

**JOINT BOARD  
OF THE TOWNS OF  
SUNAPEE, NEWBURY AND NEW LONDON  
Newbury Town Hall**

**MEETING MINUTES  
June 28, 2007**

Present: Dennis Pavlicek, Newbury Town Administrator  
Jessie Levine, New London Town Administrator, Joint Board Chair  
Donna Nashawaty, Sunapee Town Manager  
William Roach, Sunapee Selectman  
William Scharff, Sunapee resident  
Larry Ballin, New London Selectman  
Norm Bernaiche, Assessor  
Kristen McAllister

Absent Gary Daniels, Newbury resident

The meeting opened at 9 AM.

Larry Ballin and William Scharff were introduced to the board and copies of the current joint assessing agreement were distributed to the new members.

Dennis Pavlicek moved and William Roach seconded to accept the minutes of March 27, 2007. Vote was unanimous.

Norm Bernaiche gave a quarterly recap:

- Schedule: Bills for all three towns were completed for first issue tax. Abatements are complete with the exceptions of a few for New London; Current Use work is in process for grading. Re-inspections are being done in Sunapee. Kris has completed certified NH assessor with the exception of 2 day USPap. Congratulations to Kris. Norm's schedule change to Monday, Sunapee: Tuesday, New London and Wed Newbury with the Thursday and Friday of the same week rotating each week making one town have 3 days one week and the next week another town, etc. Kris is Monday, Newbury: Tuesday, Sunapee and Wednesday New London and her Thursday and Friday rotate with Norm's.
- Training/Conferences: Vision conference was attended as well as staff attendance at the DRA Exemption and Credits course. Current use training is scheduled for July 13 at the clerk's quarterly meeting. All have been scheduled to go to Time Management conference.
- Assessing Manual: No trespassing policy is being added as a new procedure based on an assessor being arrested in another town in the state.
- Tablet: Not yet in use
- GPS Unit: Training was on 6/27/07 for all of the towns to participate.
- Mapping Update: No update.
- Quarterly Inspections: Norm gave an update on data relating to each town. For the 1/5 improved property visit, 522 are needed in Sunapee each year, 384 in Newbury and 464 in New London. Total of 87 days necessary. Abatements in each town average 10 per year taking approximately 1 day each. Kris and Norm each have 16 days left over to do court, BTLA, Inquiries, Customer service, Data inquiry, Current Use penalty's and Statistical

Updates. For next meeting Norm will develop a summary for staffing levels. Norm is on vacation July 5 & 6 and Aug 13-17.

Budget Review: Dennis Pavlicek distributed a budget summary and reviewed the 46% expended to date. Notes to expenditures: that Workers Compensation has been 100% expended, and that the Teledex from Real Data has been ordered.

Other Business: Discussion about the term of the contract with the new members as well as a little history about when board was established and its purpose.

Meeting adjourned 10:05.

Next meeting September 27 in New London at 9:00am.

Submitted by,  
Donna Nashawaty, Town Manager, Sunapee