

TOWN OF SEABROOK

SELECTMEN'S MEETING

NOVEMBER 8, 2018

Present: Ella M. Brown
Aboul B. Khan
Theresa A. Kyle
William Manzi
Carrie Fowler

10:00AM

Mrs. Brown opened the meeting at 10:15AM.

210 - BUILDING

There is a large increase in health insurance and it is due to two employees retiring who were on single plans and the new employees are on family plans. The health insurance is absorbed in the building account in full so it is not split with the health department budget.

Line 390 - other professional services - will be used for assistance with electrical and plumbing inspections as the current interim building inspector is not certified in these areas.

MOTION: Aboul B. Khan To approve budget 210
Second: Theresa A. Kyle at \$233,435.
Unanimous

MOTION: Theresa A. Kyle To approve revenues 210
Second: Ella M. Brown at \$68,900.
Unanimous

410 - HEALTH

This budget increased \$630.

MOTION: Aboul B. Khan To approve budget 410
Second: Ella M. Brown at \$97,084.
Unanimous

MOTION: Aboul b. Khan To approve revenues 410
Second: Ella M. Brown at \$7,500.
Unanimous

470 - WELFARE ADMINISTRATION

Bonnie Armentrout was present and gave a brief overview of the budget. The increase of \$5,464 is all contractual. She said she does a lot of resourcing especially with the human service agencies. Ms. Armentrout feels the issues remain the same this year as last year. She does bring in revenues and this year it was about \$27K due to liens that are paid in full.

MOTION: Ella M. Brown To approve budget 470
Second: Theresa A. Kyle at \$110,864.
Unanimous

471 - WELFARE DEPARTMENT

Bonnie Armentrout was present and said this budget is level funded.

MOTION: Aboul B. Khan To approve budget 471
Second: Theresa A. Kyle at \$88,500.
Unanimous

MOTION: Aboul B. Khan To approve revenues 471
Second: Theresa A. Kyle at \$1,500.
Unanimous

140 - TOWN CLERK

This budget increased by \$3,330 due to a change in employee who went from a family plan to a single or 2-person plan in the health insurance.

MOTION: Ella M. Brown To approve budget 140
Second: Aboul B. Khan at \$384,443.
Unanimous

MOTION: Theresa A. Kyle To approve revenues 140
Second: Aboul B. Khan at \$1,466,720.
Unanimous

142 - ELECTION & REGISTRATION

This budget is level funded.

MOTION: Theresa A. Kyle To approve budget 142
Second: Ella M. Brown at \$28,635.
Unanimous

160 - ASSESSING

Angela Silva was present and said her largest increase is to update her computer system that will no longer be supported. Vision is the backbone for her appraisal system and there is an annual fee for this. There was an update to assessed values and about 3600 letters were sent out. This is required by the state to stay within a specific range.

MOTION: Theresa A. Kyle To approve budget 160
Second: Ella M. Brown at \$335,061.
Unanimous

131 - TREASURER

Oliver Carter was present and explained the "p" card system and said the town gets 1.5% back on all charges. He can make changes on the cards in "real time". They can be increased, decreased, turned off, etc. when needed.

MOTION: Aboul B. Khan To approve budget 131
Second: Theresa A. Kyle at \$112,055.
Unanimous

MOTION: Ella M. Brown To approve revenues 131
Second: Theresa A. Kyle at \$207,000.
Unanimous

130 - FINANCE

Carrie Fowler was present and said the increase of \$20,021 is due to the health insurance where the employee went from a single plan to a family plan.

MOTION: Theresa A. Kyle To approve budget 130
Second: Ella M. Brown at \$227,474.
Unanimous

150 - TAX COLLECTOR

There is a decrease of \$2,522 and is due to a newly elected official who has a different rate of pay. Mr. Khan asked about bringing in a consultant to discuss the health insurance rates.

MOTION: Ella M. Brown To approve budget 150
Second: Theresa A. Kyle at \$212,663.
Unanimous

MOTION: Ella M. Brown To approve revenues 150
Second: Theresa A. Kyle at \$135,000.
Unanimous

180 - COMPUTER TECHNOLOGY

Brian Murphy was present and gave a brief overview of the department and where the town is for 2018.

Line 343 - software & licensing - will need to upgrade the computers that are running windows 2007 as this will not be supported in 2019.

MOTION: Theresa A. Kyle To approve budget 180
Second: Aboul B. Khan at \$264,050.
Unanimous

181 - CHANNEL 22

Brian Murphy was present and said the increase of \$12,305 is contractual. Mr. Khan asked if the sound could be looked into for broadcasting outside of town hall. The new position in this budget is going to help with putting the meetings online and channel 22.

MOTION: Theresa A. Kyle To approve budget 181
 Second: Aboul B. Khan at \$126,397.
 Unanimous

MOTION: Aboul B. Khan To approve revenues 181
 Second: Ella M. Brown at \$60,000.
 Unanimous

460 - RECREATION

Katie Duffey was present and gave an overview of the department. The increase of \$36,622 is in part contractual and also for additional employee during summer camp.

There is a minimal increase for the counselors and hours for new employee to help with homework for the children. Mr. Manzi explained how important this homework helper can be to some of the children who do not have the option of someone to assist them at home. Ms. Duffey said she would look into any grants that may be available. Mr. Khan is concerned with the new program and cost to the taxpayer. He feels it may need to go to the voters to see if this is something they want so nothing is hidden from them. Mr. Manzi said they would reduce the part time line by \$5,417 and add a new line for a part time employee afterschool instruction and put the number in this line so that the budget committee and voters can see it.

MOTION: Theresa A. Kyle To approve 460 budget
 Second: Aboul B. Khan at \$734,956 with the
 Unanimous line change for the
 homework helper.

MOTION: Ella M. Brown To approve 460 revenues
 Second: Theresa A. Kyle at \$62,542.
 Unanimous

Mrs. Kyle feels the fee for a membership should be discussed and increased.

462 - MEMORIAL DAY PARADE

Katie Duffey was present for this budget.

MOTION: Theresa A. Kyle To approve budget 462
 Second: Ella M. Brown at \$9,300.
 Unanimous

Ms. Duffey feels the parade is not bigger due to the staging we have to begin the parade. Mr. Khan asked what the alternative could be. Ms. Duffey said you could make it larger if the route was changed but if it was on Route 1 the state limits it to 10 minutes.

463 - OLD HOME DAYS

Katie Duffey was present and said the increase of \$3,675 is due to contracted services increasing fees and adding a new activity which costs \$1,200.

MOTION: Theresa A. Kyle To approve budget 463
 Second: Ella M. Brown at \$28,255.
 Unanimous

MOTION: Theresa A. Kyle To approve revenues 463
 Second: Ella M. Brown at \$1,600.
 Unanimous

465 - COMMUNITY CENTER

Katie Duffey was present and said the increase of \$5,404 is mostly contractual.

MOTION: Ella M. Brown To approve budget 465
 Second: Theresa A. Kyle at \$221,632.
 Unanimous

MOTION: Ella M. Brown To approve revenue 465
 Second: Theresa A. Kyle at \$220.
 Unanimous

There was discussion on the cameras and using funds from D'Alessandro. Mr. Manzi is working on getting a second quote as he has one from Ms. Duffey.

MOTION: Theresa A. Kyle To authorize the town manager to use the
 Second: Aboul B. Khan manager to use the
 Abstain: Ella M. Brown D'Alessandro fund not to exceed \$20K for cameras and tie into the other cameras and if need more money to come back to the board.

Mr. Khan is going to propose they use D'Alessandro funds for the vehicle for the fire department when it comes forward.

REVOLVING ACCOUNT RECREATION

Katie Duffey was present for this budget.

MOTION: Aboul B. Khan To approve the budget
Second: Theresa A. Kyle for recreation revolving
Unanimous at \$60,852.

MOTION: Aboul B. Khan To approve the revenue
Second: Theresa A. Kyle for recreation revolving
Unanimous at \$62,852.

WARRANT ARTICLES RECREATION

The recreation has 3 items in the CIP (curb, boiler & pavement). Mr. Manzi said the most important is the boiler. Ms. Duffey said they were down three times last year with no heat. Mr. Khan said the community center is the shelter for the town in emergency situations. Mr. Khan would like language added to the warrant article that this is for the warming/cooling center so the residents understand what they are voting on.

There was discussion on the paving and Mr. Manzi said there are paving issues at several other locations. Mrs. Brown said the roof is still leaking and Ms. Duffey said they are working on this as they can't find the source of the leak.

MOTION: Aboul B. Khan To take a lunch break at
Second: Ella M. Brown 12:25PM.
Unanimous

Board reconvened at 1:28PM.

170 - PLANNING BOARD

Mike Rabideau was present and said this budget is level funded. Mr. Khan asked when the last fee structure was looked at and if it is comparable to other towns to see if there is any room to adjust. Mr. Rabideau said there are not many town planners out there and Tom has been very good to us and he knows the history of the town.

Mr. Rabideau said it was about 3 years ago they looked at the fees and at that time felt they would support the needs of the office.

There was discussion on invoicing and who should be billing the engineers. Mr. Rabideau said that would be giving up control

and the town would not have say. He said there is a clause for interest if the payment is received late. Mrs. Kyle doesn't feel Seabrook should be putting money up front for a private developer to bring in a project and then have to bill the contractor to get the money back. Mr. Khan said he could bring this to the planning board at a future meeting on behalf of the board.

MOTION: Aboul B. Khan To approve budget 170
Second: Theresa A. Kyle at \$79,520.
Unanimous

MOTION: Ella M. Brown To approve revenue 170
Second: Theresa A. Kyle at \$130,500.
Unanimous

480 - LIBRARY

Ann Robinson and Susan Schatvet were present for this budget. This budget is basically a 0% increase and Ms. Robinson explained the increases and decreases. Mr. Khan asked what the new librarian would be starting at. Ms. Robinson said it is 3% less than her salary. The board thanked Ms. Robinson for her service to the town.

MOTION: Theresa A. Kyle To approve budget 480
Second: Aboul B. Khan at \$501,813.
Unanimous

Mr. Manzi commented on Ms. Robinson's service to the town and how wonderful the library in Seabrook is.

110 - SELECTMEN

This is a level funded budget. Mrs. Brown asked about line 561 - meetings & conferences and that they have not attended any. Carrie Fowler said it will need a journal entry.

MOTION: Theresa A. Kyle To approve budget 110
Second: Ella M. Brown at \$18,094.
Unanimous

112 - BUDGET COMMITTEE

This is a level funded budget.

MOTION: Ella M. Brown To approve budget 112
Second: Theresa A. Kyle at \$1,676.
Unanimous

121 - RISK MANAGEMENT

MOTION: Theresa A. Kyle To approve budget 121
 Second: Aboul B. Khan at \$673,654.
 Unanimous

122 - LEGAL

This budget has increased due to fees increasing.

MOTION: Theresa A. Kyle To approve budget 122
 Second: Ella M. Brown at \$220,000.
 Unanimous

There was discussion on how legal bills are tracked. Mr. Manzi said they also pay for utility work that has been ongoing for 10+ years now which would cut the cost down by about \$100K.

135 - TRUSTEE OF THE TRUST FUNDS

MOTION: Ella M. Brown To approve budget 135
 Second: Theresa A. Kyle at \$653.
 Unanimous

MOTION: Ella M. Brown To approve revenue 135
 Second: Aboul B. Khan at \$400.
 Unanimous

172 - ZONING BOARD

MOTION: Aboul B. Khan To approve budget 172
 Second: Theresa A. Kyle at \$8,250.
 Unanimous

MOTION: Theresa A. Kyle To approve revenue 172
 Second: Ella M. Brown at \$3,800.
 Unanimous

430 - CONSERVATION COMMISSION

MOTION: Aboul B. Khan To approve budget 430
 Second: Ella M. Brown at \$3,618.
 Unanimous

800 - DEBT

There was discussion on the bonds that make up this account.

MOTION: Ella M. Brown To approve budget 800
 Second: Theresa A. Kyle at \$641,920.
 Unanimous

MOTION: Ella M. Brown
Second: Aboul B. Khan
Unanimous

To recess the meeting to
November 9 at 10AM.

Approved and endorsed

Theresa A. Kyle, Clerk

Date: _____