

TOWN OF SEABROOK

SELECTMEN'S SPECIAL MEETING

MARCH 16, 2015

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

10:00AM

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

The Board welcomed new Selectwoman Theresa Kyle.

REORGANIZATION OF THE BOARD

MOTION: Aboul B. Khan To nominate Raymond
Second: Theresa A. Kyle Smith as chairman.
Unanimous

MOTION: Aboul B. Khan To nominate Theresa A.
Second: Raymond Smith Kyle as clerk.
Unanimous

MOTION: Raymond Smith To nominate Aboul B.
Second: Theresa A. Kyle Khan as vice chairman.
Unanimous

MOTION: Raymond Smith To elect Aboul B. Khan
Second: Theresa A. Kyle as representative to the
Unanimous planning board.

MOTION: Raymond Smith To elect Theresa A. Kyle
Second: Aboul B. Khan as representative to the
Unanimous budget committee.

MOTION: Aboul B. Khan To elect Raymond Smith
Second: Theresa A. Kyle as representative to the
Unanimous recreation commission.

SELECTMEN'S MEETING SCHEDULE

MOTION: Aboul B. Khan To continue with the 1st
Second: Theresa A. Kyle & 3rd Monday's at 10AM
Unanimous same as previous year.

RECREATION DIRECTOR

Mr. Manzi announced the new recreation director is Katie Duffey and a press release will be issued later today.

AGENDA AMENDMENT

This would be to add a sidewalk maintenance agreement for the Outback Restaurant. The planning board issued minutes recommending the agreement be approved.

MOTION: Aboul B. Khan To amend the agenda to
Second: Theresa A. Kyle add the sidewalk
Unanimous maintenance agreement.

MOTION: Theresa A. Kyle To approve and sign the
Second: Aboul B. Khan sidewalk maintenance
Unanimous agreement for Outback.

MONTHLY MEETING - FIRE CHIEF

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

Mr. Smith asked if they could get a monthly list of the completed policies as he moves forward with this project so they will be prepared to answer any questions from the public. Mr. Manzi said once the policy comes out of the draft format a copy will be provided to the Board.

AMBULANCE ACCOUNT WRITE-OFF'S

Mr. Manzi explained how the write-off occurs with the residents and non-residents. They have been carrying these on the books and want to get them off up through 2013 as they are uncollectable. Beginning in 2014 they will be going after the non-residents for payment. He said revenue is up by about 30% from the previous year.

Mr. Khan said this was approved by the voters in 2007-08 and if a Seabrook resident has no insurance they do not pay but if they do have insurance the insurance is billed.

Mrs. Kyle doesn't know the criteria to define a resident and a non-resident but feels we should try collecting bills from the non-residents if it is possible. She feels that the \$834,280 is a lot of money to be written off.

Mr. Manzi explained how much is for Seabrook residents compared to the non-residents. He explained it shows on the audit as an audit finding. They are looking to assign the non-residents to collections in order to obtain additional revenue.

Mr. Khan suggested the town manager, fire chief and selectwoman Theresa Kyle work together to come up with a plan and bring it back to the Board. Mr. Manzi said if there is a way to collect

some of the uncollectable they would not give up on that. He said this is more of an accounting method.

MOTION: Aboul B. Khan To accept and approve
Second: Theresa A. Kyle the write-off's and to
have Theresa Kyle work
with both to come up
with a plan.

Mr. Smith doesn't want to combine two things into one motion.
Mr. Khan withdrew his previous motion.

MOTION: Aboul B. Khan To accept and approve
Second: Theresa A. Kyle the write-off's.
Unanimous

MOTION: Aboul B. Khan To include Theresa Kyle
Second: Raymond Smith in the work with the
Unanimous town manager and fire
chief and bring a report
back to the Board.

Fire Chief William Edwards left the meeting at 10:38AM.

MONTHLY MEETING - POLICE CHIEF

Police Chief Lee Bitomske was present for his monthly report
(see attached).

Calls for Service - there have been about 2721 since January
2015. He believes the number is up due to the snow we have
experienced this year.

Chief Bitomske congratulated Theresa Kyle as the new selectwoman
and thanked all of the employees for their hard work during the
snow storms.

Chief Bitomske said he had three past police officers who are
being honored today and recognized for their years of service to
the town. James Goldthwaite - 42 years as a part-time
patrolman, Howard Page - 36 years of service and Michael Cawley
- 26 years of service.

Police Chief Lee Bitomske left the meeting at 10:48AM.

PREVIOUS MINUTES - FEBRUARY 11 PUBLIC & NON-PUBLIC, FEBRUARY 17 PUBLIC AND FEBRUARY 23 PUBLIC

MOTION: Aboul B. Khan To adopt the minutes of

Second: Raymond Smith
Unanimous

2/11 public & non-public
2/17 public and 2/23
public.

PREVIOUSLY SIGNED PERMITS

Mr. Smith read the list of permits (see attached).

MOTION: Aboul B. Khan
Second: Raymond Smith
Unanimous

To approve the permits.

ABATEMENT

Henry & Elinor Quill - 273 Ashland Street - \$135.19

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

To approve and sign the
abatement.

REFUND

John Ebbs Jr. - 84 South Main Street - \$15

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

To approve and sign the
refund.

WATER SERVICE APPLICATIONS

Russell Hertrich - Zealand Park
Darlene Belmer - 454 New Zealand Road

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

To approve and sign the
water applications.

ENCUMBRANCES

Mr. Manzi explained these are monies that have not been spent
and will be encumbered for the following year expenditures.

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

To approve and sign the
encumbrance for warrant
articles.

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

To approve and sign the
encumbrance for
operating budget.

3 ELDERLY EXEMPTIONS

MOTION: Theresa A. Kyle

To approve and sign the

Second: Aboul B. Khan 3 elderly exemptions.
Unanimous

VETERAN'S EXEMPTION

Michael Fowler - 13 True Lane

MOTION: Theresa A. Kyle To approve and sign the
Second: Aboul B. Khan veteran's exemption.
Unanimous

HAWKERS & PEDDLERS LICENSE

Richard King - Hot Dog Cart

There is no state health license for this application.

MOTION: Aboul B. Khan To table this item until
Second: Theresa A. Kyle the next meeting.
Unanimous

CONDO SALE AT FOLLY MILL TERRACE

Mr. Manzi explained this property was taken through tax deed and the time has expired under the RSA so the town can proceed to auction the property. He said it can be done by sealed bid or through a live auction. The attorney is recommending the sealed bid and this would give the Board the authority to accept or reject any bid that is not in the best interest of the town. Mr. Manzi said there would be a floor amount but does not want to announce that publicly. The attorney feels it is easier to transfer a title if the process is completed by sealed bid. Mr. Manzi feels you get better results with a live auction.

Mr. Khan said the town has been paying for this condo for many years and requested the town manager read his memo into the record (see attached).

Mrs. Kyle asked if they could speak with the town attorney on the bid process and his reason as to why he is recommending the sealed bid process. Mr. Smith is fine with either process as long as the town doesn't lose any money.

MOTION: Aboul B. Khan To table item until the
Second: Theresa A. Kyle next meeting.
Unanimous

HAWKERS & PEDDLERS LICENSE

Luiz Lima - Hot Dog Cart
Luiz Lima was present for this item.

Mr. Smith said the state health license says they will sell hot dogs from Route 286 where in fact they sell down at the beach on Route 1A. The Board is also questioning the size of the cart and the concerns the people have.

Mr. Manzi said it is a state issued license and the town cannot question the validity of the state license.

Mrs. Kyle commented about the music and table and chairs.

Mr. Khan said they could approve the license as long as the town manager is acceptable to the answers to the questions they have.

MOTION: Theresa A. Kyle To conditionally approve
Second: Aboul B. Khan license pending
Unanimous information from the
State of NH.

NOTEWORTHY ITEMS FROM THE BOARD OF SELECTMEN

Mr. Khan said they attended the drug forum and it was a great event. They are looking forward to the new plans and programs.

The election turnout was not great it had the lowest turnout in the past 10 years.

Mrs. Kyle commented on the drug forum and said it was an excellent day and Maria Brown should be commended for moving forward with this important issue.

Mr. Manzi said he attended and said Seabrook is not along in this.

COMMENTS/QUESTIONS

Maria Brown said she had some questions for the police and fire chief's and asked how they would get addressed if they are gone from the meeting. She said the drug forum was a great thing for Seabrook and the people stayed well past 3PM to answer any and all questions that were asked.

Maria Brown asked for the number of calls the fire and police had to deal with for Narcan. She asked if the Police Chief has a budget for the D'Alessandro funds that the town received. Mr. Manzi said the board asked for a detailed accounting of the funds and the chief will be hear at the first meeting in April to provided detailed information.

Maria Brown questioned the hiring policy and said questions have been raised and she understands the town manager is working on something and she would like it on the agenda to speak about it. Mr. Manzi said he has worked on a new personnel policy and expects to complete within 30-45 days. He is also working on revised job descriptions. He said new employees will have a handbook when they come to work for the town which currently does not exist.

It was stated that the finance clerk position will be filled today by the town manager. The deputy tax collector position is filled by statute where the finance clerk is filled by the town manager.

AngelJean asked about the collapsed building at 920 Lafayette Road and if there is a status. Mr. Manzi said they have had conversations with the property owner but would need to get more details.

AngelJean asked about the police brutality video and where are the new policies that were put in place along with the training for proper handling of an arrestee. Mr. Smith said he could request the town manager to send a memo to the police chief for an update. Mr. Khan said he has had many conversations with the town manager on this and he can answer her question. Mr. Manzi said the policies and procedures have been reviewed and have had some minor changes.

The police chief said they looked at the policies that were updated in 2009 so they only needed minor revisions. Mr. Manzi said training was conducted on the use of force for all police officers. \$35K was put in the budget for additional training in 2015.

The police chief said the car cameras are going in the cruisers and there will be a policy and training for all officers. He said the officers have not been trained on the use of narcan. He said it will be voluntary only for the officers he will not make it mandatory.

Mr. Khan said Senator Stiles cautioned Seabrook against officers using narcan as it might be a liability to the town. That law has since changed to allow officers to be trained in its use.

Maria Brown thanked the police chief especially Brett Walker for their attendance at the drug forum. She asked the Selectmen to look at the applicants and the selection for the finance clerk.

Bruce Cassassa asked about FEMA and where the town is at with this. Mr. Manzi said he needs to speak with Joe Titone and Police Chief Lee Bitomske and will report at a future meeting.

NON-PUBLIC SESSION

<u>MOTION:</u>	Theresa A. Kyle	To go into non-public
Second:	Aboul B. Khan	session at 11:55AM
Unanimous		under RSA 91-A:3, II (e)
		litigation.

Roll call:

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

Board returned to public session to adjourn at 1:01PM

<u>MOTION:</u>	Raymond Smith	To adjourn meeting
Second:	Aboul B. Khan	at 1:01PM.
Unanimous		

Meeting adjourned at 1:01PM.
Minutes taken by Kelly J. O'Connor

Approved and endorsed

Theresa A. Kyle, Clerk

Date: _____