



**TOWN OF DUNBARTON  
BOARD OF ASSESSORS  
MINUTES MEETING  
September 15, 2015**

**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 Scott Marsh from Municipal Resources Inc and Chuck Reese from NH Department of Revenue to report on the recently completed Statistical Revaluation of properties in Dunbarton.**

**Tim Terragni stated that the only concern regarding the work with Vision Government Solutions on the revaluation was the communication between Vision and the town office. It was agreed that it could have been better. Chuck Reese stated that the values have come down and people who wanted to sell their homes were not happy. This is not meant to be a bank value and some variation in values by only 10% is considered good. Mary LaValley asked about a concern regarding the company's use of comparable sales not considered qualified sales. Scott Marsh reported that in the sales book they are qualified but said if there are one or two that are questionable, they should be pulled out. They had two years worth of sales, 80 sales in two years, and that was good. Chuck Reese stated that the company had dropped off a packet today showing how they came up with the values. Values didn't change a whole lot from five years ago. He felt it was working fine statistically and that they were not too far off. The ratio for the town came back at 98% and would have been that with or without the revaluation. The mid point had tightened though, from 15% to 7%, which is good.**

**Hearings: It was reported that twenty eight (28) people came in for the hearings. Compared to other towns, it was considered to be lower than most. If less than 10% of the total properties in town ask for a hearing it is considered normal. The results of the hearings were that three had no value change at all, two increased in value and the rest went down. One person wanted a higher value because they were selling. Also, it was noted that no one who came in for the hearing had indicated that they would be filing for an abatement.**

**Assessment Reviews: Chuck Reese reported that the assessment review will start this coming Thursday, September 24<sup>th</sup>. He presented a list of properties that had been chosen at random. All those on the list have been sent letters. If they don't respond, then Chuck Reese will go to their homes to conduct a review. Then he will report back to Vision and to the Board of Assessors. In years past they found only minor things, nothing serious. He noted that four people have already responded and said he could come to their homes.**

**Chuck Reese noted that the town of Dunbarton's next update will be in 2020 and said the town**

was already in the cycle at DRA. Also, he mentioned that DRA needed a letter stating that the Town wanted to move the Assessment Review up to 2015. The letter had already been prepared. The Board of Assessors reviewed, approved and signed the letter address to Stephan Hamilton, Director, Municipal & Property Division, asking that the Assessment Review be moved up to 2015. Chuck Reese will hand deliver the letter to Mr. Hamilton.

In conclusion, both Mr. Reese and Mr. Marsh stated that the communication could have been better with Vision but there were no significant problems overall. Their statistical numbers were good.

Report from Municipal Resources, Inc: Scott Marsh presented the written report from MRI regarding the Revaluation. A copy of that report is attached to these minutes. Also attached is a spreadsheet comparing old values to new and a comparison of the equalization ratio.

Chuck Reese left the meeting at 7:40 pm.

Abatement discussion regarding David Nault, B6-01-14: Scott Marsh stated that David Nault had filed for an abatement on a current use penalty on lot B6-1-14 back in February of 2015. The Penalty was issued based on a \$100,000 value. Mr. Nault felt this was too high as he purchased the property for \$50,000 and filed for an abatement. There being a question as to whether this was an arms length transaction, the Board had asked Mr. Nault to bring in more paperwork to back up his claim. It was noted that the town has six months after the receipt of the abatement to grant or deny. Mr. Nault did not provide the town with this information until this week. Mr. Marsh questioned the untimely filing of this abatement. He went on to say that based on a 6.5 acre parcel sold on Jewett Road for \$78,000 and another 6 acre lot sold for \$85,000, the board could agree to grant an abatement if they felt inclined to forgive the untimely filing. Based on the comparable sales, he suggested bringing the penalty down to \$7,500, based on a value of \$75,000. This would be a return of \$2,500, provided the taxes had been paid. At this time, Mr. Marsh was asking for guidance from the board regarding this matter because of the question of whether or not Mr. Nault had filed timely. The Board noted that under the circumstances, if an abatement was granted, they would not return money with interest. Mr. Marsh will come back next month with a written recommendation and a decision will be made at that time.

Scott Marsh left the meeting at 7:50 pm.

Items to sign: The following items were reviewed, approved and signed by the board.

- Minutes of the August 18, 2015 meeting.

Invoices: The following invoices were reviewed and approved for payment.

- Municipal Resources, Inc. for services rendered in the amounts of \$198.00 and \$396.00.
- George Sansoucy, PE, LLC for utility appraisal services in the amount of \$312.21 for Dunbarton share of the Fairpoint appeal; and an invoice in the amount of \$18,000.00 which represents the fixed fee agreement for annual Utility Appraisal Services.

- **Vision Government Solutions for services regarding Revaluation 2015 in the amount of \$4,099.27.**  
**NOTE:** there is still a balance due on the total cost of the Revaluation. Balance will not be paid until the Documentation Manual for the 2015 Statistical Revaluation has been received from Vision Government Solutions.
- **Mitchell Municipal Group, Inc. for legal services in the amounts of \$15.01; \$384.00; \$248.11; & \$198.00.**

**There being no further business, the meeting was adjourned at 8:10 pm**

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**Timothy Terragni, Chairman**

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**Bryan Clark**

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**Mary LaValley  
Dunbarton Board of Assessors**

**Recorded by: Janice VandeBogart, Secretary**

# Memorandum

**To:** Board of Assessor's  
Town of Dunbarton

**From:** Scott P. Marsh, CNHA  
Municipal Resources, Inc.  
Contracted Assessing Agents

**Date:** September 7, 2015

**RE:** 2015 Revaluation

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This memo is being provided to supply some information regarding the above.

Vision Appraisal was contracted to update assessments for the Town for the 2015 tax year. Sale properties within the two years prior to April 1, 2015 were visited by Vision Appraisal staff, while MRI associates viewed a dozen or so properties to ensure data accuracy on the property record cards. In addition numerous properties were reviewed based on available MLS information. The information contained on those property record cards was then utilized in the valuation update.

Upon Vision's completion of sale visits and an exterior review of all properties, preliminary 2015 assessments were provided for review in the form of various spreadsheets, analysis reports as well as the actual CAMA database. I reviewed the percentage change from old to proposed assessments, land line information, and numerous sales analysis statistics. I have also reviewed sales and listing information for properties not included in the analysis. As a result of my review, I did have some questions and made some suggestions. These suggestions were readily accepted by Vision staff and handled promptly. Upon completion of those items, letters were sent to all property owners and informal meetings were held. I attended several hearings and during that time I observed Vision's hearing individuals acted in a professional manner. The number of meetings that were requested was somewhat light but is typical to what has been occurring recently in other communities.

## **Memorandum (continued)**

Attached I have provided a brief overview listing of the assessments changes for the 2015 tax year. I have also reviewed the recently submitted Vision information and completed a separate analysis based on the Town's equalization data before and after the valuation update utilizing both the old and current assessments. From the attached analyses, it is my opinion that the valuation update has had the desired impact of keeping assessments in-line with the market as of April 1<sup>st</sup> while improving overall equity.

A draft analysis of the Department of Revenues 2015 equalization sales survey indicates that the Town will meet current Assessing Standard Board standards regarding property assessments with an overall median assessment ratio of around 98% and a COD of roughly 7. Please note that these figures are estimates only and upon final completion of the equalization sales survey, additional information will be provided regarding the statistics.

It appears that the Vision proposed assessments are fair and reasonable overall. It should be noted that there may be some individual properties which will require adjustment, however those can be handled on a case by case basis thorough additional property review and/or the abatement process.

CATEGORY	# OF	14 ASMNT	15 ASMNT	\$ CHANGE	MEDIAN %	MEDIAN \$
OVERALL	1475	\$324,615,341	\$314,196,655	-\$10,418,686	-3%	-\$4,000
RES L&B	1006	\$261,711,844	\$254,596,185	-\$7,115,659	-4%	-\$9,600
CONDOMINIUM	8	\$1,237,900	\$1,176,800	-\$61,100	-5%	-\$7,250
MOBILE HOME	11	\$796,000	\$789,200	-\$6,800	3%	\$2,700
MULTI-FAMILY	28	\$10,428,218	\$10,686,239	\$258,021	4%	\$10,223
COMMERCIAL L&B	22	\$7,899,069	\$6,228,792	-\$1,670,277	-4%	-\$10,800
LAND	115	\$5,316,548	\$5,355,353	\$38,805	0%	\$0
CURRENT USE	125	\$352,670	\$298,283	-\$54,387	-2%	-\$25
EXEMPT	147	\$12,656,834	\$12,615,234	-\$41,600	0%	\$0

<b>OVERALL</b>	<b>MEAN RATIO</b>	<b>MEDIAN RATIO</b>	<b>COD</b>	<b>PRD</b>
PRIOR TO UPDATE	101.5%	98.4%	13.00	1.04
AFTER UPDATE	96.6%	97.7%	7.14	1.02
<b>RES L&amp;B</b>				
PRIOR TO UPDATE	97.8%	97.9%	6.84	1.00
AFTER UPDATE	95.5%	96.2%	6.33	1.00