

DRAFT
JOINT BOARD
OF THE TOWNS OF
SUNAPEE, NEWBURY AND NEW LONDON
JUNE 16, 2015
NEWBURY TOWN OFFICE

Present: Dennis Pavlicek (Newbury Town Administrator), Ed Thorson (Newbury Select Board (arrived at 8:50 a.m.)), Tina Helm (New London resident), Donna Nashawaty (Sunapee Town Manager), Gary Daniels (Town of Newbury Resident), Sue Gottling (Sunapee Select Board), Norm Bernaiche (Chief Assessor), Kris McAllister (Assessor)

Absent: Kim Hallquist (New London Town Administrator)

Donna Nashawaty called the meeting to order at 8:15a.m. Copies of the agenda and previous meeting minutes were distributed.

Minutes of March 17, 2015: Dennis Pavlicek made motion to approve minutes, seconded by Sue Gottling. All in favor. Donna Nashawaty commented that she likes that we are utilizing the assessing clerk from each location to take minutes.

Budget Recap (1st Quarter) Dennis Pavlicek reported that the budget looks good and is less than 25% of the total projected expenditures for the year. Donna Nashawaty asked if Norm Bernaiche and Kris McAllister are covered under Newbury's liability coverage. Mr. Pavlicek said yes. Mr. Pavlicek stated that the insurance premium will most likely increase later in the year and he may be reviewing other insurance plans and options.

Norm Bernaiche stated that occasionally funds need to be allocated to items not in the budget such as computer repairs. Kris McAllister's laptop computer shut down unexpectedly and needed to be repaired. Mr. Bernaiche suggested maintenance and replacement costs should be considered in the next budget.

Quarterly Recap: Norm Bernaiche

Mr. Bernaiche stated that he and Kris McAllister are focusing most of their time in Sunapee to complete the revaluation. Mr. Bernaiche stated there have been some strong recent sales that are both assisting in analyses and creating some challenges. Mr. Bernaiche said he feels the Sunapee analyses is on target. Mr. Bernaiche noted some specific properties and gave examples of the homes he is using in analyses and cited differences and challenges in evaluating homes with unique building and property features. Mr. Bernaiche stated that he and Kris McAllister will be taking a boat out on Lake Sunapee soon to utilize the GoPro tool to better evaluate lake front properties.

Mr. Bernaiche recapped the May 17th conference in Portsmouth that he hosted this year. He stated it was very successful, the numbers were high and attendees were from all over the East Coast. Mr. Bernaiche stated that we are a small state and it takes a lot of resources so we do not host the conference often. There were several speakers and informative presentations which included robotic experts and aerial photographers that discussed how data collection can be made easier, more efficient and accurate utilizing data generated by these means.

Kris McAllister stated that it is impossible to physically walk 15,000 acres of current use land each year. Several properties have no trespassing signs and she is unable to evaluate these properties. Norm Bernaiche stated he is discovering violations and finding it impossible to keep up with visiting properties every year. The data tools discussed would be useful.

Donna Nashawaty stated there are several current use issues in Sunapee such as construction of sheds and barns and storage of equipment on current use land. Kris McAllister stated this is an ongoing issue in all towns.

Cross Country Appraisal Data Collection Contract

Donna Nashawaty stated the current budget takes into account the cost for an outside company to perform a list and measure process which encompasses 400 improved residential properties reviewed at \$20 per parcel.

Norm Bernaiche stated that he was pleased with the service Cross Country Appraisal provided in 2012/2013 and would recommend using them again.

Donna Nashawaty made a motion to sign contract, seconded by Gary Daniels. All in favor.

Dennis Pavelick excused himself from meeting at 8:30 a.m.

Quarterly Recap: Norm Bernaiche (continued)

Norm Bernaiche continued his discussion regarding the quarterly recap. Mr. Bernaiche stated he completed Sunapee and is currently working on finishing up abatements and appeals in Newbury and New London. Mr. Bernaiche is anticipating additional appeals in New London. Currently Newbury has 2 open BTLA cases.

Gary Daniels inquired as to what the revaluation schedule is for the 3 towns. Norm Bernaiche stated that currently the Town of Sunapee is going through a revaluation, Newbury will be in 2016 and New London in 2019.

Norm Bernaiche announced that this spring aerial photography is being done by the State and will be available next year. This service is of no cost to the towns.

Norm Bernaiche- Contract

Donna Nashawaty stated the contract between Norm Bernaiche and the Tri-Towns is on a 3 year calendar. The contract will automatically renew if there is no need or request to revisit it. Gary Daniels suggested a reminder to review contract be established. Mr. Daniels asked Mr. Bernaiche if anything in the contract is not working. Mr. Bernaiche replied no. Mrs. Nashawaty stated she will forward contract to all board members.

Other Business:

Donna Nashawaty announced that a Tri-Town Joint Board Chair needs to be appointed. Mrs. Nashawaty nominated Dennis Pavlicek, seconded by Tina Helm. All in favor.

Donna Nashawaty suggested a Vice Chair be appointed in the event the Chair cannot be present for a meeting.

Donna Nashawaty nominated Kim Hallquest as Vice Chair. Seconded by Ed Thorson. All in favor.

Set Next Meeting Date:

The next meeting is scheduled Tuesday, September 15, 2015 at 8 a.m. in the Sunapee Town Office.

Having no further business before them, Donna Nashawaty moved to adjourn the meeting and seconded by Ed Thorson. All were in favor, the meeting adjourned at 8:58 a.m.

Respectfully submitted,

Patricia MacDonald

Land Use and Assessing Assistant