUMMER SCHEDULE**

Mr. Khan said traditionally they meet once a month with several special meetings as needed. They will be negotiating with all four unions and this will require several meetings with the board.

MOTION: Aboul B. Khan To keep the summer

Second: Ella M. Brown meeting schedule to the

Unanimous 3rd Monday of each month

 in July, August and

 September with special

 meetings as needed.

MOTION: Aboul B. Khan To adjourn the meeting

Second: Ella M. Brown at 11:20AM.

Unanimous

Approved and endorsed

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Aboul B. Khan, Clerk

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