

TOWN OF LISBON, NEW HAMPSHIRE

SELECTMEN'S MEETING MINUTES

08/25/2014

SELECTMEN PRESENT: Stephen Knox (SK)

SELECTMEN'S OFFICE: Greg Colby (GC) and Suzanne Tavernier

SK made motion to call meeting to order DB 2nd so voted

Meeting With DRA Representatives and Assessors:

Josephine Belville (JB) , Stephan Hamilton (SH), Todd Haywood (TH) and John Trumbull (JT)

JB spoke to the Board about the results of her visit the prior week and her concerns that everyone is on the same page regarding the re-valuation. She specifically had concern regarding depreciations.

She is monitoring Trumbull ciprocal and Haywood Sales wanted to make sure all results were consistent.

S. Hamilton explained that the DRA monitors the work done by Trumbull and Haywood. He wanted to review JB concerns and explained Trumbull's is measuring collecting data, interior and exterior, establish depreciations.

Haywood's work is to review sales activities and establish values. He went on to say that Haywood should use this information, good communication between the two. Check to see that Trumbull and Haywood on same page, regarding depreciations, and that information flows through to the revaluation process.

Haywood explained how he set the value and the state standards regarding same. He explained that he was setting a model, to reset to market value. This model would automatically fall into place. He went on to say his results fell well within the state's percentages. He and Trumbull have talked about his results and he asked that Trumbull point out anything that he felt was a concern. There were a low number of qualified sales, and the model Haywood was setting up would automatically set values.

DB expressed concern that the two have been working on this since April and that Trumbull used depreciations and Haywood had not.

Hamilton explained that there are clear standards, with limited sampling of known sales also produces limited amount of information. There is only a concern when there is a disruption to consistency.

Haywood spoke about the hearing process, and that these are preliminary values. This is a time to review new to old values and see if there are any questionable values in model throughout the town.

SK stated he felt that Haywood seemed knowledgeable his only concern was the depreciations.

DFTB
JCK

TH stated the assessment is indicative of 2014 sales. He would hold hearings that garner information if adjustments need to be made.

DB explained he agreed with the hearing process and information gathered then, but had paid Trumbull to gather all this information and currently Haywood values do not reflect depreciations.

Haywood explained his model is less subjective but will review depreciations.

Trumbull stated there were not many properties included with depreciations, not really a big deal

JB said communication is a concern. When she asked Haywood if he was ready to set values Trumbull still needed to enter information. There are depreciations removed and conditions changed with no notes in system as to why.

DB stated he assumed there would be some mistakes made and that 10 or so out of 1,000 seem like an acceptable error percentage. But the lack of notes in system is a concern, regarding an audit trail.

SH explained the importance of consistency, if there is a change made should be in the notes in software. This lends to the part of credibility, it is as simple as filling in the notes in system.

DB agreed on the need for audit trail, and asked if information can be put back into system as new information.

TH explained there are two data bases currently.

DB asked if Trumbull was using the four code system

Trumbull stated he was in Todd's data base

SK- The state has standard as to what is acceptable, where is Lisbon from that stand point?

SH Explained the state monitors for vastly different results, and that is not the case here. It is important that there is good communication, codes used, special depreciations included and in a timely manner.

DB Asked what Lisbon needs to do to meet requirements

SH said there is no fundamental failures, these are not significant problems Lisbon is on the right road.

DB questioned so moving forward we just need to have Todd look at the depreciations he removed, you feel that will be enough

There was a discussion about the time deadline in contract and the deadlines required by state in reference to setting tax rate. There was further discussion on setting the dates for hearings.

DB made a motion to extend deadline of Haywood contract to October 15th SK 2nd so voted

Hearing were set for the week of September 15th, mailing to taxpayers are to be sent out.

There was a discussion regarding the request for extension on the MS1. A request for extension will be submit with deadline of November 1st.

SELECTMEN'S BUSINESS: DB made motion to accept all minutes as written SK 2nd so voted

SK made motion to seal nonpublic minutes DB 2nd so voted all

SK made motion to accept gift of \$50.00 on behalf of the Lisbon Life Squad
DB 2nd so voted all

The Board reviewed requests for bid regarding heating oil
DB made motion to accept bid from Irving SK 2nd so voted all

GC spoke to the Board regarding an issue at the transfer station. He expressed concern that FG had not filled out the proper paperwork
Board asked that issue be followed up with Citizen.

The Board was told taxpayer will be served with deed notification by Sheriff's Dept. this week

The Board was informed no RFP were received referencing Waste Water Roofs.
GC suggested the Board get estimates from three different companies and go forward with repairs. Board agreed

DEPARTMENT HEAD: Chief Pinson came in and spoke to the Board regarding two issue. First he spoke to the Board about grant status and the update hazard mitigation. He also spoke to the Board regarding the "live burn" situation. He wanted the Board to know he has never given his "blessings" to the burn.
DB stated the Board had been told Chief Pinson would endorse if there was a written plan.

Chief Pinson stated that it was an informal proposal when first presented, no real plan. He was for training but not at that particular location. He went on to say that now that Bethlehem has a live burn training center these types of burns not really necessary.

SK said we based on decision on the traffic and safety concerns
Chief Pinson agreed that this location was not a place for training

Board requested letter be written to property owner reiterating the Boards position to deny "live burn"

The Board spoke about the request from Fire Department and Life Squad to split into two different departments.

DB stated he had spoken with other Fire Department personnel and the consensus it was not a good idea

SK stated he personally see no reason to allow the split

DB made motion to not allow the Fire Department and Life Squad to split SK 2nd motion

The Board spoke about having one Chief with two Deputies structure One Deputy will oversee Life Squad.

GC suggested the bylaws be tightened up and reflect the one department, hiring process and requirements

The Board request a meeting be set up with Fire Department and Life Squad Officers

DB spoke about receiving a phone call from citizen about the current ambulance rates.

The Board reviewed Budget Advisory Committee by laws, they amended by laws.

Then voted to adopt with changes

SK made motion to accept by laws with changes DB 2nd so voted all

Board reviewed four applications for Budget Committee. SK made motion to accept all applications DB 2nd so voted all

The Board discussed the need to fill the 5th position

Board discussed a request by tax payer regarding tax and removal of trailer not reflected on tax. Board requests an abatement be drawn up

There was a discussion about private roads and need to establish emergency lanes. Check with Town Counsel regarding same

There was a discussion about new hires and all future hires need to be approve by Selectboard

NON-PUBLIC: (RSA 91:a3III) DB made motion to enter non-public to SK 2nd so voted all

SELECTMEN'S BUSINESS:

SK asked GC about the process for appointing Tax Collector/Town Clerk and Treasurer as opposed to elected and the difference between the two

GC said appointed positions allow for more flexibility, no residency requirements and allows for more control over hours, pay etc. regular Town Employee.

DB remarked not common

GC said no most towns still elect these positions

Board spoke about the Town's Web page and making sure all the information from prior web page is transferred over

NON-PUBLIC: (RSA 91:a3III) Buffington Applications DB made motion to enter non-public to SK 2nd so voted all

DB made motion to adjourn SK 2nd so voted all