

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

**PUBLIC MINUTES
APRIL 8, 2010
8:00 AM
NEW LONDON**

Present: Dennis Pavlicek, Newbury Town Administrator
Jessie Levine, New London Town Administrator
Donna Nashawaty, Sunapee Town Manager
James Powell, Newbury Selectman
Tina Helm, New London Selectman
William Roach, Sunapee Selectman
Richard Pearson, New London resident
William Scharff, Sunapee resident
Gary Daniels, Newbury resident
Norm Bernaiche, Assessor
Kris McAllister, Assistant Assessor

Dennis Pavlicek called the meeting to order at 8:05 AM.

Minutes of December 3, 2009: Dick Pearson moved to approve, second by Jim Powell and approved unanimously.

Financial Report: Dennis shared the budget to date. Norm said that over the last several years the budget has been reduced from in the \$240ks to \$232,000, so he thinks they have done a good job keeping the budget down. Dennis said that the worker's compensation payment is due in the first quarter so that makes the first quarter appear higher, but the budget is in good shape overall. The w/c costs were reduced due to a change in the classification of one of the employees. Jessie moved to accept the report, seconded by Dick Pearson and approved unanimously.

Assessor's Quarterly Report:

- **Innovations Award**: Norm informed the board that staff had nominated the tri-town program for an innovations award from the Kennedy School of Government to recognize the successful cooperative agreement. This was a good opportunity to review the start-up and progress of the program and the obstacles that were overcome.
- **Vision Training & Upgrades**: In the past Vision held an annual user group training and due to the economy a lot of communities could not afford to go, so they are going to postpone it until next year. In the absence of that event, staff went to Northboro for additional training and to preview the Vision software upgrades.
- **SMS Training**: Norm is conducting training by town for the SMS on-line assessing and mapping program. The cost of the on-line mapping and assessing data is only slightly higher than the on-line Vision database, but has the benefit of including the GIS maps. Right now the only thing missing from the on-line service is the sketches, but Norm is working on a plan to provide that in the future. Right now anyone who wants the sketch has to contact the town office and the sketch can be e-mailed as part of the card. Most of the user is by realtors and appraisers. Norm said that the sharing of information has improved with the real estate community and that has improved agreement on

property value. With respect to SMS, Norm said that the New London training resulted in ideas for a number of improvements to the SMS website, including adding “Zillow,” a list of comparable properties for sale.

- Norm said that all three communities are part of the 20 pilot communities in the State working with the DRA to compile ratio studies and make information more comprehensive and available.
- Norm said that the assessing department has two revaluations to do this year -- one in Sunapee and one in New London -- so there will be times when Newbury will suffer from their lack of presence. They will be doing a lot of PR and spending a lot of time working on these projects. Kris pointed out that we are not talking about a major shift in values in the communities – there are certain areas that need to be tweaked but overall property values are doing well in the two towns. Kris said that right now the assessors are in the field doing pick-ups for new construction, and she commented on the number and quality of the homes going up in this economy. Norm said that the zoning administrators in the three towns have seen the level of activity pick up, which is good. That will not help for April 1, 2010, but does bode well for property growth in the future. Norm said that there are between 50-60 properties on the market right now in the three towns, with a lot of vacant land (a lower inventory of actual existing homes). He expects that will pick up soon as people try to capture the spring/summer market.

Dennis thanked Norm and Kris for the work they’ve done over the past year.

Welcome and Farewell: Dennis reminded those present that there are two Selectboard and two resident members every year, with a transition of two members every year. Dennis welcomed the new members, Tina Helm as Selectmen’s rep from New London and Bill Scharff as citizen’s rep from Sunapee. Our two outgoing members received certificates of appreciation, which read as follows:

Whereas, Richard Pearson served on the Tri-Town Assessing Board for the past two years, and

Whereas, Richard Pearson has dedicated his personal time to the assessing efforts of the tri-town area, and

Whereas, Richard Pearson is a respected and experienced attorney, and nonetheless his contributions to the Tri-Town board were valuable and appreciated, and

Whereas, Richard Pearson has contributed greatly to the services provided by the Towns of New London, Newbury and Sunapee;

Now Therefore, Be It Resolved, that the Towns of New London, Newbury and Sunapee in the State of New Hampshire express their deep appreciation to a volunteer who has given his time, expertise and thoughtfulness to the three towns.

And

Whereas, Jim Powell was instrumental in the creation of the Tri-Town Assessing program, and

Whereas, Jim Powell has attended many Tri-Town Assessing meetings to keep the town of Newbury informed, educated and current in their assessing department, and

Whereas, Jim Powell has served on the Tri-Town Assessing Board for four years, and

Whereas, Jim Powell has dedicated his personal time to the assessing efforts of the tri-town area, and

Whereas, Jim Powell has given countless number of hours of dedicated service to the Tri-Town Assessing District;

Now Therefore, Be It Resolved, That the Towns of New London, Newbury and Sunapee in the State of New Hampshire expresses deep appreciation to a contributor who has always been willing to go the extra mile. This shall be entered into the Tri-Town Meeting minutes of April 8, 2010.

Jim credited the three town administrators and two professional assessors for making this program as successful as it is. Dick said that he has enjoyed his two years on this board and would like to continue being a part of the process.

Appointment of Chair/Secretary: Jessie nominated Donna as chair for this year, Dennis seconded. Motion passed unanimously. Dennis nominated Jessie as clerk, seconded by Donna and approved unanimously.

Donna explained that the Joint Agreement requires the Joint Board to meet quarterly and try to make the meetings in each quarter of the year. She said that the meetings try to rotate locations and generally starts at 8:00 AM. All agreed that the next meeting will be on **Wednesday, June 2 at 8:00 AM** in Sunapee.

Donna Nashawaty asked for a motion to go into non-public session to discuss a personnel matter pursuant to RSA 91-A II(a). Pearson – yes; Helm – yes; Daniels – yes; Scharff – yes; Powell – yes; Roach – yes; Nashawaty – yes; Pavlicek – yes, Levine – yes. Norm Bernaiche was invited to join the meeting and Kris McAllister was excused.

Upon returning to public session, Dennis made the motion to increase Kris McAllister's hourly rate from \$25.58 by 77 cents to \$26.35, which is a 3% raise (2% COLA and 1% merit), effective March 28, 2010. Seconded by Donna. Motion approved unanimously. Dennis made a motion to change the job titles from "assessor" and "assistant assessor" to "chief assessor" and "assessor." Jessie seconded. Norm will review the job descriptions as part of the review and the job descriptions will be placed on the next meeting agenda. Motion approved unanimously.

There being no further business, Tina Helm moved to adjourn the meeting at 9:00 AM. All approved.

Respectfully submitted,

Jessie W. Levine
Town Administrator, New London