

**SEABROOK BEACH VILLAGE DISTRICT  
MEETING MINUTES  
October 14, 2019**

**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 September 9, 2019 meeting were distributed and reviewed. The minutes were approved by voice vote.

**TREASURER'S REPORT**

Mike Rurak reported the September 2019 current period, YTD and PY financial figures.

2019	September	YTD	Prior YTD
Fee Income	\$ 7,016	\$ 35,211	\$ 34,143
Rental Income	950	13,962	21,128
<b>Total Income</b>	<b>7,966</b>	<b>49,173</b>	<b>55,271</b>
Total Expenses	3,399	40,385	35,273
Net Ordinary Income	4,567	8,788	19,998
Total Interest Income	445	4,477	2,902
Other Expense	-	5,578	10,000
<b>Net Income</b>	<b>5,012</b>	<b>7,687</b>	<b>12,900</b>

- Total cash in the SBVD checking and saving accounts was \$354,778 at the end of September 2019 vs. \$329,886 at the end of September 2018.
- September revenues included \$7,016 fee income and \$950 rental income totaling \$7,966 with expenses of \$3,399 and interest income of \$445. The resulting net income was \$5,012.
- YTD fee income is \$35,211, rental income is \$13,962 and expenses are \$40,385. YTD net income is \$7,687.
- Compared to prior year, permit fees are up \$ 1,068, rental income is down \$7,166, ordinary expenses are up \$5,111 and interest income is up \$1,575. NI is down \$5,213 for the year.

- 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:

- There is a lot of construction just starting at the beach. He has four houses under construction on Atlantic Ave, two houses on Bristol Street and one on Ocean Drive. There are two other potential new homes on Portsmouth Street and Bristol Street.
- There is a ZBA case scheduled for November. The property is on Ocean Drive.
- There is no new information on when the new FEMA flood maps will go into effect.

**OLD BUSINESS**

**A. Legal opinion with regard to use of balance of funds remaining from Article 7 of the 2019 SBVD Warrant after December 31, 2019.**

- Last month Joe Giuffre asked how to carry money approved in a warrant article for beach safety equipment over to future years without having to go back to get it re-approved by the voters. The commissioners did not think the article had been written in a way that allowed money to be carried forward but agreed to get a legal opinion. Don Hawkins passed out an email from Walter Mitchell which said:

The answer to your question is “yes”, the funds may be expended later if they have been “committed” to this purpose, but the real question is what do you mean by “committed”?

Just having the commissioners agree, or even vote, to set the funds aside for that purpose is not enough.

Instead, in order to property “encumber” the funds so that they may still be expended after the end of the fiscal year, there must be a legal obligation established to spend them. Most commonly this occurs when a contract has been entered into for a service or purchase of a good, but the service can’t be completed, or the good delivered, before the end of the year. Because of the contract, the town is has a legal obligation to pay when the service is completed or good delivered; so the funds are encumbered and may be paid later.

- Joe Giuffre said the safety committee met last week and will not expend any money before the end of the year.
- Dick Maguire noted \$5,578.54 has been spent out of the \$15,000 originally approved. The balance will not be spent in 2019 and cannot be carried over to 2020.

## **B. Development of 2020 SBVD proposed budget**

- Dick Maguire said he extended the deadline for the budget and the commissioners had until next month to submit the SBVD budget for 2020.
- Joe Giuffre said he would like to add \$9,500 for beach safety. Expenditures could include informational fliers, seminars, equipment, and Town department activities. The expenditures would be recommended by the Beach Safety Committee and approved by the commissioners or BOS as appropriate. Joe thought the funds could be made available by lowering the maintenance budget.

## **NEW BUSINESS**

### **A. Discussion of Stop Signs in the SBVD in anticipation of Town of Seabrook Board of Selectmen's meeting November 4, 2019.**

- The BOS originally scheduled a discussion of the Stop signs for October 7th. Dick Maguire and Joe Giuffre requested it be moved to November 4 to provide some time to notify beach residents of the meeting.
- Bill Howley asked if the commissioners will be making a recommendation to the BOS about the signs. Dick Maguire said he would take to comments made at last month's meeting and summarize them in a letter to the BOS. Dick said he was not aware of a lot of dissatisfaction with the Stop sign program as it was implemented. There seemed to be a consensus about needing white lines painted on the ground at each sign. Dick was in favor of leaving the signs up year round but acknowledged some people still wanted them to be seasonal.
- Joe Giuffre thought the signs should be seasonal.
- Carol Howley thought the signs did slow the traffic and wanted them to be left year round.
- Vicki Sawyer was in favor of making the program seasonal.
- Steve Keaney noted that the town trucks and school busses don't always stop at the signs.
- The BOS meeting is scheduled for November 4, 2019 at 6:30 PM in the Town Hall.

### **B. Offer from the Rockingham Planning Commission for an audit of the SBVD zoning regulations**

Don Hawkins explained a proposal made by Julie LaBranche of the RPC to audit the SBVD Zoning, Site Plan and Sub-division regulations for compliance with the recently implemented MS-4 regulations. The MS-4 regulations were issued by the EPA and both the Town of Seabrook and the SBVD must bring their land use regulations into compliance with the EPA rules. The Town of Seabrook is responsible for compliance with the MS-4 regulations but the SBVD is required to comply as well. Hawkins explained the cost to the district would be \$0 but may include some volunteer hours. The audit is a service provided by the RPC to its member towns. Hawkins will invite Julie to either the next commissioner's meeting or to the next PB meeting.

## **OTHER BUSINESS**

- Dick Maguire reported dredging in Hampton / Seabrook harbor will begin on October 18th and continue through the winter ending in May 2020.
- Theresa Kyle reported NH Governor Sununu will visit Town Hall on Thursday to present the BOS with a check for \$700,000 to complete repairs to the sea wall in Harbor Park. The grant will cover half the cost of making the repairs. The other half is covered by a bond approved by the voters in 2019.

The meeting was adjourned at 7:50 PM.

The next SBVD Commissioners meeting will be held on Monday, November 11, 2019 at 7:00 PM in the district building.

Submitted by,

Don Hawkins