

Minutes
Board of Assessor's Meeting
August 8, 2011

Members Present: Jason Neuman, Eugene Reed and John McSorley
Others: Tom Duffy and Heidi Seaverns.

7:00 PM Chairman Reed called the meeting to order.

The Board addressed the signature file and the correspondence file simultaneously.

The members reviewed a letter from Gary Roberge, Avitar Associates, in regard to updating utility values. It explained that the original letter was sent to all the towns that Avitar does the assessing for. It went on to explain that since they did not initially establish our utility values, there would be an additional cost to update the values. A USPAP manual would have to be prepared with a total cost of the project of \$ 2500. This update would keep utility assessments reasonably defensible and least likely appealed. After some discussion,

Motion: Reed, second Neuman to authorize Gary Roberge from Avitar Associates to update utility values in Nottingham. The utilities involved are PSNH and NHEC.

Vote: 3-0 in favor. Ms. Seaverns will contact Mr. Roberge and advise him of the Board's vote. On a related topic, Ms. Seaverns asked if the Board would sign an MS-1 extension to allow for completion of the utility values.

Motion: Reed, second Neuman to sign the MS-1 extension form with a submission date of September 20, 2011 to allow time for the update of utility values.

Vote: 3-0 in favor. The members signed the form. Ms. Seaverns will submit the form to DRA on Tuesday morning.

Members present signed the 2011 Forest & Land reimbursement form for the State.

Members reviewed documents from BTLA for 2010 appeal that has been filed. The checklist had been completed by Ms. Seaverns and BTLA has subsequently issued an order for a settlement hearing to take place no later than November 28, 2011. Ms. Seaverns will contact Ms. Martin to confirm her representation.

The Board will act on their outstanding minutes at their next meeting.

While waiting for their 7:15 appointment, Ms. Seaverns updated the members on several items. She reported that Avitar would be in town next week to begin this year's data verification. The first phase of the digital map project is being finished up by UNH. Once completed, UNH will forward the information to Ms. Seaverns who will in turn send it to O'Donnell. O'Donnell will start work on the second phase of the project mid-late September. Ms. Seaverns reported to the members that there has been a property line dispute as a result of an Intent to Cut signed by the BOA for Map 16 Lot 12A. The abutting property owners have contacted the State and the county forest ranger has been to the site and spoken with the property owners involved.

Tom Duffy arrived at 7:25PM. He explained to the members that he was in the Town Office last week (8/2/11) and asked about the status of the abatements that he was the tax representative for. He went on to say that Ms. Seaverns had told him that the abatements had been processed and mailed to the taxpayers. He stated he received copies of both abatements that day. He stated he wants to discuss both abatements with the BOA before he proceeds with the appeals. The first abatement to be discussed was denied based on a recommendation from Avitar. Mr. Duffy asked why Avitar was working in Town. Chair Reed stated that Avitar had been hired after the bid process last year for assessing services. He went on to say that the BOA was not satisfied with the previous contractor so the work was put out to bid. Mr. Duffy stated that the special Town Meeting in 2007 prevented Avitar from ever working in town again. It was stated that that action

was for 2008 only. Mr. Duffy then asked if Avitar was the low bidder and stated he assumed they were. Ms. Seaverns stated they were not the low bidder. At this time, Ms. Seaverns left the meeting room and returned providing Mr. Duffy with a spreadsheet that listed all the proposals and the costs for services. Mr. Duffy requested a copy of the list and one was provided to him. Mr. Duffy went on to say that Avitar had used flawed practices when reviewing the 2 abatements. Chair Reed told Mr. Duffy that the BOA was not prepared to discuss the individual abatements and their merits. Mr. Duffy stated he thought this meeting would be an opportunity to discuss the abatements before appeal-similar to those hearings during an update. It became apparent that there was a misunderstanding as to what Mr. Duffy expected to happen as a result of his appointment with the Board. Members thought Mr. Duffy wanted an extension of the filing deadline, which they cannot do and Mr. Duffy thought there would be a discussion of the abatements with a possible resolution to his satisfaction. Mr. McSorley stated that the due process is to appeal to either BTLA or Superior Court once the municipality has acted on the abatement request. Mr. Duffy stated he would be pursuing both appeals through Superior Court system. He went on to say that BTLA has a narrow focus of procedures when it comes to appeals and he prefers to appeal to Superior Court. At this time (7:40PM), Mr. Duffy left the meeting.

Members continued their review of the correspondence file. Members reviewed requests from SBA Towers in regard to assessments on their cell towers in Town. Ms. Seaverns has provided requested copies of old assessment cards and Ms. Martin has corresponded directly with the representative about the valuation of the towers. Mr. Neuman then asked if there had been any response to the letter that was sent to the prior assessing contractor for information used in the 2010 update. Ms. Seaverns stated she had received no response to the letter that was sent. Chair Reed will attempt to contact the individual by phone

Next meeting will be August 22, 2011 at 7PM.

Having no further business,

7:55 PM **Motion:** Neuman, second McSorley to adjourn.

Vote: 3-0 in favor.

Respectfully Submitted,

Heidi Seaverns

Approved as written
3/19/12