



**TOWN OF DUNBARTON
BOARD OF ASSESSORS
MINUTES MEETING**

August 19, 2014

**Present: Tim Terragni, Chairman
Mary LaValley
Bryan Clark
Janice VandeBogart, Secretary**

The meeting was called to order at 7:00 PM.

The Board met with Line Comeau, Town Administrator; Scott Marsh from Municipal Resources, Inc. and Gerry Quintal, also from Municipal Resources, Inc.

Scott Marsh introduced Gerry Quintal to the board, saying that Gerry would be working in Dunbarton on a regular basis. Gerry has been with MRI for about four years now.

It was noted that George Duke of 1141 Gorham Pond Road had been in contact with all three board members, individually, regarding his recent application for current use which was denied. (Please refer to minutes of April 15, 2014.) Scott Marsh stated that he met with Mr. Duke and advised him to re-file his application for current use. His first map included a cottage which was not on his property and he was advised that the map needed to be revised. Mr. Duke did not re-file. The town is still waiting to hear from Mr. Duke on this matter. It was also noted that it was too late this year for him to re-file. Therefore, he will have to wait until next year.

Tim Terragni stated that he thought Mr. Duke might appear at the meeting this evening but he did not. He also noted that it is important that individuals wishing to meet with the board fill out a form before the meeting. This enables the board to be better able to help applicants by gathering pertinent information before hand.

Land Use Changes: Scott Marsh presented two land use change forms for the board to review.

- 1. Andy & Linda Morris, H4-03-04, 5 acres on Grapevine Road. This lot was part of a subdivision, in current use and recently sold which disqualified it from Current Use, being less than 10 acres in size. The penalty on this lot was calculated to be \$10,800 which was based on current sales.**
- 2. AGI Development, I4-02-07, 5 acres on Zachary Drive. This lot was also part of a subdivision, in current use and was recently sold which disqualified it from Current Use, being less than 10 acres in size. The penalty on this lot was calculated to be \$11,500 which was based on current sales.**

After some discussion, the motion was made by Tim Terragni to accept both as recommended by Municipal Resources, Inc. The motion was seconded by Mary LaValley; the vote was in the affirmative, motion carried.

Extension for Filing MS-1: Scott March presented the board with a form for their approval and signatures enabling the town to ask for an extension from the Department of Revenue Administration for the filing of the MS-1. The MS-1, Summary Inventory of Valuation, is normally due on September 1st. Because the Utility values are not in yet, the town is asking for an extension to October 1, 2014.

The motion was made by Tim Terragni to ask for an extension to file the MS-1 to October 1, 2014. Mary LaValley seconded the motion; the vote was in the affirmative, motion carried.

Line Comeau, Town Administrator, stated that she wanted to board to know that it has been a pleasure working with members of the Municipal Resources, Inc team. She stated that they always go above and beyond to help. Their assistance has been especially noted at this time when the town office is low on staffing. Scott Marsh stated that he returns the sentiment.

Town Ratio and Revaluation discussion: Scott Marsh stated that the town ratio at present time is 100% with a low CRD and PRD. He also stated that the town did not need a full revaluation at this time.

Bids for Revaluation, 2015 – Invitation to bid went out last month but due to the fact that there was no response, it will be re-bid at this time. Bids will be due on September 16, 2014, by 12 noon. RFP's will be emailed to a number of firms, based on the list provided by DRA. Also the RFP's will be on the NH Assessing Association's website and the town website.

7:30 pm: At this time Scott Marsh, Gerry Quintal, and Line Comeau left the meeting.

Minutes: The minutes of the June 17, 2014 meeting were reviewed. Motion by Tim Terragni to accept the minutes as written; seconded by Mary LaValley; motion passed. It was noted for the record that the July meeting of the Board of Assessors was canceled due to vacations.

Invoices:

- The board approved two invoices for payment from Municipal Resources, Inc. in the amount of \$270.00 for assessing services and \$109.50 for appeals.
- The board approved an invoice for payment from George Sansoucy for utility assessing services in the amount of \$2,840.90.

Legal: The board reviewed various legal correspondence in regard to Public Service of NH vs Town of Dunbarton.

There being no further business, the meeting was adjourned at 8:00 PM.

Timothy Terragni, Chairman

Mary LaValley

**Bryan Clark
Dunbarton Board of Assessors**

Recorded by: Janice VandeBogart, Secretary