

Approved

SANBORTON BOARD OF SELECTMEN'S MINUTES

May 29, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, May 29, 2019 at 5:00 p.m. at the Town Offices. In attendance were Selectman Tom Salatiello and Selectman John Olmstead. Selectman Katy North was not present as it was not reasonably practical due to personal medical reasons, but participated via conference call pursuant to RSA 91-A:2 III. Town Administrator, Katie Ambrose was present.

1.0 Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance.

2.0 Public Comment - None at this time.

3.0 Business

3.1 Jeff Earls – Cross Country Appraisal Group (CCAG) - Jeff Earls and Robb Jutton were present. Chair Olmstead stated a few of the abatement applications were sent back because they were beyond the Board's scope. Jeff Earls asked if the applications were welfare related. Chair Olmstead stated yes, some of them were welfare and some were planning related. Robb Jutton explained that some were labeling issues because the categories under Vision's software are different in Avitar's software. Chair North stated her observation is that a lot of the abatements are administrative issues and should not have gone through this process, the information has been inconsistent, the narratives have been long and some of the applications are not abatements. Chair North stated the application should either be granted or denied and not be described as "partial" because it just makes the process confusing for people, plus the conversion issues have been overwhelming. Chair North stated the applications have been coming back from CCAG to the Town at a very slow rate but she had just reviewed an abatement application from February and she doesn't appreciate communication that the Selectmen's Office is holding things up. Chair North asked if CCAG can provide the Town with a breakdown of the 23 abatements needing interior inspections? Jeff Earls replied yes, they need verification of the claims in the applications i.e. unfinished walls, number of bedrooms, etc. because they were not given the opportunity to do so. Robb Jutton explained that conducting the interior inspections was not part of the contract because he was still employed by the Town and that should have been renegotiated when he left. Chair North added that the assessing contract was negotiated by the BOS last March and not negotiated with Robb Jutton. He no longer works for the Town, he works for CCAG. Selectman Salatiello stated he has no issues with authorizing the payment to CCAG for the interior inspections during the abatement process, so that the Town can be professionally defended in Court. Chair Olmstead made a **motion** to approve funds not to exceed \$3,500 dollars to the general assessing line, in order for CCAG to conduct 23 interior inspections. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Robb Jutton stated he would change the reference to a "partial" abatement and the reason that terminology was being used is because that is what the applicant was asking for. TA Ambrose referred to

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Selectmen's North email dated today and asked if the Board wanted to review the abatements in question or follow up with CCAG later. The BOS and CCAG reviewed the questions in Selectman North's email. Selectman North asked how a private road is valued over a Class VI road? Private roads are adjusted by 5% because maintenance is needed and Class VI roads are adjusted by 10% because they are not accessible. Selectman North replied it would behoove the Town to make the adjustments to all of the roads, so they are the same. Robb Jutton explained that after the tax warrant is issued & signed it takes an abatement to adjust any 2018 property value. Rob Jutton stated the most important part of this process is communication between the Town, CCAG and the property owner. Robb Jutton explained that the property owners are not obligated to let them inside their homes and each company has their own opinion of value but most companies start at "good" if there is no interior inspection. The BOS and CCAG continued their discussion of the abatements identified in Selectman North's email.

3.2 LRPC Oil/Propane Purchasing - Chair Olmstead made a **motion** that the Town of Sanbornton authorizes the LRPC to issue a RFP on our behalf to take part in a regional propane and/or oil joint purchasing initiative. We understand this means jointly issuing an RFP to purchase oil and/or propane at a group rate. We agree not to shop around during the joint bidding process so that our group will have stable purchasing volume for bidders to base their bid price on. We further understand that we are under no obligation to expect the joint bid price if it is not competitive for our Town to do so. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

3.3 Town Administrator Search - TA Ambrose reported that the Town Administrator's position has been posted in the papers and to various websites. TA Ambrose asked if there would be a hiring panel and if so, Chief Hankard, Finance Officer Petrazewski and OPW Van Tassel have expressed interest to serve on the panel. Selectman Salatiello made a **motion** to appoint Chair Olmstead as the Selectmen's Representative to lead the hiring panel, with three employees and two Town Administrators from surrounding municipalities. Chair Olmstead **seconded** the motion and the **motion passed unanimously**. First review on applicants will be held in the afternoon on June 7th with follow up at the Board's meeting on June 12th.

4.0 Other Business - None at this time.

5.0 Town Administrator's Report

5.1 Performance Reviews - TA Ambrose to post a BOS meeting for department head reviews starting at 9am on June 27th.

5.2 Flags - Will Ellis has hung the flags up on the lit telephone poles in the Sanbornton Square.

6.0 Selectmen's Report - None at this time.

7.0 Authorization Signatures: Payroll and Accounts Payable Register

7.1 Board Meeting: 5/15/2019 -The Clerk signed.

7.2 Discretionary Preservation Easement - The BOS signed.

7.3 Abatements - Selectman North made a **motion** to grant the abatement application in the amount of \$71,900 dollars for the 2018 assessment of Tax Map 10, Lot 21.2, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion**

passed unanimously. Selectman North made a **motion** to grant the abatement application in the amount of \$147,800 dollars for the 2018 assessment of Tax Map 18, Lot 50.1, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to grant the abatement application in the amount of \$20,600 dollars for the 2018 assessment of Tax Map 20, Lot 18, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 10, Lot 39 for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 11, Lot 53, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 8, Lot 29, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 12, Lot 24, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 3, Lot 52, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 24, Lot 52, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 15, Lot 90, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to deny the abatement application for Tax Map 3, Lot 53, for the tax year appealed 2018 as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to grant the abatement application in the amount of \$39,600 dollars for the 2018 assessment of Tax Map 24, Lot 49, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to grant the abatement application in the amount of \$12,100 dollars for the 2018 assessment of Tax Map 12, Lot 22, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to grant the abatement application in the amount of \$6,700 dollars for the 2018 assessment of Tax Map 11, Lot 52, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to grant the abatement application in the amount of \$6,400 dollars for the 2018 assessment of Tax Map 10, Lot 41, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.** Selectman North made a **motion** to grant the abatement application in the amount of \$42,800 dollars for the 2018 assessment of Tax Map 20, Lot 78, as recommended by the Assessors. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

8.0 Review & Approve Minutes

8.1 BOS Meeting 5/22/2019 - Members of the Board reviewed the draft meeting minutes of May 22, 2019. Chair Olmstead made a **motion** to accept the draft meeting minutes of

May 22, 2019 with changes. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Chair Olmstead made a **motion** to adjourn the meeting at 7:20 p.m. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

11.0 NEXT MEETING(S) – The Selectmen will hold their regularly scheduled meeting on **Wednesday, June 5, 2019 @ 4:30 p.m.** at the Sanbornton Town Office.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 6/5/19 _____
Selectmen's Clerk