

**SEABROOK BEACH VILLAGE DISTRICT  
MEETING MINUTES  
January 8, 2018**

**PRESENT** Dick Maguire, Joe Giuffre, 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 December 11, 2017 meeting were distributed and reviewed.

**Motion to accept Secretary’s Report:**  
**Motion seconded:**  
**Motion passed by voice vote.**

**Joe Giuffre**  
**Dick Maguire**

**TREASURER’S REPORT**

Mike Rurak reported the December 2017 current period, YTD and PY financial figures.

2017	December	YTD	Prior YTD
Total Income	\$ 24,981	\$ 105,549	\$ 70,617
Total Expenses	4,501	48,226	56,971
Net Ordinary Income	20,480	57,323	13,646
Total Interest Income	184	1,359	420
Net Income	20,664	58,682	14,066

Total cash in the SBVD checking and saving accounts was \$317,001 at the end of December 2017 vs. \$258,348 at the end of December 2016.

- December revenues were \$24,981 with expenses of \$4,501 and interest income of \$184 resulting in a net income of \$20,664.
- YTD revenues are \$105,549 with expenses of \$48,226 and interest income of \$1,359 resulting in a net income of \$58,682 for the year compared to the prior YTD net income of \$14,066.
- Mike noted that YTD fee income was up \$22,587, rental income up \$12,345 and expenses down \$8,745.
- Mike said he would send a letter to TD Bank to insure the excess cash in the account.
- The NH DOR accepted the local audit option mailed to them last month.

- 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:**  
**Motion seconded:**  
**Motion passed unanimously by voice vote**

**Don Hawkins**  
**Joe Giuffre**

**BUILDING INSPECTOR’S REPORT**

Steve Keaney reported:

- He had a very busy 2017 writing a record number of new home and renovation permits and doing the inspections that go along with so much construction. Steve expects some slowing in the first few months of 2018.
- He is beginning the third phase of Rental Home Inspections in 2018. When finished all rental homes will have had their initial safety inspection.
- There are no ZBA cases scheduled for the next month.
- The fees collected in December for the new Catalano’s Market were for construction only. Plumbing and electrical permits will fall into 2018.

**Motion to accept Building Inspector’s Report:**  
**Motion seconded:**  
**Motion passed unanimously by voice vote**

**Don Hawkins**  
**Joe Giuffre**

**OLD BUSINESS**

- A. Review of proposed SBVD budget prior to presentation to Town of Seabrook Budget Committee.** Dick Maguire presented the final version of the 2018 SBVD budget for \$79,000 which the commissioners approved at the December meeting. There were no changes or comments. Dick will present the budget to the Seabrook Budget Committee at their next meeting.
- B. Draft warrant article for donation from SBVD to the Town of Seabrook’s 250th Anniversary Celebration.** Dick Maguire read the draft warrant article (attached) for the SBVD to donate \$10,000 to the Seabrook 250th Anniversary Celebration. The commissioners each restated support for the article and hoped the voters would support it as well. The money is not included in the \$79,000 operating budget and will not be spent if not approved by the voters at the Annual Meeting.

**NEW BUSINESS** –

- A. Question of legal representation for the SBVD.**  
 At the last meeting Don Hawkins was asked to explore options for changing legal representation for the SBVD. He identified four firms that could handle the legal work

for the district. Hawkins recommended the Mitchell Municipal Group P.A. located in Laconia, NH. The Mitchell Group specializes in municipal law and represents more than 50 cities and towns in NH including the Town of Seabrook Planning Board. The Mitchell Group has many years of experience dealing with a wide variety of municipal issues. Hawkins said he has worked with Walter Mitchell and some of the firm's lawyers as a member of the Seabrook Planning Board and has been more than satisfied with their representation. Hawkins passed out a list of the towns being represented by the Mitchell Group along with a fee agreement that needs to be approved and signed by the commissioners to retain Mitchell's services.

**Motion to hire the Mitchell Group as the SBVD legal representative and to authorize Don Hawkins to sign the Fee Agreement. Dick Maguire**  
**Motion seconded: Joe Giuffre**  
**Motion passed unanimously by voice vote**

Dick Maguire said he would write a letter to the district's current legal counsel informing them of the change. Joe Giuffre asked if the Mitchell Group would have a lawyer at our annual meeting. Don Hawkins said he would cover that subject with Mitchell.

**B. Time frame and content material for letter to residents of the SBVD prior to the 2018 Annual Meeting.**

The SBVD Annual Meeting is scheduled for Tuesday April 24, 2018. Neither the commissioners nor Steve Keaney had any new articles to add to the warrant other than the donation to the 250th celebration. Don Hawkins suggested we should prepare a draft of the warrant for the next meeting. Dick Maguire said he would do that. The commissioners will review required dates for posting the warrant and holding a public hearing on the warrant at the next meeting. There is no need to have the SBVD Planning Board review the warrant because there are no zoning articles being proposed. The warrant will be the main focus of the letter that will be sent to the property owners in the district.

**C. Content for Warrant Article dealing with potential change in voting procedures for SBVD Annual Meeting.** The commissioners had a discussion about changing the voting procedures at the annual meeting to allow absentee voting. They all agreed it would be a large increase in work and were not sold that the change would be worth the time and expense required. None of the commissioners was comfortable with the requirements of making such a change. Don Hawkins said he would talk to Walter Mitchell about the procedures required to allow absentee voting. He will also ask about voter ID requirements in NH and Annual Meeting procedures to ensure only registered voters actually vote at the meeting.

**OTHER BUSINESS** –

- The group had a short discussion about the safety of having RT 286 and RT 1A closed during extreme high tide events. Some were concerned that the beach would

not be accessible in case of emergency. Don Hawkins said the Seabrook Police and Fire Departments have said many times they can get through the high tide breaching RT 286 with their trucks and ambulances. They do not want cars driving through the water during an extreme high tide.

The meeting was adjourned.

Submitted by,

Don Hawkins