

BOARD OF SELECTMEN
Workshop May 16, 2005

MEMBERS PRESENT: Chairman Roger Hohenberger called the meeting to order at 7:10 PM. Selectmen Bruce Breton, Galen Stearns, Margaret Crisler and Alan Carpenter were present. David Sullivan, Town Administrator, was also in attendance.

TAX ASSESOR: Mr. Rex Norman presented an update to the Board on several items, including:

- 2004 ratio has been established at 72.7%
- Measures of uniformity: COD is currently at 9.0, which is very good, and the PRD is at 1.01, which is excellent.
- 50% of properties have undergone a physical inspection in compliance with the Department of Revenue's recertification process.
- In the upcoming year, Mr. Norman will be reviewing all building permits issued since 1995 (totaling 2,337), as well as physically inspecting all open building permits (705).
- 85 abatement applications were filed for tax year 2004 and 35 have been granted to date. Of the remaining fifty, 18 have been inspected: 6 are recommended for denial, and 12 are awaiting settlement discussions. All abatement processing has currently been suspended to allow for new construction data entry.

The abatement and appeal process was then discussed. Mr. Norman outlined the steps entailed during application review, and noted that any application filed after the deadline is automatically deemed denied.

The appeal process is governed by RSA 76:16a, which provides for appeal to the Board of Tax and Land Appeals or the Rockingham County Superior Court. Appeals may be filed as follows: after notice of decision by the Board of Selectmen or after July 1 if the Selectmen neglect or refuse to abate the property. Appeals must be filed on or before September 1 after the date of notice under RSA 76:1-a, and may not be filed afterwards. There is \$65.00 fee assessed by the BTLA.

Mr. Norman then presented the Board with an abatement application for lot 05A-1000, which is owned by the Farrell's. Mr. Norman explained that, following a physical inspection of the property, he determined that an adjustment in the property assessment was warranted due to condition issues. After a brief discussion, Mrs. Crisler moved and Mr. Stearns seconded to grant the abatement of \$2,873.05 as recommended by Mr. Norman. Passed unanimously.

Mr. Norman then advised the Board that the GIS program is moving forward, and the Town may see some photographs from the flyover by August.

POLICE CHIEF: The Board of Selectmen opened the discussion by thanking Captain Yatsevich for his efforts in the interim between Chief Moeckel's retirement and Chief Lewis' assumption of duties. The Board's sentiments were echoed by Chief Lewis.

Chief Lewis updated the Board on his endeavors during his first few weeks of service. He noted he has conducted a group meeting with the Department, and has now begun meeting one-on-one with his staff members.

Chief Lewis also indicated he is looking into establishing departmental committees, such as vehicle equipment and/or officer uniform and equipment. He is also developing a policy manual for the Department.

A discussion then ensued regarding the "Car 54" grant, which involves equipment being provided to the Department to outfit five cruisers. The grant, with an estimated value of \$11,000 per vehicle, is provided by the University of New Hampshire and will be before the Board at the May 23rd meeting.

The Chief discussed traffic enforcement issues with the Board, as well as possible hiring of a traffic enforcement officer and use of traffic radar signs and equipment for enforcement.

NON-PUBLIC SESSION: Mr. Stearns moved and Mr. Breton seconded to enter into non-public session in accordance with RSA 93-A:3 II a. Roll call vote, all members "yes". The topic of discussion was personnel.

The Board, Mr. Sullivan, and Chief Lewis were in attendance in the first session to review the Police Prosecutor contract. After some discussion, Mr. Breton moved and Mrs. Crisler seconded to withdraw the offer to extend the Police Prosecutor contract. Passed unanimously.

The Board and Mr. Sullivan were in attendance in the second session to discuss compensation for the summer intern currently volunteering in the Administrative Office. Mr. Carpenter moved and Mr. Stearns seconded to compensate the intern at a rate of \$6/hour for a twelve week period. Passed unanimously.

The Board and Mr. Sullivan were in attendance in the third session. Mr. Sullivan updated the Board on an ongoing personnel matter. No decisions were made.

Mr. Breton moved and Mrs. Crisler seconded to adjourn. Passed unanimously. The meeting was adjourned at 9:00 PM.

Respectfully submitted,

David Sullivan, Town Administrator

Note: These minutes are in draft form and have not been submitted to the Board for approval.