

TOWN OF SEABROOK

SELECTMEN'S BUDGET MEETING

NOVEMBER 3, 2015

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

10:00AM

Mr. Smith reconvened the recessed meeting at 10:18AM.

**LIBRARY - 480**

Ann Robinson and Eric Small were present for this budget. Ms. Robinson went over her budget briefly.

Mr. Khan asked about the health insurance cost sharing. Ms. Robinson explained they are not part of the unions and have not had a cost share previous to this year.

MOTION: Raymond Smith To approve the library  
Second: Aboul B. Khan budget at \$540,576.  
Unanimous

Mrs. Kyle commended Ann Robinson for the her work on the museum passes.

Ann Robinson and Eric Small left the meeting at 10:27AM.

**WATER - 520**

Curtis Slayton was present for his budget. Mr. Slayton said the 525 Gruhn budget has been zeroed out and he has put \$7K into the 520 water budget.

Mr. Slayton said the new water source drilling has had good results and the pump test is being done this week. He said they are looking at an additional 500,000 gallons per day which is half of the goal. The CIP plan had to be determined and will now need to include \$182K to purchase the Pineo Farms land for this water source. He is also looking to change the water source amount to \$725K which would allow them to finish the testing and develop the two new water sources. It was stated that there is \$55K left of funds from this year and they have used \$300K to find the new sources and now looking for another \$725K to develop.

Mr. Manzi said the trust fund has a water capital reserve fund that could be used for this purpose and the board could consider using those funds for this project. Mr. Slayton said this is definitely extra work for him and the department but it needs to be done.

There was discussion on the water rate study and the town subsidizing the water. Mr. Khan said they have not looked at this in four years and asked how long could they continue on this path. Mr. Manzi explained how the taxes support the water and wastewater plants. He said it definitely has a huge impact on the budget and it would be nice to see it in the water and sewer departments to assist each of the budgets. Mr. Khan said he would like this looked into.

Mr. Khan asked how much of the water goes to the power plant. He would like to partner with them for new water sources. Mr. Slayton and the Town Manager will report how much water they have used for the past three years.

Mr. Manzi said in 2003 an article was passed for water acquisition of \$750K and that account has \$1.5 million in it now. This account could be used and would not impact the taxpayers.

There was discussion on the Anne's Lane project. Mr. Slayton said the residents have been after him to get this fixed as the water main keeps breaking. He said it is similar to the Dwight Avenue project. Mr. Slayton went through his CIP projects for 2016.

MOTION: Aboul B. Khan To approve the request  
Second: Theresa A. Kyle for the water warrant  
Unanimous articles for 2016.

Mr. Slayton went over how the water plant is running. He said Seabrook has one of the most inexpensive water rates in the state. He said the state is always recommending they look at increasing the rate.

MOTION: Theresa A. Kyle To approve the water  
Second: Raymond Smith budget at \$1,651,265.  
Unanimous

#### **REVENUES - 520 WATER**

MOTION: Raymond Smith To approve the water  
Second: Theresa A. Kyle revenues at \$916,225.  
Unanimous

#### **SEWER - 521**

Phil Maltais was present for his budget and stated he does have warrant articles for 2016. Mr. Khan said when they had a joint meeting with the budget committee they decided to discuss the

warrant articles before the budgets. He said this shows a true picture as to what the department needs to operate efficiently and said that a board member cannot make a decision without knowing the amounts for the budget and the warrant articles.

Mr. Maltais went over his warrant articles and said some of the vehicles being requested are articles that have not passed previously. He is also looking to have a feasibility study done to have an idea as to which equipment in the plant should be replaced at is over 20-years old.

There was discussion on moving some of the smaller items into the budget. Mr. Khan is requesting the town manager to move the replacement of the air handling unit for \$6K and the HVAC units for \$4K into the budget to eliminate two articles.

MOTION: Aboul B. Khan To approve the sewer  
Second: Theresa A. Kyle request for warrant  
Unanimous articles without the  
air handling unit and  
HVAC units.

MOTION: Raymond Smith To increase line 430  
Second: Aboul B. Khan by \$10K for a total of  
Unanimous \$90K.

Mr. Khan asked about the pipe under the Route 286 bridge. Mr. Maltais said it was checked at the end of last year and there has been no further deterioration. They recommended it continued to be monitored and in 2018 there is \$250K in the CIP to replace the pipe. Mr. Khan asked that he put in a memo that the pipe would be safe until 2018. Mr. Maltais said he would do this based on the recommendation of the engineer, however if there is any further deterioration they would need to look at completing sooner.

MOTION: Raymond Smith To approve the sewer  
Second: Theresa A. Kyle budget at \$1,886,453.  
Unanimous

#### **REVENUES - 521 SEWER**

MOTION: Raymond Smith To approve the sewer  
Second: Aboul B. Khan revenues at \$466,500.  
Unanimous

Phil Maltais left the meeting at 11:55AM. Board took a 5-minute break at 11:55AM. Board reconvened at 12:10PM.

**RECREATION - 460**

Katie Duffey was present for her budgets. She briefly went through the budget and said she would like to grow the programs but understands at this time it is not feasible. She explained some of the things she would like to do with the programs but said it should be done in baby steps. The one program for 2016 she is looking to increase is the summer program. It would be for an additional 3 weeks and basically increases the part-time line by \$30K. Ms. Duffey said she is also looking to do the maintenance and floors over a long weekend rather than shut down for 2 weeks.

Ms. Duffey explained what they were looking to purchase in line 680 - recreational supplies. She explained the purchase for the game room in line 740 - new equipment. She feels newer types of games will enhance the use of the room. Ms. Duffey explained what the van is used for and said it has sufficient insurance for coverage.

MOTION: Theresa A. Kyle To approve recreation  
Second: Aboul B. Khan budget at \$595,592.  
Unanimous

**REVENUES - 460 RECREATION**

MOTION: Theresa A. Kyle To approve recreation  
Second: Aboul B. Khan revenues at \$62,542.  
Unanimous

There was discussion on the warrant articles for 2016. Ms. Duffey said the building is over 20-years old and needs some work especially the roof that they had over 30 leaks this year. She said this is the #1 project for 2016 for the community center.

Mr. Khan said the roof is essential but would like the town manager and DPW manager to work with the recreation director to see if there is anything that can be done to push the other items to 2017.

Ms. Duffey said with the upgrade of exercise equipment she would like to get more cardio machines so that it would be more of a full body workout.

MOTION: Aboul B. Khan To approve recreation  
Second: Theresa A. Kyle warrant articles of  
Unanimous the heating system  
upgrade, exercise

equipment and roof replacement and for the town manager to work with the DPW Manager & Recreation Director to address the other 2 items in the CIP.

Mr. Smith agrees with the recommendation but feels the drainage needs to be addressed along with the roof replacement.

**MEMORIAL DAY - 462**

MOTION: Aboul B. Khan To approve the Memorial Day budget at \$9,300.  
Second: Theresa A. Kyle  
Unanimous

**OLD HOME DAY - 463**

MOTION: Aboul B. Khan To approve the Old Home Day budget at \$24,580.  
Second: Theresa A. Kyle  
Unanimous

**REVENUE - 463 OLD HOME DAY**

MOTION: Theresa A. Kyle To approve the Old Home Day revenue at \$1,600.  
Second: Aboul B. Khan  
Unanimous

**COMMUNITY CENTER - 465**

MOTION: Aboul B. Khan To approve the Community Center budget \$188,341.  
Second: Theresa A. Kyle  
Unanimous

**RECREATION REVOLVING - 16-464**

MOTION: Aboul B. Khan To approve Recreation Revolving expenditures of \$60,852.

Mr. Khan withdrew his motion for questions.

Mrs. Kyle asked what the food and meals were for. Ms. Duffey said this is for the basketball tournament and they sell hot dogs, snacks and sodas.

MOTION: Aboul B. Khan To approve Recreation Revolving revenues of  
Second: Theresa A. Kyle

Unanimous \$60,852.

MOTION: Aboul B. Khan To approve Recreation  
Second: Theresa A. Kyle Revolving expenditures  
Unanimous of \$60,852.

Mr. Khan asked about the warrant article for the seniors for a feasibility study. Mr. Manzi said that he would come back to the board with a small number for an article for this study. Mr. Khan explained during the coffee chat with the Town Manager this came up and he requested the Town Manager look into this and bring a recommendation to the Board. He would like to show that they are starting something for the seniors or it would just continue to linger on with nothing being done.

Katie Duffey left the meeting at 1:03PM.

MOTION: Aboul B. Khan To take a lunch break  
Second: Theresa A. Kyle at 1:04PM.  
Unanimous

Board reconvened at 1:44PM.

#### **COMPUTER TECHNOLOGY - 180**

Brian Murphy was present for his budgets. Mr. Khan asked for an explanation on the increase in this budget. Mr. Murphy said it wouldn't be for any purchases but rather to maintain the equipment they currently have. Mr. Manzi further explained that some of the increase is in lines 343 - software & licensing and 645 - computer supplies. Mr. Murphy said the software increase is in Munismart which increases every year and the anti-virus software that is needed and updated to keep up with current issues. Also, Microsoft licensing had to be increased.

Mr. Khan said when this department was set up it was supposed to save money from all of the other departments but hose line items still exist. Mr. Manzi said Brian does all of the IT support for all departments as the departments can only handle minor fixes. He said no one is called from the outside to do this work so Brian is pretty much on call all the time. Mr. Murphy also handles all of the network maintenance and managing of the network along with all of his other duties.

Line 342 - programmers/tech advisors needs to be reduced from \$12,400 to \$3K as the wrong figures is in this line.

MOTION: Raymond Smith To reduce line 342 to  
Second: Theresa A. Kyle \$3K.

Unanimous

MOTION: Theresa A. Kyle To reduce line 562 to  
Second: Aboul B. Khan \$1K.  
Unanimous

MOTION: Aboul B. Khan To approve the computer  
Second: Theresa A. Kyle technology budget at  
Unanimous \$207,420.

### **CHANNEL 22 - 181**

Mr. Khan asked what the improvement would be for 2016. Mr. Murphy said they are going to need to increase the storage space and rent a little more web space. He said new microphones will be added to increase the sound capability on airing the broadcast. In order to increase the sound within the room is another whole issue due to the size of the room.

Mr. Murphy explained line 344 - hosted services and said it is for services that are not run on services within the building but rather from a host. In order to use this service you pay for the service and storage space. Mr. Murphy explained that line 390 is specifically for the web designer.

Mr. Murphy said line 812 - training would to bring in a training specialist for AV training as it has become more complicated to run the equipment. He said he is also hoping to get to a point where two employees are running the equipment.

Mr. Smith asked if there was any schedule he could see that would explain the increase in fees for software licensing and things of that nature. Mr. Manzi said they could provide backup for those licensing issues.

MOTION: Aboul B. Khan To approve the Channel  
Second: Theresa A. Kyle 22 budget at \$46,515.  
Unanimous

### **REVENUES - 181 CHANNEL 22**

MOTION: Theresa A. Kyle To approve the Channel  
Second: Aboul B. Khan 22 revenues at \$40K.  
Unanimous

Brian Murphy left the meeting at 2:34PM.

### **PLANNING BOARD - 170**

Jason Janvrin was present for his budget. He explained the town planner is paid from line 391 - billable services and 390 - other professional services. He explained line 391 is what is billed to the applicants and line 390 is for what he does for the town such as the zoning changes. He said a lot of the fees have been increased which has increased the revenues to offset the expenditures.

Mr. Janvrin explained line 112 - part time employees is for the current secretary who works 38-hours and they are looking to bring on a part-time pool clerk to assist. He said the town manager's office and finance office has been helping this office tremendously and would like to get it all back in the planning board office.

Line 740 - new equipment has been decreased as the laptop will be purchased in 2015 instead of 2016. He would request to reduce this line to \$500.

MOTION: Raymond Smith To reduce line 740 to  
Second: Aboul B. Khan \$500.  
Unanimous

MOTION: Aboul B. Khan To approve the planning  
Second: Theresa A. Kyle board budget at \$91,105.  
Unanimous

**REVENUES - 170 PLANNING BOARD**

MOTION: Raymond Smith To approve the planning  
Second: Theresa A. Kyle board revenues at  
Unanimous \$130,500.

Jason Janvrin left the meeting at 2:50PM.

MOTION: Raymond Smith To adjourn the meeting  
Second: Aboul B. Khan at 2:50PM.  
Unanimous

Approved and endorsed

\_\_\_\_\_  
Theresa A. Kyle, Clerk

Date: \_\_\_\_\_