

Joint Board of the Tri-Town Assessing
Town of Sunapee, Newbury, and New London
September 18, 2018
Sunapee Town Office

Present: Dennis Pavlicek, Chairman (Newbury Town Administrator); Donna Nashawaty (Sunapee Town Manager); Kim Hallquist (New London Town Administrator); Tina Helm (New London resident); Sue Gottling (Sunapee Selectboard Member); Gary Daniels (Newbury Resident); Norm Bernaiche (Chief Assessor); Kris McAllister (Assessor); Melissa Pollari (Sunapee Assessing Technician)

Chairman Pavlicek called the meeting to order at 8:02 am.

Minutes of July 10, 2018: Ms. Helm made motion to approve the minutes. Mr. Daniels seconded the motion. The motion passed unanimously.

Budget Recap (2018 year-to-date): Mr. Bernaiche explained that nothing has changed since July. The third quarter has not finished, however, the parcel count on the budget should show the year 2017. The parcel count for 2018 (used for 2019) is also on the budget and Newbury added a few new parcels. Mrs. Nashawaty asked about next year's budget and Mr. Pavlicek explained that it will all be discussed in October.

Quarterly Recap: Norm Bernaiche

Avitar Software conversions: Mr. Bernaiche explained that the conversions are done in all three towns and all of the staff including himself and Ms. McAllister are currently working on sketching. Sunapee has completed 52%; Newbury has completed 32%; and New London has completed 58% (New London has more commercial properties and bigger buildings). The focus is to get them sketched, however, the biggest challenge is ahead because they will be doing data scrubbing to create a new database to calculate the values.

Court Appeals / BTLA cases: Mr. Bernaiche explained that there are no appeals in the three towns in the BTLA and he has not received anything from Superior Court. This is one of the first times there have been no abatements and the economy has helped people feel good about their values.

Abatements: Mr. Bernaiche said that all the abatements were completed by July 1st in all three towns.

MS-1 Reporting: Mr. Bernaiche said that all the MS-1s were completed before September 1st. The DRA keeps changing the MS-1s and it makes it a little difficult each year. All three towns have had growth which goes in waves as it takes a couple of years to build some of the properties. Mr. Daniels asked if the proposed retirement community be taxable and Mr. Bernaiche explained that it will be and will help with the strains with the college.

Ratio Studies: Mr. Bernaiche explained that they are waiting for sales from September. The period runs from October 1 through September 30th; they will then send to DRA and finish the ratio studies. Mrs. Nashawaty asked how far off they are on all the towns and Mr. Bernaiche said that they have not moved a lot as the sales were not as active before this spring. However, things went crazy then and sales prices have increased. Mrs. Nashawaty asked and Mr. Bernaiche confirmed that every town is within the ranges of the required ratios. Mr. Bernaiche continued that this is the first time the PRDs is under 1 and they have caught up to the values of the higher properties.

Tax Mapping Project – New London: Mr. Bernaiche explained that New London has received the preliminary tax maps which were done with deed reviews, boundary survey reviews, etc. They will need to do a review and make changes for next year and will need to let the public know. Ms. McAllister asked and Mr. Bernaiche said that the changes will be uploaded to the online GIS system as soon as New London wants them to go public as they will need to go public to have a public review. Mrs. Nashawaty asked if the New London Board of Selectmen will have a public hearing when new tax maps were updated and acreage changed. Ms. Hallquist said that they are considering them to be regular updates. There was further discussion regarding this project.

Set Next Meeting Date: Mr. Pavlicek said that they will not have insurance numbers until October and will need to have the next meeting after they are received. The Board determined that the next meeting date will be on Tuesday, October 16th at 8:00 am at the Newbury Town Offices to discuss budget.

Non Public RSA 91-A: There was a motion from Ms. Hallquist to go into non-public under RSA 91-A. Mr. Daniels seconded the motion.

Roll call - Dennis Pavlicek, Chairman (Newbury Town Administrator); Donna Nashawaty (Sunapee Town Manager); Kim Hallquist (New London Town Administrator); Tina Helm (New London resident); Sue Gottling (Sunapee Selectboard Member); Gary Daniels (Newbury Resident)

The Board reviewed the non-public minutes from July 10, 2018 and accepted them.

The Board voted to approve the already sealed non-public minutes. The motion was made by Ms. Hallquist. The motion was seconded by Mrs. Helm. The motion passed unanimously.

The Board reviewed the report from subcommittee and the Town Administrators were charged with reviewing the contract with Mr. Bernaiche and updating the contract changes.

Ms. Hallquist made a motion to come out of non-public session. Mrs. Helm seconded the motion. The motion passed unanimously.

Other Business: Mr. Pavelick called for other business and there was none.

Mr. Daniels made a motion to adjourn at 9:20 am.