

TOWN OF FRANCESTOWN
OFFICE OF SELECTMEN
27 MAIN STREET • P.O. BOX 5
FRANCESTOWN, NEW HAMPSHIRE 03043-0005

BOARD OF SELECTMEN
MEETING MINUTES
10/04/2016

Selectmen Present: Chairman Brad Howell, Abigail Arnold and Henry Kunhardt

Also Present: Town Administrator Jamie A Pike

The meeting came to order at 3:00pm.

The Board interviewed three companies for the assessing contract for 2017/18.

Loren Martin was present to represent Avitar Associates of New England. Loren explained that Avitar has been in business for 30 years and is currently performing the assessing duties in 60+ towns throughout New Hampshire. Avitar was the first company to comply with USPAP standards in the State and led the fight for the valuation of views. The Board asked many questions, and received input on the prospect of a full measure and list revaluation in 2019. Loren felt that if the general data was in need of a thorough review, that a full measure and list would be appropriate and suggested that a budget of \$60 per parcel be used. The contract proposal from Avitar is for \$10,500 and inclusive of all assessing functions including, but not limited to field review, building pick-ups, and abatements.

Tim Northcott was present to represent M&N Assessing. M&N has been the Town's assessor since 2009 with either Tim or Dave Marazoff. Tim had also previously been the assessor for the Town through Cross Country Appraisal. Tim felt that his company would be the best choice for the Town's assessor because of his long history and great familiarity with the Town. When asked about the prospect of a revaluation in 2019, he pointed out that the Town's data needs a full update and recommends a full measure and list revaluation and would provide a budget estimate for the project. M&N's proposal is for a budget of \$10,000 for hourly and per parcel services for abatements, building pickups and all other general assessing duties.

John Hatfield was present to represent Commerford, Nieder, Perkins (CNP). John provided a history of his company and the progression of partner members. John stated that he would be the Town's primary contact. CNP's proposal was based upon hourly services and per parcel pricing similar to M&N's proposal. John recommended a budget of \$8,000 for each year, and felt comfortable this was appropriate for the size of the Town. John offered to get back to the Board with a cost estimate for the revaluation in 2019.

Following the interviews, the Board briefly discussed each of the candidate firms. No decision will be made until the revaluation estimates are received.

The Board recessed to speak with Town Counsel regarding Lakehouse Recovery. Mr. Howell recused himself from the remainder of the meeting.

The Board reconvened at 5:50pm.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to enter a non-public session in accordance with RSA 91-A:3, II(I) to consider advice provided by legal counsel. Roll Call Vote: Arnold, Aye; Kunhardt, Aye. **Motion passes.**

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to exit the non-public session. **Motion passes.**

Public session reconvened at 5:58pm.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to seal the minutes of the non-public session indefinitely, because it was determined that divulgence of the information likely would render a proposed action ineffective. Roll Call Vote: Arnold, Aye; Kunhardt, Aye. **Motion passes.**

A meeting has been scheduled for Thursday, October 6, 2016 at 9am.

The Board adjourned the meeting at 6:00pm.

Respectfully submitted,

Jamie A Pike

Brad Howell

Abigail Arnold

Henry Kunhardt