

**SEABROOK BEACH VILLAGE DISTRICT
MEETING MINUTES
June 12, 2024**

PRESENT Don Hawkins, Ed David, George Corde, Steve Keaney

ABSENT None

The meeting was called to order at 7:00 PM. Don Hawkins led the meeting in the Pledge of Allegiance.

SECRETARY’S REPORT

- Minutes of Commissioners Meeting on May 8, 2024 were distributed and reviewed. The minutes were approved by voice vote.

TREASURER’S REPORT

Ed David reviewed the May 2024 financial reports including current period, YTD and PY financial figures.

2024	May	YTD	Prior YTD
Fee Income	\$ 12,870	\$ 50,843	\$ 49,218
Rental Income	1,700	7,745	3,100
Total Income	14,570	58,588	52,318
Total Expenses	5,436	27,920	23,748
Net Ordinary Income	9,134	30,668	28,570
Total Interest Income	2,110	10,207	7,817
Other Expense	-	-	-
Net Income	11,244	40,875	36,387

Total cash in the SBVD checking and saving accounts was \$811,460 at the end of May 2024 vs. \$666,969 at the end of May 2023.

- Current month revenues included \$12,870 fee income and \$1,700 rental income. May expenses included Annual Meeting costs of \$1,264. Interest income for the month was \$2,110. The net income was \$11,244.
- Ed said there were three invoices that needed to be paid including the Annual Meeting Police detail invoice for \$385, the Seabrook Property taxes invoice for \$2,003 and the Continental Paving invoice for \$33,440.
- The commissioners were given the monthly disbursement approval forms and bank statements for their review and approval.

- Hawkins told the audience the financial reports were available for review after the meeting.

Motion to accept Treasurer’s Report:

Don Hawkins

Motion seconded:

George Corde

Motion passed by voice vote.

BUILDING INSPECTOR’S REPORT

Steve Keaney reported:

- There doesn’t appear to be a summer slowdown in new home building permits. He is working on new homes on Groveland Street, Bristol Street and Nashua Street. People building new homes have the money and want to start ASAP.
- Steve was asked about the cost of a building permit. He said each permit cost \$40 plus \$10 per \$1000. Permit prices have been in effect for years and may require a vote of the annual meeting to change them.
- Steve was asked if the church on Chelmsford Street pulled permits for the 6 new mini-split AC units recently installed. Steve said no permits were requested but he would look into it.
- The ZBA has one case scheduled for July 17, 2024 for a house on Nashua Street that was built over the height limit by 8 3/4 inches.

Motion to accept Building Inspector’s Report:

Don Hawkins

Motion seconded:

Ed David

Motion passed by voice vote.

OLD BUSINESS:

- **Parking lot paving project:** Hawkins said the paving was completed by Continental Paving during the last week of April. Parking spaces still need to be striped. Steve said he would lay out the pattern. Hawkins said the invoice came in at \$33,440 which was more than \$20,000 higher than the ball park estimate the DPW provided last October. Hawkins met with John Starkey on 5/31/24 to try to understand the discrepancy. He asked Starkey if Continental had used the Seabrook contract rates to invoice the job. Starkey said he wasn’t sure but there were several other possible causes for the discrepancy including:
 - The 2024 rates are up significantly over 2023 rates.
 - Because the area being paved is so small they probably used the hand work rate that is twice the rate per ton as the Seabrook contract road rate.
 - Continental could not grind close to the building and had to hire Matrix paving to saw cut a 2 foot border around the building, hand remove the old paving and back fill with aggregate. Starkey thought the cost was around \$7,000.
 - Consolidated had to shim coat the area along the street and around the sign to eliminate low spots that had developed in the old paving.
 - Starkey recommended that Hawkins call the owner of Continental Paving to discuss the discrepancies and ask for an itemized invoice.

- Starkey said the owner of Matrix Paving said Matrix would have charged \$40-\$45 thousand if they had done the job.
- Hawkins asked Starkey about two low areas that had puddles after a recent rain storm. Starkey said there should not be any puddles but said there were several ways to make repairs in those spots. He suggested I ask the owner of Continental to look at the low spots.
- Hawkins talked to the owner of Continental Paving on 6/6/24. The owner confirmed they had in fact used the Seabrook Contract rates on the job. The job was very small so they had to use the hand work rate to calculate the costs. The owner explained the road rates used in the original estimate didn't apply because road rates assume much higher tonnage with large equipment to do the milling and repaving. The cost per ton is much lower. She explained that even their small equipment could not get close to the building to do the prep work so they hired Matrix Paving to hand cut and back fill a two foot area around the building which was not included in the original estimate. They did use extra material to fill low spots along the road and around the sign. The owner agreed to send an itemized invoice for our records. Hawkins sent pictures of the low spots and puddles to the owner. She said someone would come out to look at them and make a recommendation. She did not recommend cutting the new pavement to make the repair. She also said the edges of the new paving do not need to be sealed unless we start to show wear or damage.
- **Building maintenance projects:** Hawkins reviewed the list of open maintenance projects and suggested replacing the hardware on the casement windows should be next. He contacted Portland Glass in Exeter who said they could probably do the repairs but asked us to provide the window manufacturer so they could source the hardware.

NEW BUSINESS

- **Joint meeting with between the Seabrook BoS and SBVD Commissioners:** Hawkins handed out a draft proposed agenda and list of issues to be discussed at the joint meeting. Hawkins will forward both to the Town Manager and ask the TM and BoS to make whatever changes they deemed appropriate. Hawkins will suggest a Monday evening meeting in July in the selectmen's room for the meeting.
- **Ride the Wave**
 - PB application: Hawkins said the PB has not yet received an application to review changes to the outdoor seating.
 - Fire Alarms: The Seabrook FD did provide a copy of the recent inspection report. We have not yet received a copy of RTW's insurance company report. Hawkins will call Primex for their recommendation on fire alarms for the building.
 - Request for shade awing: The commissioners said they would like to see some movement on RTW's PB application and sign zoning violations before addressing the request for a shade awing.

OTHER BUSINESS

- The SBCA has requested the use of the meeting room for their member meetings on Monday 6/17/24, 7/15/24 and 8/19/24. The commissioners agreed to reserve the meeting room on those dates.

The meeting was adjourned at 8:15 PM

The next SBVD Commissioners meeting will be held on Wednesday, July 10, 2024 at 7:00 PM in the SBVD meeting room.

Submitted by,

Don Hawkins