

**SEABROOK BEACH VILLAGE DISTRICT
MEETING MINUTES
July 12, 2023**

PRESENT Don Hawkins, John Giarrusso, Ed David, Steve Keaney

ABSENT None

The meeting was called to order at 6:00 PM. Don Hawkins led the meeting in the Pledge of Allegiance.

SECRETARY’S REPORT

- Minutes of Commissioner’s Meeting on June 14, 2023 were distributed and reviewed. The minutes were approved by voice vote.

TREASURER’S REPORT

Ed David reviewed the June 2023 financial reports including current period, YTD and PY financial figures.

| 2023 | June | YTD | Prior YTD |
|-----------------------|----------------|---------------|---------------|
| Fee Income | \$ 5,004 | \$ 54,222 | \$ 27,394 |
| Rental Income | - | 3,100 | 6,250 |
| Total Income | 5,004 | 57,322 | 33,644 |
| Total Expenses | 11,976 | 35,724 | 32,140 |
| Net Ordinary Income | (6,972) | 21,598 | 1,504 |
| Total Interest Income | 1,633 | 9,450 | 210 |
| Other Expense | - | - | |
| Net Income | (5,339) | 31,048 | 1,714 |

Total cash in the SBVD checking and saving accounts was \$661,630 at the end of June 2023 vs. \$518,830 at the end of June 2022.

- Current month revenues included \$5,004 fee income and \$0 rental income. Rental income is \$0 due to the water damage in the rental space. Fee income came down after an exceptionally high month in June. Expenses were high \$11,976 due to the purchase of 3 additional Mobimats for \$4,450 and real estate taxes of \$1,758. Interest income was \$1,633 and the net loss for the month was \$5,339.
- Ed rolled over an expired CD. The interest rate changed from 3.6% on the old 6 month CD to 4.45% on the new 9 month CD.
- Ed said Jim Martin has started the 2022 audit.

- 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:
Motion seconded:
Motion passed by voice vote

Don Hawkins
John Giarrusso

BUILDING INSPECTOR’S REPORT

Steve Keaney reported:

- He has issued 106 permits in the first 6 months of 2023 which is just 60 less than the entire year in 2022.
- He is expecting to issue a permit for a tear down / rebuild at 81Atlantic Ave in the fall.
- The ZBA has 2 cases scheduled for their June meeting.
- Steve is working with his counterpart in Hampton on how to decide jurisdiction on properties that are split between Hampton and the SBVD. The current case involves a house on Plymouth Street.

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

Don Hawkins
John Giarrusso

OLD BUSINESS:

- **Ride the Wave door repair estimate:** The commissioners decided to wait on the door repairs until total building maintenance needs are reviewed with a contractor.
- **Paving project:** Hawkins met with Bill Manzi, Seabrook TM and John Starkey, Seabrook DPW manager during the month to get guidance on how to develop a scope of work for the paving project. Starkey said he would help developing the scope of work and Manzi said the SBVD could use the town paving contract with Continental to do the job. Continental has a cost advantage over smaller local paving contractors due to their high volume and has historically been able to beat their price by a wide margin. Starkey will be available to meet again after his vacation.
- **Building Insulation:** Steve Keaney said he would talk to some local insulation contractors to get an idea of the cost to re-insulate the entire building.

NEW BUSINESS

- **Ride the Wave request to add coffee and smoothie bar:** Ride the Wave has started work on the new Coffee and Smoothie bar. They have requested signage that is in violation of zoning. Steve Keaney will send them a letter asking them to comply with SBVD zoning and the conditions set by the SBVD PB.
- **SBVD 2023 Building Maintenance Budget** – Ed David reviewed the SBVD 2023 budget and listed a number of budget line items where he expected a surplus that may be

available to use on maintenance. He said that planning board, accounting and legal surpluses may be available to cover building maintenance expenses. He thought we should push ahead with the project list, review the status each month and move money as needed.

OTHER BUSINESS

- **Cancel or reschedule the August 16th meeting.** Hawkins said he would be on vacation on August 16 and asked if the commissioners wanted to cancel or reschedule the August meeting. The commissioners decided to hold off making a decision until just before the next meeting to ensure we don't have important business to cover.

(Secretary's note: The scheduled date of the next meeting is August 9th not the 16th and Hawkins will not be on vacation. The Commissioner's meeting will be held as scheduled on August 9, 2023 at 6 PM.

The commissioners announced they will enter Non-Public session at the end of this meeting.

Motion to enter a Non-Public Session authorized under NH RSA 91-A-3, II
Motion made by: Don Hawkins
Motion seconded by: John Giarrusso
Motion passed by voice vote.

The meeting was adjourned at 6:40 PM

The next SBVD Commissioners meeting will be held on Wednesday, August 9, 2023 at 6:00 PM in the district building.

Submitted by,

Don Hawkins