

**SEABROOK BEACH VILLAGE DISTRICT  
MEETING MINUTES  
January 10, 2022**

**PRESENT** Don Hawkins, Peter Harter, John Giarrusso, Steve Keaney, Mike Rurak

**ABSENT** None

The meeting was called to order at 7:08 PM. Don Hawkins led the meeting in the Pledge of Allegiance.

**SECRETARY'S REPORT**

Minutes of Commissioner's Meeting on December 13, 2021 were distributed and reviewed. The minutes were approved by voice vote.

**TREASURER'S REPORT**

Mike Rurak reviewed the December 2021 financial reports including current period, YTD and PY financial figures.

2021	December	YTD	Prior YTD
Fee Income	\$ 10,128	\$ 150,703	\$ 64,778
Rental Income	1,000	9,600	8,250
<b>Total Income</b>	<b>11,128</b>	<b>160,303</b>	<b>73,028</b>
Total Expenses	13,116	61,710	42,615
Net Ordinary Income	(1,988)	98,593	30,413
Total Interest Income	26	308	2,310
Other Expense	-	-	
<b>Net Income</b>	<b>(1,962)</b>	<b>98,901</b>	<b>32,723</b>

- Total cash in the SBVD checking and saving accounts was \$517,366 at the end of December 2021 vs. \$418,267 at the end of December 2020.
- Current month revenues included \$10,128 fee income and \$1,000 rental income. Expenses were \$13,116 and interest income was \$26. The resulting net loss was \$1,962. YTD net income is \$66,178 ahead of last year due to the very high volume of building permits.
- The commissioners were given the monthly disbursement approval forms and bank statements for their review and approval.
- Don Hawkins 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**

**Peter Harter**  
**John Giarrusso**

## **BUILDING INSPECTOR'S REPORT**

Steve Keaney reported:

- In 2021 he issued 190 building permits, the highest number on record
- The building activity is very high with no end in sight.
- There are no ZBA meetings on the calendar. The earliest possible date will be in February.
- The office computers and internet are working but Mary's computer is still having trouble connecting to her printer.

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

**Don Hawkins**  
**John Giarrusso**

## **OLD BUSINESS:**

- **Review list of beach paths needing repair** – Peter Harter, John Giarrusso and Vicki Sawyer all collected information about beach path conditions. Don Hawkins summarized their information into a standard format which showed where we were missing information. The commissioners agreed to split up the paths and try to fill in whatever information was missing. Peter Harter completed his review. Hawkins and Giarrusso are working on their reviews.
- **Driveway Replacement Scope of Work** – Matrix Paving has agreed to help develop a scope of work for repairing or replacing the SBVD parking lot. Don Hawkins said he received information from Matrix earlier in the month. Matrix proposes:
  - Removing and disposing of the existing pavement and regarding the lot around the building.
  - Installing two leaching tanks with CULTEC system to improved drainage
  - Installing a binder layer of pavement.
  - Installing a finish layer of pavement.
  - Cost \$26,500. This cost estimate is to be used to prepare a warrant article. The job will be bid if approved at the SBVD Annual Meeting.
  - The commissioners thought the warrant article should be for \$30,000.
  - A DES permit may be required to do the project.
- **Annual Meeting Calendar** - Hawkins reviewed the 2022 Annual Meeting Calendar deadlines. The commissioners agreed they were in good shape to meet all dates but would review the status at each monthly meeting. Hawkins will prepare a draft of the warrant for the next meeting.
- **Change the day and time of future commissioner's meeting** – At the December meeting John Giarrusso asked if it were possible to start the commissioners meetings at 6PM rather than 7PM. All agreed to change the start time to 6PM. After the meeting

Hawkins emailed the SBVD officials that he was unable to make a 6 PM start time on Mondays and requested the January meeting stay at 7PM. Hawkins confirmed at the January meeting he could not make a 6PM start time on Mondays but could make a 6 PM start time on Wednesdays. The commissioners agreed to change future meetings to 6PM on the second Wednesday of each month starting February 9, 2022.

**NEW BUSINESS**

- **Furnace condition in rental space.** – Peter Harter had Simmons Heating and Cooling look at the furnace in the rental space to determine why there was no heat. The technician replaced the thermostat and heat was restored. The technician said the furnace was in good condition. Harter will talk to the contractor about purchasing an annual service contract.

**OTHER BUSINESS** None

**NON PUBLIC SESSION**

The Commissioners announced they would be entering a Non Public Session at 8:00 PM

**Motion to enter a Non-Public Session authorized under**

**NH RSA 91-A-3, II made by:**

**Don Hawkins**

**Motion seconded by:**

**Peter Harter:**

**Motion passed unanimously by voice vote.**

**The next SBVD Commissioners meeting will be held on Wednesday, February 9, 2022 at 6:00 PM in the district building.**

Submitted by,

Don Hawkins