

**SEABROOK BEACH VILLAGE DISTRICT
ANNUAL MEETING MINUTES
April 28, 2015**

PRESENT: Richard Maguire, Joe Giuffre, Ted Xavier – Commissioners
Mike Rurak - Treasurer
Theresa Kyle - Moderator.
Don Hawkins – Clerk
Jack Lannan - Auditor
Gene Geary – SBVD Attorney
Steve Keane – Building Inspector

The meeting was called to order at 7:00 PM. Theresa Kyle led the meeting in the Pledge of Allegiance. The SBVD commissioners and officers were introduced to the meeting attendees. Theresa Kyle explained the rules of order to the meeting attendees and asked that the non-voters in the meeting sit in the designated area to make counting votes easier. The Moderator explained voters needed to be at the meeting in order to vote. There are no absentee ballots. The Moderator said she would allow 10 minutes per person to comment on the articles so everyone would have a chance to speak.

DISTRICT WARRANT FOR 2014 - (Attached)

Theresa Kyle introduced the district warrant articles and read each in its entirety before discussion started and votes were taken.

**ARTICLE 1: Elect a commissioner for a term of three years.
Joe Giuffre was nominated by Doris Sweet.
The nomination was seconded by an audience member.
There were no other nominations.
Joe Giuffre was elected by a hand vote.**

**ARTICLE 2: Elect a clerk for a term of one year.
Don Hawkins nominated by Henry Therriault.
The nomination was seconded by an audience member.
There were no other nominations.
Don Hawkins elected by a hand vote.**

**ARTICLE 3: Elect a moderator for a term of one year
Theresa Kyle nominated by Bob Weisner
The nomination was seconded by Mary Durant
There were no other nominations.
Theresa Kyle elected by hand vote.**

ARTICLE 4: Elect a treasurer for the term of one year.

**Mike Rurak nominated by Peter Harter.
The nomination was seconded by Henry Therriault.
There were no other nominations.
Mike Rurak elected by hand vote.**

**ARTICLE 5: Elect an auditor for a term of one year.
Jack Lannan nominated by Henry Therriault
The nomination was seconded by an audience member
There were no other nominations.
Jack Lannan elected by hand vote.**

**ARTICLE 6: Raise Eighty five thousand five hundred dollars
(\$85,500) to be used for general expenses and legal fees for the
District. (Recommended by the Seabrook Budget Committee)**

**Motion to approve Article 6 was made by Henry Therriault
The motion was seconded by Danielle Keaney**

Dick Maguire reviewed the 2014 financial statements and compared the 2014 actual spending to the 2014 budget and the 2015 proposed budget. (Handouts attached)

Brian Gillis asked how \$85,500 was going to be raised and appropriated. Dick Maguire explained the district used four sources of income to pay for the budget; building permit fees, rental income from the district building, occupancy permit income and interest income. The district can also use the unexpended fund balance of \$248,000 to meet financial obligations if other funding is not available. Finally, the district can impose a tax on the district residents but that revenue source has not been used for many years and the commissioners had no expectation of having a tax this year or in the foreseeable future. Dick also explained that Article 8, if passed will allow the commissioners to borrow money in anticipation of tax revenue. Article 8 has been on the Warrant for many years but has not been used.

Rose Flanagan asked why the district held their savings in bank accounts rather than investing in the market or something else that pays higher interest. Mike Rurak explained government entities are only allowed to invest in secured assets.

**Moderator called for a vote on article 6:
Article 6 passed by a hand vote.**

ARTICLE 7: To amend the SBVD Zoning Ordinance.

The Moderator explained there were two amendments that would be voted on separately and amended if necessary.

Amendment #1: The Moderator read Amendment 1, to adopt new Flood Control Regulations and replace the existing regulation originally adopted on March 30, 1977 and last amended on April 29, 2014.

**Danielle Keaney made a motion to adopt Amendment #1.
Louise Ferris seconded the motion.**

Steve Keaney explained that FEMA is issuing new flood maps and that FEMA and NHDES were requesting revisions to the existing Flood Control Regulations. Steve talked about some of the changes to the flood map and noted the new maps would probably not be adopted until 2016.

Peter Volpe asked if the zoning amendments were posted. He was told they were. He then asked for an explanation of the article. Steve explained the changes were mostly minor modifications to the existing ordinance and that FEMA was requiring the changes. If they are not adopted the SBVD Flood Insurance Program might be in jeopardy.

**The Moderator called for a vote.
Amendment #1 passed by a hand vote.**

Amendment #2: To amend section IV of the SBVD zoning ordinance to:

- 1.) Use the NH State Building Codes to govern construction, design and maintenance of all buildings and structures in the SBVD.**
- 2.) Require a Certificate of Occupancy Checklist for Rental Units.**

**Peter Harter made a motion to adopt Amendment #2.
Jack Lannan seconded the motion.**

Steve Gillis asked if this is the same amendment that was rejected by the voters last year. Steve Keaney said it is slightly different and includes a rental check list for home owners who rent their property to use as a guideline. It is intended to ensure rental property owners are maintaining a minimum safety standard. Steve pointed out that the items on the checklist are already required by NH State law and NH building codes. Inspections will be done by the building inspector. There will not be an additional fee for the rental inspection. Each house will be required to have a Certificate of Occupancy which is currently required. The

commissioners and the building inspector will agree on an implementation schedule which will likely start in 2016.

Peter Volpe asked if this would increase an owner's liability. Steve said he thought it would reduce an owner's liability because a minimum safety standard was being met.

Steve Gillis asked if a special Rental Certificate of Occupancy would be required. Steve said there would not be a Rental Certificate of Occupancy but every property in the district should have a regular C.O. on file in the building inspector's office. The cost of the regular C.O. is \$50.

Linda Volpe asked if all rental properties are required to do this. Steve answered yes but the program will be implemented over time. She asked if the check list is different than what the real estate agents do now. Steve said it is slightly different in that it focuses on building safety. Ms. Volpe asked if the Town of Seabrook had a similar inspection requirement. Steve said he wasn't sure.

Peter Volpe made a motion for separate votes on the building codes and the rental property check list.

Ann-Marie Giarrusso seconded the motion.

The motion passed by a voice vote.

The Moderator called for a vote on the change to the Building Codes. The building code changes in Amendment #2 passed by hand vote.

The Moderator called for a vote on the Rental Property Checklist. The rental property checklist changes in Amendment #2 passed by hand vote.

ARTICLE 8: Authorize the Seabrook Beach Village District to borrow in anticipation of tax revenue.

Dick Maguire explained this article is boiler plate in nature and that he does not anticipate having to borrow in anticipation of tax revenue or having a SBVD property tax at all in the coming year.

Henry Therriault made a motion to adopt article 8.

Danielle Keaney seconded the motion.

The Moderator called for a vote on Article 8.

Article 8 passed by a hand vote.

ARTICLE 9: To transact any and all business that may legally come before the meeting.

An audience member asked if the warrant articles, monthly meeting minutes and meeting agendas could be posted on the SBVD web site. She was told the SBVD had a page on the new Seabrook Town web site and that the warrant articles and minutes would be posted in the near future. The audience member also asked that agendas be posted 48 hours before each meeting.

Linda Volpe said she could not find a copy of the zoning amendment details. She did not think they were properly noticed and therefore the meeting was not justified. Dick Maguire said the warrant was posted on time at Catalano's market at O'Keefe's store and at the SBVD office. He did not post the full verbiage of the two zoning changes.

Meeting was adjourned.

Submitted by:

Donald Hawkins, SBVD Clerk

Minutes of SBVD Annual Meeting Approved by:

Richard Maguire, Chairman

Joe Giuffre, Commissioner

Edmund Xavier, Commissioner