

TOWN OF SEABROOK

SELECTMEN'S MEETING

NOVEMBER 9, 2018

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

10:00AM

Mrs. Brown opened the meeting at 10:14AM.

**460 - RECREATION DEPARTMENT**

Mr. Khan said the board had questions regarding the new program for homework assistance and the cost is \$5417. He thought half of the cost would be coming from the SAZ program. This program is already existing at the school so they are going to reconsider the previous motion. Mrs. Brown and Mrs. Kyle both agree as the program already exists. There was discussion on having it as a warrant article to see if the voters want it.

MOTION: Aboul B. Khan To remove \$5417 for the  
Second: Theresa A. Kyle homework assistance  
Unanimous program from the  
recreation budget.

MOTION: Theresa A. Kyle To approve the budget  
Second: Ella M. Brown at \$729,539 for  
Unanimous recreation.

**310 - HIGHWAY**

John Starkey was present and said the increase for \$31,517 is all contractual.

Mrs. Kyle said Monday is a holiday but the town is working and trash will be picked up.

Mr. Khan asked about the sidewalk plow. Mr. Starkey said it is ready for winter and it is a lease purchase and have about 3 more years to pay.

MOTION: Ella M. Brown To approve the budget  
Second: Theresa A. Kyle at \$1,583,787 for  
Unanimous highway.

MOTION: Ella M. Brown To approve the revenue  
Second: Theresa A. Kyle at \$4,150 for highway.  
Unanimous

**320 - STORMWATER**

John Starkey was present and said this budget is level funded. This is a federal mandate and there will be new goals and objectives for 2019.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$119,400 for stormwater.  
Unanimous

### **330 - RUBBISH**

John Starkey was present and said the increase of \$52,536 is contractual which includes Waste Management who have increased their fees. Mr. Khan asked if they could look into an air conditioner for the lunch room.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$1,539,033 for rubbish.  
Unanimous

### **340 - CEMETERY**

John Starkey was present and said the increase of \$2206 is contractual. Mrs. Kyle asked if they have looked at increasing the cost of the cemetery plots. Mr. Khan said when they did look into it there was a big turnout and the decision was to increase to \$200 versus the \$400 they proposed.

There was discussion where the cemetery plot funds go and if there is a perpetual care fund. Mr. Manzi said he will look into this as he feels the board made a decision to have the money to go the perpetual care fund.

MOTION: Theresa A. Kyle To approve the budget at  
Second: Aboul B. Khan \$161,251 for cemetery.  
Unanimous

MOTION: Aboul B. Khan To approve the revenue  
Second: Theresa A. Kyle at \$2,000 for cemetery.  
Unanimous

### **350 - STREET LIGHTS**

John Starkey was present and said the increase is due to more street lights in town. Mr. Khan said they need to re-visit all of the poles to see what may or may not be necessary. Mr. Manzi said we have the locations and there may be some areas that may not need lights with all of the new developments. He said they are looking into LED lighting for town buildings and street lights.

MOTION: Ella M. Brown To approve the budget at

Second: Theresa A. Kyle \$110,000 for street  
Unanimous lights.

**440 - MOSQUITO**

John Starkey was present and said this budget is level funded.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$59,450 for mosquito.  
Unanimous

**450 - PARKS**

John Starkey was present and said the \$3,881 increase is contractual.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$212,199 for parks.  
Unanimous

**451 - BEACH & PIER**

John Starkey was present and said the \$4,000 increase is for beach maintenance. There was discussion on what needs to be done at the beach. Mr. Manzi and Mr. Starkey agree this number could be increased but they were trying to be modest with the increase.

MOTION: Theresa A. Kyle To add \$2,000 to line  
Second: Ella M. Brown 856.  
Unanimous

MOTION: Aboul B. Khan To approve the budget at  
Second: Theresa A. Kyle \$25,150 for beach and  
Unanimous pier.

**466 - WELCOME CENTER**

John Starkey was present and said this budget is level funded.

MOTION: Aboul B. Khan To approve the budget at  
Second: Theresa A. Kyle \$14,601 for welcome  
Unanimous center.

**511 - PUBLIC WORKS GARAGE**

John Starkey was present and said this budget is level funded. This is a bare bones maintenance budget and foresees it is going to need work.

MOTION: Theresa A. Kyle To approve the budget at  
Second: Aboul B. Khan \$39,056 for public works  
Unanimous garage.

**512 - SOLID WASTE BUILDING**

John Starkey was present and said the \$7,000 increase is for building maintenance.

MOTION: Theresa A. Kyle To approve the budget at  
Second: Ella M. Brown \$32,100 for solid waste  
Unanimous building.

**RECYCLING REVOLVING ACCOUNT**

There is no expenditure from this account only revenue.

MOTION: Theresa A. Kyle To approve the revenue  
Second: Ella M. Brown at \$45,200 for the  
Unanimous recycling revolving  
account.

**DPW WARRANT ARTICLES**

There was discussion on the need for a new roof at the welcome center. Mr. Manzi explained that the figures in the article are high so if the bid comes in more than what the article was approved for you cannot do the project. He said hopefully if the project is worthwhile the voters will approve it. Mr. Khan said he is proposing a plow truck to replace the 2003 truck, roof for the welcome center, DPW facility renovations and the salt shed land at DPW.

**520 - WATER**

Curtis Slayton was present and said the increase of \$26,665 is contractual. He explained how he was able to save money on the sludge removal. The Anne's Lane project has been completed. The Gruhn Site has been closed and the final report has been sent to DES. The building at this site will remain and ownership will be with the town.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$1,757,879 for water.  
Unanimous

MOTION: Theresa A. Kyle To approve the revenue  
Second: Aboul B. Khan at \$2,342,528 for water.  
Unanimous

**WATER WARRANT ARTICLES**

Mr. Slayton said he has a SCADA control update project. He said the entire water system is run by a computer system and is monitored by computer systems from home. The parts to run this have become obsolete and have been in use since the 90's. This needs to be replaced with a new controller that will last for 20

years. There was discussion on using money from the water capital reserve fund for this project. Well maintenance is an article that has been on for several years to maintain the water supply. The third is for land acquisition of the Fogg property. The fourth is the painting of the water tanks.

Board took a 5-minute break at 11:55AM. Board reconvened at 12:10PM.

#### **240 - EMERGENCY MANAGEMENT**

Joe Titone and Bill Edwards were present and said the decrease of \$9,732 is due to the combining of the departments.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$132,140 for emergency  
Unanimous management.

#### **241 - RERP**

Joe Titone and Bill Edwards were present.

MOTION: Aboul B. Khan To approve the budget at  
Second: Ella M. Brown \$20,000 for RERP.  
Unanimous

MOTION: Ella M. Brown To approve the revenue  
Second: Theresa A. Kyle at \$20,000 for RERP.  
Unanimous

#### **230 - FIRE**

Chief Bill Edwards was present and said the increase of \$186,952 is due to contractual items.

MOTION: Theresa A. Kyle To approve the budget at  
Second: Aboul B. Khan \$4,443,814 for fire.  
Unanimous

MOTION: Ella M. Brown To approve the revenue  
Second: Theresa A. Kyle \$43,500 for fire.  
Unanimous

#### **231 - FIRE HIRE**

Chief Bill Edwards was present and said the budget is level funded.

MOTION: Theresa A. Kyle To approve the budget at  
Second: Ella M. Brown \$13,061 for fire hire.  
Unanimous

MOTION: Ella M. Brown To approve the revenue  
Second: Theresa A. Kyle at \$15,542 for fire hire  
Unanimous

Chief Edwards explained what the fire hire account is for.

### **235 - FIRE STATION**

Chief Bill Edwards was present and said the increase of \$9,100 is for maintenance of the building.

MOTION: Theresa A. Kyle To approve the budget at  
Second: Ella M. Brown \$63,252 for fire station  
Unanimous

### **AMBULANCE REVOLVING ACCOUNT**

The increase of \$4,190 is for the dispatchers that were hired and is contractual. Chief Edwards said the dispatchers are working out well they are not missing any calls when all five guys are out. Calls are being answered expeditiously and they are working on training them to be able to work through a call as the ambulance is being routed to the resident.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$586,225 for ambulance  
Unanimous revolving account.

MOTION: Ella M. Brown To approve the revenue  
Second: Theresa A. Kyle at \$630,200 for  
Unanimous ambulance revolving  
account.

The board revisited account 230. Mr. Manzi said line 230 needs to be increase by \$6,000.

MOTION: Aboul B. Khan To increase line 230 by  
Second: Theresa A. Kyle \$6,000 for a total of  
Unanimous \$753,883.

MOTION: Aboul B. Khan To approve budget at  
Second: Theresa A. Kyle \$4,449,814 for fire.  
Unanimous

### **FIRE WARRANT ARTICLES**

Chief Bill Edwards has two articles one for the parking area and the other one is for a new rescue truck, which is beyond its life span of about 17 years old. He explained what the truck is used for and how important it is to have this vehicle to carry equipment.

Chief Edwards asked if the board was looking to put articles on for new personnel as the need has not decreased. Mr. Khan said earlier this year the board made the decision to only hire for vacant positions not to add any new employees due to the way the voters voted last year. He said he doesn't want to see calls not answered and feels they should have the conversation so the residents understand what they are up against. The board feels they should have a night meeting and have it posted so that all residents are aware of the meeting and have a discussion.

Board took a lunch at 12:50PM for 45-minutes. Board reconvened at 1:40PM.

## **220 - POLICE**

Chief Brett Walker and Deputy Chief Kevin Gelineau were present. Mr. Manzi said he would like to recommend an increase to line 140 to \$415,000. There is an increase of \$118,915 of which \$96,915 is contractual and \$22,000 is non-contractual. The board explained that they are going to have a discussion to hire new employees as first responders and feel they should be included in this discussion so they can speak to the residents as to why these officers are needed.

MOTION: Ella M. Brown To increase line 140 to  
Second: Aboul B. Khan \$415,000.  
Unanimous

MOTION: Ella M. Brown To increase line 220 to  
Second: Theresa A. Kyle \$68,333.  
Unanimous

MOTION: Ella M. Brown To increase line 230 to  
Second: Theresa A. Kyle \$687,471.  
Unanimous

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$4,732,950 for police.  
Unanimous

MOTION: Ella M. Brown To approve revenue at  
Second: Theresa A. Kyle \$84,700 for police.  
Unanimous

There was discussion on the revenue brought in from the parking fees. Mr. Manzi said a more accurate number would be \$15,000 and they can reconsider and adjust. There was discussion on increase the fees for parking violations.

MOTION: Aboul B. Khan To bring recommendation  
Second: Theresa A. Kyle on the parking fees at  
Unanimous the first meeting in  
April.

MOTION: Ella M. Brown To reconsider the police  
Second: Aboul B. Khan revenue.  
Unanimous

MOTION: Ella M. Brown To decrease line 001 to  
Second: Aboul B. Khan \$15,000.  
Unanimous

MOTION: Ella M. Brown To approve revenue at  
Second: Theresa A. Kyle \$74,700 for police.  
Unanimous

**225 - POLICE STATION**

There is an increase of \$17,719 and is mostly contractual with the remainder for outsourced work to maintain the building. Mr. Manzi said that due to what is needed in the building he recommends line 435 be increased to \$12,000.

MOTION: Ella M. Brown To increase line 435 to  
Second: Theresa A. Kyle \$12,000.  
Unanimous

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$199,428 for police  
Unanimous station.

**420 - ANIMAL CONTROL**

There is an increase of \$2,364 and mostly contractual and remainder for vehicle maintenance.

MOTION: Ella M. Brown To approve budget at  
\$86,733 for animal  
control.

Mrs. Kyle asked about the wear and tear on the mule vehicle and if it should be replaced what would the cost be. Mr. Khan feels it should be taken from the D'Alessandro fund. Mr. Manzi said he would discuss with the chief and deputy chief to see what they are looking at for a vehicle and come back to the board with some numbers. Mr. Khan would like to see something about D'Alessandro on the vehicle(s) if they were to purchase from the fund. Mr. Manzi said that he has worked with both chief's and they have put in a lot of work to bring the departments together

and would not want to do anything to divide them. He said any expenditure from the funds are under the board's control and they will just bring a recommendation.

Second: Aboul B. Khan  
Unanimous

#### **POLICE REVOLVING ACCOUNT**

MOTION: Ella M. Brown To approve expenditures  
Second: Theresa A. Kyle at \$131,780 for police  
Unanimous revolving account.

MOTION: Ella M. Brown To approve revenue at  
Second: Theresa A. Kyle \$140,000 for police  
Unanimous revolving account.

#### **POLICE WARRANT ARTICLES**

There are three articles for police which are the parking lot, radios which are the brains of the organization and powers all of the communications from dispatch to the officers and the locker rooms. Mr. Manzi is looking into options to pay back the bond using the Verizon cell tower funds. He feels for a 20-year bond they would use half so there would be some left for the fire department as the warrant article stated for both departments. Mrs. Brown asked if there were any grants available. It was noted that there are not and that the state will not give grants for communication. Deputy Chief Gelineau explained what they would do to update the locker room to get to a point where it is manageable.

#### **521 - SEWER**

Phil Maltais was present and said the increase of \$37,070 is mostly contractual. The new equipment line is generally to replace any motors for equipment. The sludge removal cost increases each year and is a little over a quarter million.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$2,018,443 for sewer.  
Unanimous

MOTION: Theresa A. Kyle To approve the revenue  
Second: Ella M. Brown at \$466,500 for sewer.  
Unanimous

#### **SEWER WARRANT ARTICLES**

Sewer has several articles - exterior lighting, gate security system w/video monitoring, preliminary upgrade design, screw

pump replacement, belt press replacement/upgrade, submersible mixers in oxidation tanks, replace air handling unit in dewatering building and replace septic hauler. Mr. Maltais gave a little explanation on each article and why it is needed. Mr. Khan asked if there is an article that could wait until 2020. Mr. Maltais said the screw pump replacement and belt press could wait. He will prioritize the articles for when he meets with them on the articles.

**120 - TOWN MANAGER**

The increase of \$27,053 is mostly contractual.

MOTION: Aboul B. Khan To approve the budget at  
Second: Theresa A. Kyle \$817,715 for town  
Unanimous manager.

MOTION: Ella M. Brown To approve the revenue  
Second: Theresa A. Kyle at \$507,711 for town  
Unanimous manager.

**510 - TOWN HALL**

The increase of \$2,291 is contractual.

MOTION: Ella M. Brown To approve the budget at  
Second: Theresa A. Kyle \$137,621 for town hall.  
Unanimous

MOTION: Ella M. Brown To change line 002 in  
Second: Aboul B. Khan revenues to \$150.  
Unanimous

MOTION: Ella M. Brown To approve the revenues  
Second: Theresa A. Kyle at \$16,960 for town hall  
Unanimous

The total budget for 2019 is \$23,683,648 which is a \$780K increase or 3.4% over last year.

MOTION: Ella M. Brown To approve the 2019  
Second: Theresa A. Kyle budget at \$23,683,648  
Unanimous

The board thanked everyone for a job well done on the budget. Mr. Manzi thanked Kelly O'Connor, Carrie Fowler, Shaylia Marquis and Jamie McDonald and all of the department heads who worked really hard on this budget.

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

To adjourn the meeting  
at 3:40PM.

Approved and endorsed

\_\_\_\_\_  
Theresa A. Kyle, Clerk

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