

**JOINT BOARD
OF THE TOWNS OF
SUNAPEE, NEWBURY AND NEW LONDON
DECEMBER 15, 2015
NEW LONDON TOWN OFFICES**

Present: Dennis Pavlicek, Chair (Newbury Town Administrator), Ed Thorson (Newbury Selectman), Donna Nashawaty (Sunapee Town Manager), Sue Gottling (Sunapee Selectman), Normand Bernaiche (Chief Assessor), Kim Hallquist (New London Town Administrator), Amy Rankins (Assessing Coordinator)

Absent: Kristen McAllister (Assessor), Tina Helm (New London Resident), Rem Mastin (Sunapee Resident)

Dennis Pavlicek called the meeting to order at 8:05 a.m. Copies of the agenda, previous meeting minutes and current budget were distributed.

Minutes of September 22, 2015: Donna Nashawaty made a motion to approve the minutes with a correction to include the list of attendees. Seconded by Ed Thorson. The motion passed unanimously.

Budget Recap

Mr. Bernaiche said there was nothing new to report since the 3rd quarter was reported at the last meeting and the 4th quarter is not complete yet. He reported that Kristen McAllister is still out on leave and should be returning soon. Mr. Pavlicek reported that due to Ms. McAllister's absence, there is a savings in the budget.

Ms. Nashawaty asked if there were any final purchases to be made out of the current budget. Mr. Bernaiche stated that they were considering winter coats with the tri-town logo, which will be weather-resistant and help to identify them while in the field. They also need to purchase a new clamp for the GO-PRO camera that recently broke. He is hopefully that their 3-years-old laptops will continue to function well so they will not have that expense in the near future. Ms. Hallquist stated that with regard to the coats, it is important that they have the logo for identification purposes. Mr. Pavlicek stated that he is concerned that some of his staff members could become upset seeing other employees with new coats that the Town purchases. Discussion ensued about various town departments who have a uniform line item for this purpose and the need for some employees to purchase outerwear for identification purposes.

Quarterly Recap

Mr. Bernaiche stated that the Sunapee revaluation has concluded and went well. He will file an extension for the USPAP report (which is necessary after a revaluation). Newbury is next in line for a revaluation in 2016. The assessors are working on a map routing project that will make the course easier to maneuver as they drive through town and view the various properties.

Staff Training

Mr. Bernaiche stated that some of the staff attended the NHMA conference and that it was a good session. There is more regulation coming from the State Assessing Standards Board and the Legislature that is putting pressure on the municipal assessors. Mr. Bernaiche explained that it is the responsibility of the assessor to have fresh and accurate information regarding properties but this is hindered by the property owner not having to comply with having interior inspections. The problem is, there is no law that allows the assessor to conduct an interior inspection.

Ms. Nashawaty asked what the assessors could do to get into more homes for interior inspections. Mr. Bernaiche stated that they could put all property owners at a certain threshold based on their current data and if the information is incorrect, the property owner would have to prove it. Another option is to tighten up the building permit process so that most people will be required to complete them. Ms. Hallquist stated that the assessors are constantly checking the MLS for current properties that are on the market, which provides an opportunity to look at interior photos.

Abatements/Appeals

So far in Sunapee, a minimal number of abatements have been received. New London and Newbury have not received any at this time; however, it was noted that the filing time frame is still in the early stages.

Cross Country Appraisal Data Collection 2016

Mr. Bernaiche stated that we request the most experienced individuals to conduct the data collection in the Tri-Town. They quoted \$24/parcel for the project, which Mr. Bernaiche felt was too high and negotiated them to \$22/parcel. Mr. Pavlicek suggested that Mr. Bernaiche go out to bid to determine if there is a better quote. Ms. Nashawaty suggested that Mr. Bernaiche contact other communities to determine what they are paying.

Next Meeting Date

The next meeting has been scheduled for Thursday, March 17th at 8 a.m. in Newbury.

Having no further business before them, the board voted to adjourn. All were in favor and the meeting concluded at 8:40 AM.

Respectfully submitted,

Amy A. Rankins
Assessing Coordinator