

**TOWN OF DUNBARTON
BOARD OF ASSESSORS
MINUTES OF MEETING
September 21, 2010**

Present: Tim Terragni, Chairman
Bryan Clark

Scott Marsh, Municipal Resource Inc.
Line Comeau, Town Administrator
Janice VandeBogart, Recording Secretary

The meeting was called to order at 7 pm by Chairman Tim Terragni. It was noted for the record that Mary LaValley was unable to attend because of a prior commitment.

Scott Marsh from MRI presented a memo outlining the recent Statistical Revaluation conducted by Commerford, Neider, Perkins, LLC. Mr. Marsh stated that he felt everything looked good, the values were right in line and the numbers are projected to meet DRA's requirements for the revaluation. He also stated that he had reviewed a letter from Chuck Reese from the DRA regarding his check, at random, of properties in the town. According to Mr. Reese's report, he did find a few minor errors but they have been corrected. Tim Terragni stated that he has spoken with Mr. Reese and stated that he was very pleased with the work that was done. Mr. Reese will attend the October meeting of the BOA.

Mr. Marsh went on to say that the Condos are done and that CNP had done a thorough job and they have been very responsive to all the emails and requests made from the town office. He also pointed out that their contract calls from CNP to handle all the abatements. Money will be withheld from the total due CNP in order to insure that they complete this part of the contract. This is standard procedure and is written into the contract. Line Comeau stated that there is \$2033 remaining to be paid. Mr. Marsh also noted that it would be a good idea to have MRI review the recommendations made by CNP on abatements before they are processed. Most towns typically have 10% file for abatements when there is a revaluation.

The reviews were held at the Dunbarton Town Office and there were only a few. They were mostly made up of questions that property owners had but nothing serious.

At this point in the meeting, Tim Terragni made the motion to accept the values obtained from the 2010 Statistical Revaluation by Commerford, Neider, Perkins, LLC. Bryan Clark seconded the motion and the motion carried.

Software: Computer software was discussed. It was noted that all the changes made from the revaluation were entered manually by the town office. This included every line change. Line Comeau stated that she spoke with BMSI, Business Management Systems, Inc. who handle the town's tax

program, and they have software available that would merge the numbers into the tax system. The cost of this software was discussed. If the town bought it on a once a year basis it would be \$900 plus \$90 a year for support. If the town purchased the computer Module it would be \$1500 to \$1700 with support at \$100 per year. It was noted that there are approximately 1445 parcels to deal with. BMSI's software would read the spreadsheet from Vision and it would automatically feed into the tax system. It was recommended to wait until after the fall tax bills are out to get the software but this is something that could be done after. The Town Administrator said she will check the budget and see what is there and find out how much more they would need to get to purchase this software.

The Board inquired about the 2015 updates required by DRA for the Town. Mr. Marsh stated that the town could do the same type of Statistical Revaluation as they did in 2010. There is nothing in the RSA's that prohibit this and nothing saying you have to inspect each property. They also talked about putting money away each year in a Capital Reserve so that the town does not have to pay it all in one year.

MS-1: The MS-1 or Summery Inventory of Valuation, was reviewed, accepted and signed by the Board of Assessors. It was noted that this form will be sent to the Department of Revenue so that the town will be able to set a tax rate for the year 2010.

Scott Marsh left the meeting at 7:45 pm.

Items to sign:

- The board reviewed, accepted and signed minutes of the July and August meetings.
- An Intent to Cut Timber for David Nault, lot B6-1-4, 2,7,and 9 was signed.

Invoices for approval:

- An invoice in the amount of \$12,000 from George Sansoucy, Utility appraiser was approved for payment. It was noted that this amount represented the revaluation of Utility properties.

Utility Assessments: Paperwork from George Sansoucy regarding the 2010 assessments of Utility properties in Dunbarton was reviewed. The following is a comparison of the values from the previous tax year:

	<u>2009</u>	<u>2010</u>
NE Power Company	4,555,500	4,199,100
NE Hydro Transmission (Under agreement)	12,497,300	11,250,200
US Cellular	183,900	283,900
PSNH	5,388,100	5,375,300
Unitil Energy Systems	538,500	558,400

Having no further business, the meeting was adjourned at 8:00 pm.

Timothy Terragni, Chairman

Bryan Clark
Dunbarton Board of Assessors

Recorded by: Janice VandeBogart, Recording Secretary