

**NEW HAMPSHIRE ASSOCIATION OF ASSESSING OFFICIALS  
IAAO AFFILIATE  
EXECUTIVE MEETING  
ORGANIZATIONAL MEETING/WORK SESSION**

**Minutes  
December 11, 2018  
NHMA Offices, Concord, NH**

**Call to Order by President Dan Langille.**

**I. Roll Call – 12 Members present. Meeting began at 9:00 am.**

**Secretary Report-** No Report

**Treasurer's Report- Scott Bartlett** – Scott handed out a Treasurer's Report and Income and Expense Statement dated December 11, 2018. He gave an end of year analysis and said we budgeted for about an \$8,200 loss and that is where we will end up. Scott reported that there is approximately \$24,000 in the NHA AO account as of today. By the end of the year it will be down to about \$22,000. President Langille said that we would not be taking any votes today and would vote on the Treasurer's report in January.

Scott asked for all Committee Chairs to submit their budget requests for the year to the Finance Chairman, Jim Rice, and to copy Scott as well. He cautioned the members that we can't sustain a budget that loses money each year.

The question was asked if all towns and regular members paid their dues last year. Scott read off about 10 towns that did not pay and said if members don't pay he will typically send them a second notice. The ones that don't end up paying typically don't want to be members anymore.

**II. Regional/County Directors-No Reports**

**III. Committee Reports**

**By-Laws** – President Langille asked the By-laws Chairman to have the committee review the by-laws as they pertain to the make-up of each committee and to make recommendations going forward. In particular, he mentioned the Ethics Committee as he found the language to be very confusing. Past President Loren Martin agreed. A question was posed if there should be more than just Dave McMullen on the Communications Committee. Doug Irvine stated that he would be interested in serving on the committee if it was to be expanded beyond just Dave.

**Education** – Committee member Jim Rice stated that the committee does not intend on increasing tuition fees this year. He said that the committee is currently conducting an on-line poll to assist in selecting courses for the year.

Norm Bernaiche asked Jim if he received any feedback regarding the instructors for the State Statutes class and Jim said that all the feedback he received was positive. Bill Ingalls said that he finds the instructors who interject real life situations to be the most interesting. Treasurer Bartlett said that he is still waiting for the DRA to invoice him the bill for the State Statutes course.

Jim reported that the committee is working with the BTLA to develop a course on understanding BTLA rules and preparing for trial. This will assist those individuals needing BTLA experience for their certification. They are also looking at opening up classes offered by the Appraisal Institute to assessors.

**Legislative** – Chair Jim Michaud is expecting a busy session this year. The committee is still contemplating giving a short presentation about the NHAAO to the Legislature's Municipal and County Government Committee.

**Scholarship** – Chair Lee Ann Provencher stated that the committee would like to raise the education scholarships from \$300 to \$400 to encourage more people to apply. President Langille stated this will be discussed further and possibly voted on at the January meeting.

**Publicity** – Bill Ingalls said the booklet is much easier now to edit and update. Starting a Facebook page was discussed and the discussion will continue at a future meeting.

**Ethics** – Chair Kris McAllister questioned whether the budget for the committee is adequate if a complaint is brought forward. Former Chair Dave Marazoff said that the committee had one issue a few years ago but complaints also go to the DRA.

**ASB** – Dave Marazoff reported that the next meeting of the ASB will be held on December 21<sup>st</sup> at 9:30 am at the DRA. The items on the task list are reviewing certification levels, rental and expense market data, reviewing the charitable and religious exemption criteria, review of the view statistics and pole licenses. Loren Martin said that any charitable/religious changes would need legislative approval for any statutory changes. Scott Bartlett feels the review of the charitable and religious exemptions are long overdue and clearing up statutory language would be helpful. Dave encouraged all to attend the meeting and said if anyone has questions or concerns but can't attend to send them to him.

**Current Use Board** – Norm Bernaiche stated that the Current Use Board is holding their open public forums this week in Lancaster, Keene and Concord (DRA). The CUB is currently focusing on rule and rate changes. Norm said the rules changes are advisory only and would not

need statutory change. Jim Michaud stated an accident, mistake or misfortune clause is being inserted into the rules, however, the definition is different from the BTLA's and DRA's for Low and Moderate Program and asked if the CUB could look at that. Norm reported that one of the changes is to further define contiguous lots and how it relates to waterbodies. Norm reported that Mary Pinkham-Langer is now the Acting Chair of the Current Use Board until a new Director of Municipal and Property is announced.

#### **IV. Other Reports/Comments/Discussions**

Jim Michaud said that per statute the NHAAO President is a member of the Secretary of State's Municipal/State Records Committee and that they are beginning to have meetings again. Loren will pass along to the committee Dan's contact information.

A discussion was had regarding ways to improve relations between the NHAAO and DRA. There were many ideas including opening up listserv to DRA members and inviting the Commissioner of the DRA to a NHAAO Board meeting. Further discussion will take place in the coming year.

**V. Adjournment: There being no further business before the Association board of Directors, President Langille asked for a motion to adjourn the meeting; no objection, 12-0-0, unanimous in favor, the meeting adjourned at 10:20 am.**

The next scheduled meeting will be held on January 8, 2019 at the NHMA, Concord, NH.

Respectfully Submitted:

*James Commerford, CNHA*

James Commerford, CNHA, Secretary (Meredith)

**NHAAO Committee Chairs & Officers Meeting**  
**Agenda**

December 11, 2018

**John B. Andrews Room**  
NHMA, Center at Triangle Park, 25 Triangle Park Drive, Concord, NH

Organizational meeting w/ Officers & Committee Chairs .....9:00 AM – 11:00 AM

**Call to order – President– Dan Langille**

**I. Roll call– Members**

**1<sup>st</sup> Vice President – Jim Rice**

**2<sup>nd</sup> Vice President – Marti Noel**

**Secretary - Jim Commerford**

**Treasurer - Scott Bartlett**

**Past President – Loren Martin**

**Regional Directors (5)**

Coos & Grafton (1) – Doug Irvine

Carroll & Belknap (2) –Todd Haywood

Merrimack & Sullivan (3) - Norm Bernaiche

Hillsborough & Cheshire (4) – James Michaud

Rockingham & Strafford (5) - Norm Pelletier

**County Directors (10)**

Belknap – Deb Derrick

Carroll – Dale Schofield

Cheshire – Mark Stetson

Coos – Jason Call

Grafton – Julie Huntley

Hillsborough – Chuck Kurfehs

Merrimack – Kris McAllister

Rockingham – Emily Goldstein

Strafford – Nancy Miller

Sullivan – Dave Marazoff

**II. Committee Chairs**

a) By Laws–Tim Ballantine/ Bob Gagne

b) Certification – Rosann Maurice-Lentz

c) Education – Verna Sharpe

d) Nominating – Loren Martin

e) Conference – Marti Noel

f) Legislative – Jim Michaud

- g) Scholarship – Lee Ann Provencher
- h) Membership – Emily Goldstein
- i) Publicity – Bill Ingalls
- j) Elections – Jon Duhamel
- k) Finance – Jim Rice
- l) Communications – Dave McMullen
- m) Ethics – Kris McAllister
- n) NRAAO Representative – Rick Brideau
- o) IAAO Representative – Loren Martin
- p) Assessing Standards Board Rep – Dave Marazoff

### **III. New Business**

- Treasurer/Finance Committee - 2019 NHA AO Operating Budget Preliminary Outlook
- Education Committee - Outlook for 2019
- Committee Reports/2019 Outlook

### **IV. Old Business**

### **V. Adjournment**

Next Scheduled Meeting: Tuesday, January 8, 2019

**2019 Committee List/Members**

<u>BY-LAWS</u>	Phone	<u>LEGISLATIVE</u>	Phone
Tim Ballantine, Co-Chair	352-2125	Jim Michaud, Chair	886-6009
Bob Gagne, Co-Chair	624-6520	Rick Vincent	448-1499
Joe Lessard	898-5440	Dave Marazoff	313-7962
Jim Commerford	677-4213	Steve Hamilton	560-0629
Todd Haywood	496-7293	Nancy Miller	332-5109
Emily Goldstein	610-7249		
<u>CERTIFICATION</u>		<u>MEMBERSHIP</u>	
Rosann Maurice-Lentz, Chair	610-7249	Emily Goldstein, Chair	610-7249
Norm Bernaiche	526-4821	Scott Bartlett	497-8990
Bob Gagne	624-6520	Dave McMullen	640-3206
Mary Pinkham-Langer	230-5972	Rosann Maurice-Lentz	610-7249
Norm Pelletier	890-2018	Dave Marazoff	313-7962
Jim Commerford	677-4226	Todd Haywood	496-7293
<u>COMMUNICATIONS</u>		<u>NOMINATING</u>	
Dave McMullen, Chair	640-3206	Loren Martin, Chair	624-6520
		Joe Lessard (2019)	898-5440
		Donna Langley (2020)	516-6014
		Marti Noel (2021)	249-0615
		Rick Brideau (2022)	432-1100
		Karen Marino	475-3073
<u>CONFERENCE</u>		<u>PUBLICITY</u>	
Marti Noel, Chair	868-8064	Bill Ingalls, Chair	472-8104
Scott Bartlett	497-8990	Angela Silva	474-2966
Verna Sharpe	610-7138	Kris McAllister	526-4821
Andrea Lewy	772-7391	Jon Rice	332-5109
		Beth Hamilton	432-1100
<u>EDUCATION</u>		<u>SCHOLARSHIP</u>	
Verna Sharpe, Chair	610-7138	Lee Ann Provencher, Chair	624-6520
Jim Rice	868-8064	Norm Pelletier	890-2018
Theresa Hervey	332-5109	Donna Langley	516-6014
Kathy Temchack	225-8550	Andrea Lewy	772-7391
Beth Hamilton	432-1100	Marti Noel	249-0615
Chuck Reese		Doug Irvine	472-8104
<u>ELECTION</u>		<u>ASSESSING STANDARDS BOARD</u>	
Jon Duhamel (2019)	589-3040	Joe Lessard (Town >3000)	898-5440
Mark Stetson (2020)	798-4419	Loren Martin (Town <3,000)	798-4419
Gary Turgiss (2021)	589-3040	Robert Gagne (City)	624-6520
		Dave Marazoff (NHAAO)	313-7962
<u>ETHICS</u>		<u>CURRENT USE ADVISORY BOARD</u>	
Kris McAllister, (2019) Chair	526-4821	Norm Bernaiche (<5,000)	526-4821
Rick Vincent (2019)	448-1499	Andrea Lewy (>5,000)	772-7391
Norm Bernaiche (2020)	526-4821	Jon Rice (City)	332-5109
Doug Irvine (2020)	472-8104		
Kathy Temchack (2021)	225-8550		
<u>FINANCE</u>		<u>NRAAO REPRESENTATIVE</u>	
Jim Rice, Chair	868-8064	Rick Brideau	432-1100
Scott Bartlett	497-8990		
Jon Rice	332-5109	<u>IAAO REPRESENTATIVES</u>	
Mark Stetson	798-4419	Loren Martin	798-4419
Lee Ann Provencher	624-6520		

**NH BOARD OF DIRECTORS ATTENDANCE SHEET 2019**

**OFFICERS**

MEETING DATE: 12/11/18

President	<input checked="" type="checkbox"/>	Dan Langille, Keene
1st Vice President	<input checked="" type="checkbox"/>	Jim Rice, Durham
2 <sup>nd</sup> Vice President	<input type="checkbox"/>	Marti Noel, Milford
Treasurer	<input checked="" type="checkbox"/>	Scott Bartlett, Goffstown
Secretary	<input checked="" type="checkbox"/>	Jim Commerford, Meredith
Past President	<input checked="" type="checkbox"/>	Loren Martin, Merrimack

**REGIONAL DIRECTORS**

Region 1-Coos & Grafton	<input checked="" type="checkbox"/>	Doug Irvine, Bedford
Region 2-Carroll & Belknap	<input type="checkbox"/>	Todd Haywood, Greenland
Region 3-Merrimack & Sullivan	<input checked="" type="checkbox"/>	Norm Bernaiche, Sunapee
Region 4-Hillsborough & Cheshire	<input checked="" type="checkbox"/>	Jim Michaud, Hudson
Region 5-Rockingham & Strafford	<input type="checkbox"/>	Norman Pelletier, Salem

**COUNTY DIRECTORS**

**BELKNAP**  Deb Derrick, Laconia

**HILLSBOROUGH**  Chuck Kurfels, Manchester

**CARROLL**  Dale Schofield, Conway

**MERRIMACK**  Kris McAllister, Newbury

**CHESHIRE**  Mark Stetson

**ROCKINGHAM**  Emily Goldstein, Portsmouth

**COOS**  Jason Call, Whitefield

**STRAFFORD**  Nancy Miller, Rochester

**GRAFTON**  Julie Huntley, Enfield

**SULLIVAN**  Dave Marazoff, Washington

\*11 members required for a quorum.

**NH ASSOCIATION OF ASSESSING OFFICIALS**

Treasurer's Report

December 11, 2018

**Beginning Balance November 14, 2018** **\$40,892.17**

**Steve Tellier Fund** **\$550.00**  
**NHAAO Account** **\$40,342.17**

<b>INCOME</b>	Conference	Banquet	\$770.00
	Conference	Sponsors	\$500.00
	Education	Course Fees	\$9,735.00
	Scholarship	Steve Tellier Scholarship	\$170.00
	Treasurer	Dues	\$115.00
<b>Total Income</b>			<b>\$11,290.00</b>

<b>EXPENSES</b>	Conference	Banquet + DJ + Supplies/Gifts	\$6,393.62
	Education	Lunch for classes & Gifts & Refund	1,509.68
	Education	IAAO 101, 112, 932, 333	14,250.00
	Education	IAAO 333	4,425.00
	Nominating	Awards	255.00
	President	Gifts	\$750.00
	Treasurer	IAAO Dues & Supplies & PO Box	\$403.43
<b>Total Expenses</b>			<b>\$27,986.73</b>

**Ending Balance December 11, 2018** **\$24,195.44**

**Steve Tellier Fund** **\$720.00**  
**NHAAO Account** **\$23,475.44**



**NH ASSOCIATION OF ASSESSING OFFICIALS**

Income and Expense Statement

December 11, 2018

<b>OFFICERS</b>	<u>Actual Income</u>	<u>BUDGETED INCOME</u>	<u>Actual Expenses</u>	<u>BUDGETED EXPENSES</u>
President	0.00	0.00	\$2,027.56	1,985.00
Secretary	0.00	0.00	0.00	100.00
Treasurer	8,560.60	8,500.00	1,122.67	1,941.00
<b>TOTAL OFFICERS</b>	<b>8,560.60</b>	<b>\$8,500.00</b>	<b>3,150.23</b>	<b>\$4,026.00</b>
<b>COMMITTEES</b>				
By-Laws	0.00	0.00	0.00	25.00
Certification	0.00	300.00	40.00	450.00
Communications	0.00	0.00	382.80	300.00
Conference	6,510.00	6,550.00	8,357.44	6,925.00
Education	51,334.50	46,805.00	50,537.69	48,320.00
Elections	0.00	0.00	535.74	520.00
Ethics	0.00	0.00	0.00	25.00
Finance	0.00	0.00	1,209.00	1,400.00
Legislative	0.00	0.00	3,750.00	3,750.00
Membership	0.00	0.00	281.34	500.00
Nominating	0.00	0.00	646.15	325.00
Publicity	1,875.00	2,500.00	2,532.95	2,200.00
Scholarship	720.00	900.00	3,600.00	4,160.00
<i>(NHAAO Account)</i>	<i>0.00</i>		<i>3,240.00</i>	
<i>(Steve Tellier Scholarship Fund)</i>			<i>360.00</i>	
NRAAO Conference (added 11/14/18)	0.00	0.00	0.00	1,000.00
<b>TOTAL COMMITTEES</b>	<b>\$60,439.50</b>	<b>\$57,055.00</b>	<b>\$71,873.11</b>	<b>\$69,900.00</b>
<b>TOTAL BUDGET</b>	<b>69,000.10</b>	<b>\$65,555.00</b>	<b>\$75,023.34</b>	<b>\$73,926.00</b>
<b>Steve Tellier Scholarship Fund</b>	<b>Starting Balance</b>	<b>Credits</b>	<b>Debits</b>	<b>Current Bal</b>
	360.00	-360.00	720.00	\$720.00

  
 Scott W. Bartlett, Treasurer

Date 12/11/18