

**BOARD OF SELECTMEN**

**OCTOBER 6, 2014**

**MEMORIAL BUILDING**

**9:00 A.M.**

*The following are to be considered draft minutes until approved by the Board.*

Selectmen present: Chairman, Don Hill; Leigh Callaway and George McCusker.

Others present: Tom Duling, Code Enforcement; Mark Stetson from Avitar Associates, and George Hildum, Contract Assessor for Town.

Don reported, the Selectmen had been notified that Brian Call of Route 4A has an issue with the decision the Selectmen made to require a state approved septic design prior to issuing a building permit. He wants to move his house 50 feet further away from the road to a new foundation. Brian contacted Mr. Tardiff from NH DES and was told since he owns more than 5 acres he did not need a septic design. Tom Duling had contacted Mr. Tardiff back in August and was told that since there is no record of any septic approval on file, and since the location of the existing house is changing, a new design would be required. Mr. Call has hired a septic designer and a design is in process. Discussion: There is no plan on file for an existing system on the property. Mr. Call is not expanding or increasing the loading, but since he is moving the house and placing it on a new foundation which could be considered an expansion, the feeling is that he needs a design before the selectmen approve his building permit. This is a matter of public health. He has engaged the services of a designer and the board is not asking him to put in a system, only asking him to get a design in the event the existing system fails. Leigh is concerned this is "solid gray" area. He feels the permit should be approved based on the language in the RSA. Motion made by Don that the Selectmen require what they feel they should require, and that is for a septic design to be approved before construction takes place. The motion was seconded by George. Don and George voted in favor of the motion. Leigh was opposed. Leigh reiterates that the motion is the right thing to do, but he can't find a place in the State law that differentiates between new construction or moving the building. The Selectmen will not sign the building permit until a septic design is approved.

Revaluation "start-up" meeting. The Board met with Mark Stetson, of Avitar, and the Town's assessor, George Hildum. Avitar employees will begin field review and data verification including list and measure of all improved properties starting in the next couple of weeks. They hope to have it done by mid-November. Sales data going back to April 1, 2013 will also be reviewed. The goal is to bring assessments of all properties to 100% of current market value. If a homeowner is available the property will be inspected then. If not, a notice will be sent to arrange an inspection time. In April or May, Avitar will provide notice of preliminary value to taxpayers and provide access to their website for a period of about 30 days for review of assessments. There will be a 4-day window for people wishing to have an informational hearing on their new assessment.

Four employees from Avitar will be doing field review. All have photo ID badges and travel in clearly marked cars. The Selectmen will provide notification ahead of time via the website, marque, and postings. Postcard notices will also be sent to all owners of improved property. Don suggested contacting the shopper for pricing and ease and speed of getting the notices printed and mailed. Motion by Don to spend up to \$750.00 on postcard notices to owners of improved property (663 owners) seconded by George, and unanimously approved.

Mark reviewed the State of NH Department of Revenue Administration's (DRA) start-up checklist. The DRA will also do a random sampling of sales and other properties. If the State re-inspects they sent their own postcard notifications.

Leigh questioned what the requirement is for making the assessment cards available on the web year-round. Mark will forward the request to the person who handles this. If that happens, the Selectmen will need to decide how often the data will be updated.

Sansoucy Associates will do the utility assessments for PSNH, NHEC and Springfield Power. George Hildum will do TDS, Kearsarge Telephone, and Fairpoint. Avitar will assess the two cell towers.

Don noted the Selectmen were recently called to Old Grafton Road to evaluate a noise complaint at Evarts Lumber. The owner is concerned the noise issue will take a toll on his property value. Evarts does his best to mitigate noise. Mark indicated these types of issues will be considered when visiting properties.

The Board reviewed drafts of the Purchase and Sales Agreements in preparation for tax sale on the 13<sup>th</sup>. Selectmen discussed whether to require removal of mobile home on the former Lee property. The Board is in agreement that since this was not noted as a condition in the bid notices, they would not make it a condition of sale, since it could change the purchase price offered. Motion by Leigh not to place conditions on the sales of either property. Motion seconded by Don and unanimously approved. The board discussed the possibility of redoing the bid process if bids are not high enough to be acceptable versus making the town "whole" and getting these properties back on the tax rolls. A purchaser is taking a risk with a Quit Claim Deed and the notices have clearly expressed that.

Leigh will investigate with Start Logic and Mike Lavelle about turning off access to the old website, or at least notification showing the new website address.

Leigh reported a possible issue with a building permit that was granted on Shad Hill. The applicant may have not been truthful in stating the use of a proposed garage, when in fact it may be used to store heavy equipment. After discussion the Board agreed if this is the case, the owner will need to go for Site Plan Review and possible Special Exception. The building has not been built so it is uncertain whether it will be used personally or commercially. Leigh will talk to Tom Duling.

Meeting adjourned at 10:55 a.m.

Submitted by,

Janet Roberts,  
Administrative Assistant