

**TOWN OF DUNBARTON
BOARD OF ASSESSORS
MINUTES MEETING
May 15, 2012**

Present: **Tim Terragni, Chairman**
 Mary LaValley
 Bryan Clark
 Barbara McCann, Administrative Assistant
 Line Comeau, Town Administrator
 Janice VandeBogart, Secretary

The meeting was called to order by Chairman, Tim Terragni, at 7:00 PM.

Barbara McCann stated that she was here to review the computer software now available to the Town through Cartographic Associates, Inc. Previously the town had updates made to the town maps by Don Dollard Associates. Mr. Dollard sold the company to Cartographic Associates, Inc., thus Dunbarton's data was passed on as well. Cartographic has formulated computer software which allows the general public to access assessment information online. The Selectmen like this idea because it would reduce the amount of traffic in the town office. A three year contract at \$2500 each year was agreed on to start up the conversion of data from Vision to Cartographic. A lot of time went into this to convert the data correctly. Internet access for the first year was free to the town as an incentive to continue. The cost to keep the service would be \$1800 each year. Ms. McCann stated that the town priced out mapping services from other companies and it was a lot more, one was quoted at \$14,000. She stated that there were a number of discrepancies found when the data was converted, both from mapping and assessing. Two reports were generated, then compared and corrected. Items such as common land did not convert well, as well as roads and condos, small parcels on Robert Rogers Road, etc.

Tim Terragni asked if the location of buildings was indicated on the maps? Ms. McCann stated that they were not because that information is not in the Vision program so it will not be shown on the mapping either. However, if you switch over to "Aerial" the location of the buildings will be shown. She also noted that Mr. Dollard used USGS maps and Cartographic uses State Aerial Maps. She noted that it was not a perfect science as the lot lines are slightly off.

Mary LaValley inquired as to what information is actually online. Ms. McCann showed the board a printout of what is shown online. The printout shows the Parcel ID; Name & Address of the Owner(s); Sale History; Assessed Value; and a picture of the home, if applicable.

Ms. McCann told the Board that the tax maps are printed in house now. A set of maps used to cost the town \$750 a set. Now Cartographic will convert the maps to a PDF form, put on a disc and this will enable the office to print the maps on the large printer. Three reports are generated each month and exported to Cartographic and they update. This program does not replace Vision but works in conjunction with Vision. Mapping is updated once a year when all plans are sent to Cartographic to update. Changes during the year are periodically sent to them when needed. The Town cannot edit the maps, only print them.

The Board asked if Current Use maps would be used as a layer on the maps. Line Comeau, Town Administrator, stated that this might be an option, however there are over 750 maps and that would involve a lot of mapping so it is not done at this time.

Barbara McCann stated that George Holt, from the Conservation Commission and Planning Board, has been very helpful regarding the map layers.

Privacy issues were discussed. Ms. McCann stated that if someone wanted to be excluded they would have to ask in writing. Cartographic has over 100 towns right now and since Dunbarton has been online there has been a big decrease in traffic in the town office. Right now people can come in the office and print out the property cards, with sketches on them if they need this feature but the information obtained online is helpful so it has decrease traffic and the Selectmen are pleased.

Barbara McCann gave the Board a demonstration of the program on her computer. Map layers were shown such as Wetlands maps; Conservation maps; Zoning maps; as well as how to obtain an abutters list and even produce labels for a mailing.

It was noted that the public was notified that this service was available through a press release in the Goffstown News. It was also noted that the cost for this service, if continued, would be budgeted to the Planning and Zoning Budget.

The Board thanked Barbara McCann for coming in to present this information to the Board and Ms. McCann left the meeting at 7:30 pm.

Line Comeau, Town Administrator, met with the Board to discuss the following:

- **Timber Tax Warrant:** Ms. Comeau stated that Doorage letters were mailed out recently to remind those who hadn't filed their Report of Wood Cut. The result was the Timber Tax Warrant for the following:
 - Sandra & David Sturr, E3-02-37: They had filed an intent and then filed a Supplemental.
 - Leslie & Joyce Hammond, F3-03-05: They had filed an intent and then filed a Supplemental.
 - Ken & Greta Cook, H3-02-06.
 - Mary Story Heirs, B4-04-01
 - Michael Galvin, E4-02-07

Estimated Tax Warrant: Ms. Comeau stated that the estimated tax warrant was ready, however, she asked if the Elderly Exemption pending had been discussed. If the Board approved this Exemption, it would change the warrant. Therefore she wanted to know how to proceed.

Elderly Exemption: Noel & Linda Moreau, F3-03-11: Bryan Clark stated that he called the applicant and discussed their pending application for Elderly Exemption. After examining the application and verifying income and assets, Bryan Clark felt that the Moreaus did qualify for the exemption. It was also noted that the Moreaus were not required to file an income tax return.

Motion: The Motion was made by Bryan Clark to grant the Elderly Exemption in the amount of \$70,650 to Noel & Linda Moreau, F3-03-11. The motion was seconded by Mary LaValley. The vote was unanimous. Motion Carried.

Based on the above decision, the Board signed the appropriate Estimated Tax Warrant in the amount of \$3,016,760.66. The Estimated Tax Warrant for the Utility Properties was also signed. This was in the amount of \$208,614.67. It was noted that this included the pole tax for Fairpoint and Dunbarton Telephone. Both appeals are still pending.

Abatement: Philip and Eleanor Kimball, H2-04-04: Line Comeau stated that Phil Kimball of 65 Ray Road contacted the Town Office in January of 2012 stating that he noticed an increase in the assessment of the buildings over the previous assessment and subsequently requested a review by the assessor. An associate from MRI inspected the property on April 11, 2012. Several discrepancies were noted and changed. After receiving notification of the 2012 assessment change, the Kimballs made application for an abatement on May 1, 2012. The deadline for filing an abatement being March 1st. Ms. Comeau stated that because Mr. Kimball called the office back in January and kept calling inquiring about his assessment she felt he did not completely understand the abatement procedure. Also, she stated that there may have been a miss-communication between the office and Mr. Kimball regarding this matter. Based on this she asked the board if they would consider granting this abatement. It was noted that the reduction in this assessment was \$30,000. The Kimballs have been paying this overage since 2010.

Ms. Comeau left the meeting at 8:00 pm.

Minutes: The board reviewed, approved and signed the minutes of the April 17, 2012 meeting of the Board of Assessors.

Veterans Credit: The board reviewed and sign a letter of denial for a Veteran's Credit for Paul Cathcard, A5-01-05.

Invoice: An invoice for appraisal services from Municipal Resources, Inc. in the amount of \$1,557.68 was reviewed and approved for payment.

Abatement: Philip and Eleanor Kimball, H2-04-04: The board discussed this application for abatement. It was felt that this was possibly a misunderstanding between the property owner and the Town Office. Tim Terragni made the motion to grant the abatement for Philip and Eleanor Kimball, H2-04-04 for the year 2011. The motion was seconded by Mary LaValley and the vote was in the affirmative. Motion carried.

Kara Realty, H2-025-06: For the record, it was noted that the board signed a Warrant to Collect Excavation Taxes for KARA Realty in the amount of \$31.16 on April 25, 2012.

The board reviewed various items received in the mail.

There being no further business, the meeting was adjourned at 8:12 pm.

Timothy Terragni, Chairman

Bryan Clark

**Mary LaValley
Dunbarton Board of Assessors**

Recorded by: Janice VandeBogart, Secretary