

TOWN OF SEABROOK

SELECTMEN'S MEETING

JANUARY 4, 2016

Present: Raymond Smith
Aboul B. Khan
Theresa A. Kyle
William Manzi

10:00AM

Mr. Smith opened the meeting at 10:00AM.

PRESENTATION - LEE BITOMSKE

A certificate of appreciation was presented to Lee Bitomske for over 30-years of service to the town. Mr. Bitomske retired from the town on December 31, 2015.

Mr. Bitomske thanked everyone especially his mom as being his #1 fan. He thanked his family and the town residents. He congratulated Mike Gallagher as the new Police Chief.

MONTHLY MEETING - POLICE CHIEF

Chief Mike Gallagher was present for his monthly report (see attached). He thanked Lee Bitomske for having faith in him and making him the Deputy Police Chief and he looks forward to continuing their friendship.

Chief Gallagher went through his report briefly. He feels 2015 was comparable to 2014 in regards to service calls. He doesn't see any issues with the budget for the upcoming winter season.

Chief Gallagher told the Board that the Deputy Police Chief position has been posted and will close January 5 at 3PM.

Mrs. Kyle commended the Chief on bringing the department up especially with having staff meetings and his thorough report.

Chief Gallagher said the parking lot article is the most important item for him in 2016 as it can no longer be repaired. He is urging the voters to support this article and said it is town owned property that needs to be maintained.

REQUEST FOR D'ALESSANDRO FUNDS

A list of items was given to the Town Manager. The Board will look it over and then make a decision.

Police Chief Mike Gallagher left the meeting at 10:25AM.

MONTHLY MEETING - FIRE CHIEF

Fire Chief Bill Edwards was present for his monthly report (see attached).

Chief Edwards said the Santa Engine ride was one of the most favorable events they have done. It was so successful they have booked it again for next year.

Mr. Manzi said the Chief is requesting to withdraw two articles from the ballot. Mr. Smith read the memo into the record (see attached). The removal is for the fire alarm for \$70K and the IMC software for \$45K. Chief Edwards said when these articles were put in it was to make sure they had everything to be the best they can but there is money remaining from last year's warrant article. He will be bringing forward some recommendations for the Board without the articles.

Mr. Smith commented that firefighter Stan Saracy is posting solutions to safety concerns on facebook that is helpful to the public and said he is doing a great thing.

MOTION: Aboul B. Khan To withdraw articles as
 Second: Theresa A. Kyle recommended by the Fire
 Unanimous Chief.

Fire Chief Bill Edwards left the meeting at 10:36AM.

PREVIOUS MINUTES - OCTOBER 12 PUBLIC & NON-PUBLIC, NOVEMBER 4 PUBLIC, NOVEMBER 13 PUBLIC, NOVEMBER 16 PUBLIC, DECEMBER 7 PUBLIC AND DECEMBER 16 PUBLIC

MOTION: Aboul B. Khan To adopt the minutes of
 Second: Theresa A. Kyle 10/12 public & non-
 Unanimous public, 11/4 public,
 11/13 public, 11/16
 public, 12/7 public and
 12/16 public.

2013-2014 HARDSHIP ABATEMENT \$1527

Mrs. Kyle said she has no issue with this but encourages everyone to file within the timeframe.

MOTION: Aboul B. Khan To approve and sign the
 Second: Theresa A. Kyle hardship abatement.
 Unanimous

2015 ENCUMBRANCES

MOTION: Aboul B. Khan To approve and sign the
 Second: Theresa A. Kyle special article
 Unanimous encumbrances.

MOTION: Aboul B. Khan To approve and sign the
 Second: Theresa A. Kyle operating budget
 Unanimous encumbrances.

SEWER SERVICE APPLICATIONS

Spednik LLC - 47 Boa Lane - \$150

MOTION: Aboul B. Khan To approve and sign the
 Second: Theresa A. Kyle sewer application.
 Unanimous

Mrs. Kyle requested the applications be completed in full.

QUITCLAIM DEEDS - WILDWOOD CEMETERY

John Heywood - Section 13 Lots 9 & 8 Section 12 Lots 18 & 19

MOTION: Aboul B. Khan To approve and sign the
 Second: Theresa A. Kyle quitclaim deed.
 Unanimous

REQUEST TO SURPLUS WATER DEPARTMENT EQUIPMENT

Mr. Manzi explained it would be put on the website and if any interested party they would accept the highest bidder.

MOTION: Aboul B. Khan To approve the cranes to
 Second: Theresa A. Kyle be surplus equipment.
 Unanimous

MOTION: Aboul B. Khan To approve the crown vic
 Second: Theresa A. Kyle to be surplus vehicle.
 Unanimous

FUND BALANCE POLICY

Mr. Smith said he would like to establish a policy on what is spent from the fund balance. Mr. Manzi said this policy does not address the expenditure it is only for retaining the fund balance. He would like the percentage changed to be on the higher end. Mr. Khan agrees with him on this as the budget really depends on the power plant rate. Mr. Smith said he would like it to be 15% or 17% rather than a range. Mrs. Kyle said she does not agree. When we have that much money in an account that isn't earning interest and we have equipment that needs to be replaced we should be using the money for this. Mr. Manzi said they would want to consider changing item #9 to 15% and leave the levels alone in item #8.

There was discussion on what level should be maintained in the fund balance. Mr. Manzi said they need to consider the revenue

stream. He said they do have the power plant that pays 50% of the tax base. Mrs. Kyle said they also have others that pay a large portion of the tax base. Mr. Khan said he would like it to say 15% of total operating budget inclusive of the school budget.

MOTION: Theresa A. Kyle To approve 15% of the
Second: Aboul B. Khan general operating budget
Unanimous inclusive of the school
budget be used in the
fund balance policy.

Mr. Khan requested a copy of the policy be given to the budget committee.

MOTION: Aboul B. Khan To adopt the revised
Second: Theresa A. Kyle fund balance policy.
Unanimous

WARRANT ARTICLES AND BUDGET DISCUSSION

Mr. Manzi advised the Board that Property-Liability Trust is going out of business and the town would only have insurance with them through June 30. He said there is an RFP out for a new carrier. He said where they do not have a cost for the insurance he used last year's number and added 5%.

MOTION: Aboul B. Khan To increase line 480 in
Second: Theresa A. Kyle account 121 Risk Manage-
Unanimous ment to \$270K.

MOTION: Raymond Smith To approve the Risk
Second: Aboul B. Khan Management budget at
Unanimous \$753,486.

Mrs. Kyle said there was a complaint on snow plowing by an employee for a friend. Mr. Manzi said he has looked into this and the DPW Manager responded and a copy was given to the Board. He said the plowing did not take place on private property.

Mr. Khan said there was a very nice Christmas Party in this room and also there was a fantastic event at Market Basket for a food drive. The Board wished everyone a Happy New Year!

AngelJean asked why the Board included the school when they probably have their own unassigned fund balance. Mr. Manzi said this doesn't create any liability for the school to come and take the money it's only for a threshold.

NON-PUBLIC SESSION

MOTION: Theresa A. Kyle
Second: Aboul B. Khan
Unanimous

To go into non-public session at 11:27AM under RSA 91-A:3, II (a) personnel & (e) legal.

Roll call:

Mr. Smith - yes
Mr. Khan - yes
Mrs. Kyle - yes

Board reconvened in public session at 12:03PM.

MOTION: Raymond Smith
Second: Theresa A. Kyle
Unanimous

To seal the minutes of January 4 non-public session.

MOTION: Raymond Smith
Second: Theresa A. Kyle
Unanimous

To adjourn the meeting at 12:03PM.

Approved and endorsed

Theresa A. Kyle, Clerk

Date: _____