

DRAFT
JOINT BOARD
OF THE TOWNS OF
SUNAPEE, NEWBURY AND NEW LONDON
APRIL 3, 2018
NEWBURY TOWN OFFICE

Present: Dennis Pavlicek (Newbury Town Administrator), Joy Nowell (Newbury SelectBoard), Tina Helm (New London resident), Donna Nashawaty (Sunapee Town Manager), Janet Kidder (New London SelectBoard), Kim Hallquist (New London Town Administrator), Norm Bernaiche (Chief Assessor), Kris McAllister (Assessor), Tiffany Favreau (Newbury Land Use & Assessing Coordinator)

Donna Nashawaty called the meeting to order at 8:31a.m.

Election of officers: Tina Helm made motion to elect Dennis Pavlicek as Chair, seconded by Joy Nowell. All in favor. Donna Nashawaty thanked Kim Hallquist for chairing the last two meetings.

Joy Nowell made motion to elect Kim Hallquist as Vice-Chair, seconded by Tina Helm. All in favor.

Update of roster of members: Dennis Pavlicek will speak with Gary Daniels (Town of Newbury resident) about being on the Board. Sue Gottling (Sunapee SelectBoard) and Tina Helm (New London resident).

Minutes of January 18, 2018: Janet Kidder made motion to approve minutes, seconded by Joy Nowell. All in favor.

Budget Recap (2018 year-to-date): Norm Bernaiche stated that we are in good shape for the 1st quarter. Dennis Pavlicek pointed out that the \$870 on the budget under 2018 1st Quarter Other, should be listed under Contracted Services. There is nothing budgeted in Other.

Quarterly Recap: Norm Bernaiche

Norm Bernaiche stated that all three towns will be going through a software conversion from VISION to Avitar. Software has been installed in New London and Newbury (by accident). In New London data has been sent to Avitar and returned, now talking about training and user permissions. Norm Bernaiche stated that building permits would be done and in VISION before 1st quarterly billing. Permits will then be uploaded to Avitar. Norm Bernaiche continued that as a cost savings to the towns, the sketching will be done by the assessing clerks and assessors. Also, by doing the sketching, we will become comfortable with using the software and be able to have values close to what was in the VISION software. Norm Bernaiche stated that it will be a lot of work, but we are excited and looking forward to it.

Donna Nashawaty asked if the assessors had looked at the data downloaded to New London. Kris McAllister stated that she had, and it looked good. Norm Bernaiche said he will be looking at the data.

Norm Bernaiche stated that there would be a “notebook” that shows data as what it looked like and what it is now. Norm Bernaiche also pointed out that the Avitar software will be a bit more simplistic and eliminate some of the co-efficients that are used in the VISION software. Ex. VISION would add/subtract points for roof materials, whereas the Avitar software will not.

Norm Bernaiche stated dual monitors will be needed for the sketching, as the sketches are going to be more complicated. Kris McAllister stated that value comes from the sketch.

Norm Bernaiche stated that abatements were being reviewed and that there were not that many. Norm Bernaiche stated that there were some higher end properties that have not been maintained.

Donna Nashawaty stated that she was concerned about ramifications from VISION due to letters sent that the three towns would not be continuing with VISION software. Donna Nashawaty stated that we need to stay on top of it.

Norm Bernaiche stated that he had applied and been rejected for a Primex Management School. After discussion with Dennis Pavlicek, Primex has scheduled Norm Bernaiche for the June class.

Set Next Meeting Date: The next meeting is scheduled for Tuesday June 26, 2018 at 8 a.m. at the New London Town Office.

Donna Nashawaty moved to enter non-public, seconded by Kim Hallquist. Roll call vote. All in favor. Entered non-public at 9:12 a.m.

Non-Public: The Chair asked for staff to leave, except Norm Bernaiche. A general discussion was held regarding a performance review for Kris McAllister. It was the agreement by the Board that a COLA would be applied on her rate of pay.

Kim Hallquist moved to end non-public, seconded by Janet Kidder. All in favor.

Motion to adjourn.

Respectfully submitted,

Tiffany A. Favreau

Land Use and Assessing Coordinator