

**NEW HAMPSHIRE ASSOCIATION OF ASSESSING OFFICIALS  
IAAO AFFILIATE  
BOARD OF DIRECTOR'S MEETING**

**Minutes  
January 8, 2019  
NHMA Center, Concord, NH**

**Education Session: How NH Funds Public Services** – Presented by Barbara Reid of NHMA and Phil Sletten from the NH Fiscal Policy Institute.

**I. Call to Order – President Dan Langille.**

**II. Roll Call - A Quorum of Members being present, 16 members present.**

**III. Secretary's Report:** Secretary Commerford stated that the minutes from the November 14, 2018 and December 9, 2018 minutes were sent to the members via listserve email and asked for a motion to accept these minutes. **Jim Rice made a motion to approve the minutes as written, seconded by Kris McAllister. President Langille called for a vote; 16-0-0 in favor.**

**IV. Treasurer's Report:** No Report

**V. Communications/Announcements:** Rosann Maurice-Lentz announced that Verna Sharpe has achieved the Supervisor Level of certification. Congratulations Verna!!

Chuck Kurfehs announced that at the 2018 NHA AO Banquet David Cornell received the Lawton B. Chandler Award, Louise Brown received the inaugural Administrative Assistant Award and Scott Bartlett was the recipient of the President's Award. Congratulations Dave, Louise and Scott.

**VI. Regional Directors/County Directors Reports:** No Report

**VII. Committee Reports:**

**By Laws:** Tim Ballantine & Robert Gagne – Bob reported that the committee has re-scheduled a meeting to February to discuss how the members are selected to the Ethics committee.

**Certification:** Rosann Maurice-Lentz – No Report.

**Education:** Verna Sharpe – Verna reported that the committee is in the process of putting together the course calendar for 2019. She thanked all those who responded to the course survey that the committee sent out. Courses that the committee have planned are IAAO 600 Principles of Cadastral Mapping, IAAO Course 300 Fundamentals of Mass Appraisal, USPAP 7-day Update (twice), IAAO Workshop 162 M&S Residential Cost Approach and possibly excel classes. Jim Rice stated that the DRA will be offering IAAO course 400 this year. Bob Gagne asked if the committee would be offering IAAO Workshop 452 Fundamentals of Assessment Ratio Studies. Verna responded that this didn't receive many responses in the survey but that they could look to see if there was interest. Rick Brideau stated that Massachusetts is offering IAAO 101 this year in Andover. Anyone interested should contact Rick. Verna asked Rick to forward the information to her and she can post.

There was a discussion of cutting back on the refreshments for each month's meeting and eliminating the refreshments during breaks at courses in order to save on costs. Verna stated that the additional cost for refreshments (over and above the lunch) is an extra \$4 per student. It was suggested to seek sponsorships for the catering. Marti Noel responded that we have such a small pool of sponsors already it may be asking too much of them. As for the monthly meetings the cost of providing coffee, bagels and cookies is \$137 per meeting. Marti Noel will look into other options for monthly meeting refreshments.

Dave Marazoff stated that at the last ASB Meeting certification levels were discussed and more specifically the BTLA experience requirement for the Supervisor level. It was said that anyone can sit in on any BTLA hearing. Rosann Maurice-Lentz thought that being involved in a mediation meeting would be more useful than attending a BTLA hearing. Jim Rice stated that the committee is working with the BTLA on developing a course for this reason.

**Nominating:** Loren Martin – Loren stated that over the course of the year they will be looking for nominations for the Lawton B. Chandler Award and the Assessing Staff Award. The Board was recently advised by the NHMA that the Lawton B. Chandler Plaque will no longer hang at the NHMA office so we will need to find a home for it. Jim Michaud reminded the group that the term for each NHAAO member on the ASB will expire this year and we will need to nominate four candidates.

Chuck Kurfels stated that we will need to add the Assessing Staff Award to our By-laws, similar to the language regarding the Lawton B. Chandler Award.

**Conference:** Marti Noel – Marti said that she was looking at alternative ideas for the conference banquet this year. She mentioned possibly doing something different than the typical banquet such as holding the event at the Currier Museum. She is open to all suggestions or would proceed with the typical event if that is what the group desired. If we were to hold the traditional banquet there would need to be an increase in the fee due to budget constraints. Norm Bernaiche suggested holding an event at the hotel where the conference is held.

**Legislative:** Jim Michaud – Jim stated that the each Friday he sends out the updated spreadsheet regarding legislation. An important LSR to watch is LSR 195 dealing with Utility Valuation. This is a result of the meetings that were held over last summer that NHAAO member Scott Bartlett was a part of.

Another important bill to watch is HB 144 relative to changes in property assessments. This bill would require that the owner be notified of any change to their assessment. There was a discussion of whether the NHAAO should take a position or to send a letter pointing out the potential unintended consequences of this bill. **Norm Bernaiche made a motion for the President of the NHAAO to craft a letter to the House Municipal and County Government committee explaining potential consequences of this bill. It was seconded by Chuck Kurfehs. President Langille called for a vote; 16-0-0 in favor.**

Jim reported that he has been in contact with the Clyde Carson, Chairman of the House Municipal and County Government, to schedule a meeting to brief the committee on the NHAAO.

**Scholarship:** Lee Ann Provencher – Lee Ann stated that the committee met this morning and welcomed new member Doug Irvine. The committee is gearing up for increased fundraising this year. She stated that the committee was disappointed in the proposed budget for the Scholarship Committee. This will be revisited next month when the 2019 budget is presented and voted on.

**Membership:** Emily Goldstein – No Report.

**Publicity:** Bill Ingalls – Bill stated that he would like to set a deadline for changes to the 2019 Booklet. After a discussion it was set at March 1<sup>st</sup>. He asked that any changes to the Booklet (names, addresses, etc.) first be sent to Treasurer Scott Bartlett who will then notify Bill. He will send out a reminder via listserv.

**Elections:** Jon Duhamel – No Report.

**Finance:** Jim Rice – Jim briefly reviewed the 2019 budget. The preliminary budget shows the organization losing \$4,300. He asked the committee's to review their budget to see if we can reduce this deficit. The budget will be presented at the February meeting.

**Communications:** Dave McMullen – No Report.

**Ethics:** Kris McAllister – Kris stated she would like to have a committee meeting and install a Vice-Chairman of the committee.

#### **VIII. Other Reports from Boards and Departments:**

**NRAAO:** NRAAO Representative Rick Brideau – Rick had no report. Bill Ingalls, Chairman of the 2021 NRAAO Conference Committee, said that he would like to have a meeting of the committee members in February. He said that they have reserved the recently renovated Wentworth By-the-Sea for the conference which will be held May 23-26 in 2021. Rosann recommended putting a brochure together for sponsors highlighting the conference and where it is to be held.

Information regarding the NRAAO can be found at their website: [www.nraao.org](http://www.nraao.org).

**IAAO:** IAAO Representative Loren Martin and Kris McAllister – No Report.

For information visit the IAAO website at [www.iaao.org](http://www.iaao.org)

**ASB:** ASB Representative Dave Marazoff –Dave reviewed the meeting that occurred on the 21<sup>st</sup> of December. Chair Betsy Patten gave the 2018 annual report. They are proposing amendments to the 300 rules. Jim Michaud recently sent out the amendments via listserve. There will be a public hearing on January 28<sup>th</sup> at the DRA ***(this has subsequently been changed to February 4, 2019)***. The amendments will be sent to JLCAR for a hearing on March 15<sup>th</sup>. The next ASB meeting will still be on the 28<sup>th</sup> of January.

Visit the ASB website – <https://www.revenue.nh.gov/mun-prop/property/assessing-standards.htm>

**CUB:** Norm Bernaiche – Norm stated that there will be rulemaking hearing at 1pm on February 4, 2019 at the DRA with a regular meeting of the Board following the hearing. Any comments are due by February 14<sup>th</sup> and they will submit changes to JLCAR by March 1<sup>st</sup>. Similar to the ASB amendments, the changes for current use will be heard by JLCAR on March 15<sup>th</sup> as well.

CUB website - <https://www.revenue.nh.gov/current-use/index.htm>

**BTLA:** Vacant - No Report

[www.nh.gov/btla/](http://www.nh.gov/btla/)

**DRA:** Tom Hughes – Chuck Reese stated that they will be holding interviews soon for the vacant Director position.

**New Business:** Developing a NHAAO Facebook page was discussed. Jim Michaud said that many IAAO chapters currently have one and would be a way, over and above the website, to publicize who the NHAAO is and what we do. There were members on both sides of this issue and the discussion will continue at future meetings.

President Langille announced that he, Loren Martin and Norm Bernaiche met with the Commissioner of the DRA to introduce themselves and how we can work together in the future. At the December organizational meeting it was discussed of opening up listserve to State members of the NHAAO and the discussion amongst all members continued today. Marti Noel stated that if we opened listserve up to the state members we should consider town members, Selectmen/Board of Assessors, since they are paying members of the association as well. Several members were apprehensive since the DRA is an oversight agency and this should be a site for assessors to freely ask question amongst each other. Loren Martin spoke of being more inclusive regarding working with the DRA. Jim Michaud mentioned that, as we

found out a few years ago, our listserv conversations are open to 91-A requests. It was decided that the discussion would continue at a future meeting.

**Old Business:** None

**Adjournment:** There being no further business before the Association Board of Directors, President Langille asked for a motion to adjourn the meeting; no objection, 16-0-0, unanimous in favor, the meeting adjourned at 12:40 pm.

The next scheduled meeting will be held on **February 12, 2019** at the NHMA Center, Concord, NH.

Respectfully Submitted:

*James Commerford, CNHA*

James Commerford, CNHA, Secretary (Meredith)

**NHAAO Board of Directors Meeting**  
**Agenda**

January 8, 2019

**Pemigewasset River Room, Merrimack River Room**  
NHMA, Center at Triangle Park, 25 Triangle Park Drive, Concord, NH

Committee Meetings (if scheduled) 8:30 AM – 9:45 AM

Education Session: 10:00 AM – 10:45 AM

“How We Fund Public Services in NH” Phil Sletten & Barbara Reid

Business Meeting: 11:00 AM – 12:00 PM

**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 Kurfels

Merrimack – Kris McAllister

Rockingham – Emily Goldstein

Strafford – Nancy Miller

## 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
- q) Current Use Board
- r) DRA
- s) BTLA – *ND*

## III. New Business

- NHAAO Facebook Page
- Listserve/State Members Discussion

## IV. Old Business

## V. Adjournment

Next Scheduled Meeting: Tuesday, February 12, 2019

**NH BOARD OF DIRECTORS ATTENDANCE SHEET 2019**

**OFFICERS**

MEETING DATE: 1/8/19

President	<u>✓</u>	Dan Langille, Keene
1st Vice President	<u>✓</u>	Jim Rice, Durham
2nd Vice President	<u>✓</u>	Marti Noel, Milford
Treasurer	<u>      </u>	Scott Bartlett, Goffstown
Secretary	<u>✓</u>	Jim Commerford, Meredith
Past President	<u>✓</u>	Loren Martin, Merrimack

**REGIONAL DIRECTORS**

Region 1-Coos & Grafton	<u>✓</u>	Doug Irvine, Bedford
Region 2-Carroll & Belknap	<u>✓</u>	Todd Haywood, Greenland
Region 3-Merrimack & Sullivan	<u>✓</u>	Norm Bernaiche, Sunapee
Region 4-Hillsborough & Cheshire	<u>✓</u>	Jim Michaud, Hudson
Region 5-Rockingham & Strafford	<u>      </u>	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.