

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

**Tuesday December 11, 2018**

**Town Hall Annex**

Select Board members present: G. Cromwell, B. Ezell, and K. Caisse

Meeting called to order by Ezell at 6:30 PM

**Mark Stetson, CNHA, Assessor Supervisor, from Avitar**

- Stetson met with the SB to satisfy the requirements of the Department of Revenue Administration (DRA). He reviewed the revaluation process, scheduled to take place in 2019.
  - The purpose of the revaluation is to bring all of the assessments in town to market value.
  - The process takes place every five years.
  - Stetson reviewed the Preliminary DRA Assessment to Sales Ratio (see attachment)
    - He said that the market has appreciated some since April 1, 2014 and has every indication of continuing to move in that direction for April 1, 2019, barring any unforeseen economic circumstances.
  - Stetson said that the revaluation will start shortly after January 1, 2019, and be completed by October 1, 2019.
  - Stetson stated that the contract details the process of the revaluation process, but he summarized the key steps:
    - Inspect sale properties. (All other properties have been inspected over the past five years as part of the data verification process.)
    - Develop new values. Make sure the ratio of assessment to sales is close to 100%.
    - Field review. Drive every road in town and pull into every driveway to make sure that topography, building site conditions, views, etc. are consistently assessed.
    - Preliminary notices. Send a letter letting residents know what their new preliminary value is. The letter will include access to Avitar's website so residents can look at their assessments in detail, as well as a phone number to call with questions.
    - Once the process is complete, Avitar will deliver the finished product.
  - Stetson said as part of the process, Avitar will be assessing utilities. He said that there is currently legislation moving forward in Concord, NH, which would dictate how utility values are going to be derived. If the legislation goes into effect, Avitar would follow the statutory changes. If the changes don't happen in the 2019 legislative session, they are likely to happen in 2020.
- Stetson said that state statute requires that the first bill which goes out in June to be based on last year's assessment and half of last year's tax rate, plus whatever physical changes have taken place to a property.

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- The June bill is an estimate/credit toward the total bill which is calculated in the fall after the tax rate is set.
- Residents have until March 1, 2020, to file an abatement.
- Stetson said that it is important that residents don't use the 2018 tax rate to try to determine what their 2019 tax bill will be. He said residents that should wait until November 2019 when they know what the new tax rate will be.
- Ezell asked how to get Ruth Quinn's tax card changed. Stetson will look into the matter.
- Cromwell informed Stetson that Temple has one "unsafe" property: 69 Kullgren Rd.
- Ezell said that the URL to look at tax cards on Avitar's website does not work. Stetson said that he would take care of it.
- Cromwell told Stetson that the SB has found his staff very helpful.

**Lisa Mudge, NHLR, Real Estate Appraiser & Sam Greene, NHCR, Real Estate Appraiser Supervisor from State of NH Department of Revenue Administration (DRA)**

- Greene stated that the DRA does a review of Avitar's assessing work. He said that DRA will look at 12 property sales to make sure that they are qualified sales, including taking measurements and interviewing property owners.
- Greene said that the DRA also attends some of the public hearings and makes sure that Avitar is following their contract.
- Greene said that Avitar will produce a USPAP (Uniform Standards of Professional Appraisal Practices) report of their revaluation which is available for the public to view.
- Greene said that in 2019, the DRA will review Temple's assessing records.
  - He said that five years ago, when the town was last reviewed, the area that needed work was current use.
  - Greene encouraged the Select Board Assistant to work with Mudge over the next few months to discuss what the DRA will be looking for during the review process:
    - elderly exemptions (obtain financials every 5 years, but review annually)
    - veteran credits (send affidavits every year)
  - Greene provided the SB with a copy of the 2018 Assessment Review Standards
- Gail asked Greene and Stetson if a homeowner is required to let Avitar or DRA inside. Stetson replied no, however he said that he would have to estimate the appraisal.
- Stetson noted that solar panel value will now be assessed. He said that property owners wanting to take advantage of the solar exemption would have to file a one-time exemption application (PA 29) on or before April 15, 2019. Stetson said that he would provide the Select Board Assistant with a list of residents who have solar so that she can send them a letter informing them of the exemption.

**Steve Andersen**

- Ezell stated that Steve Andersen asked to postpone meeting with the SB until next week.

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**Possible Warrant Article – Suggested by the Town Clerk**

- Exemption for Prisoners of Wars: The legislative body of a city or town may adopt an ordinance waiving the fee to be charged for a permit to register one motor vehicle owned by any person who was captured and incarcerated for 30 days or more while serving in a qualified war or armed conflict as defined in RSA 72:28, V, and who was honorably discharged, provided the person has provided the city or town clerk with satisfactory proof of these circumstances.
  - The SB has no objection to adopting the warrant article. Cromwell said that warrant articles are usually put up in late January and stated that the town clerk should keep the SB posted. Caisse said the warrant article should be sent to attorney Drescher to review.

**Cindi Connolly – School District**

- Connolly said that she was coming to the SB as a concerned parent and citizen of the town to ask what the SB's thoughts are regarding the current situation and if a task force can be appointed to deal with it. She asked what we can do as a town to save the elementary school.
- Cromwell said that the date for petition warrant articles is January 8, 2019. She said that she attended a SAC meeting a few weeks ago and one of the thoughts was that a warrant article would be put up which would recommend getting rid of the middle school, have grades 7-12 in the high school and K-6 in the local schools. Cromwell said that whenever this is brought up that the superintendent says that the parents wouldn't want that. Cromwell asked Connolly what she thought the Temple parents wanted.
- Connolly said that she thought that the parents in Temple would support bringing the grades back to Temple.
- Connolly asked why Dublin gets to decide every year whether or not their fifth grade will stay in Dublin or move on to SMS and why Temple does not get the same option?
- Connolly said that 25 children in one first grade class with one teacher and one aide in Peterborough is an unacceptable ratio. She said that she thought the parents of Temple would agree that it is a ratio that they would not want their children up against.
- Connolly said that parents want the feeling of a small, family run school where their children are known, not just numbers. She said that the parents don't want the school to close.
- Cromwell suggested putting in a competing warrant article.
- Ezell said the planning board is aware of the situation and that the SB supports the parents. He said that he was approached informally by multiple parents in town who said that they would be willing to pull out of the district if that's what it takes.
- Connolly said that if Temple has no school that there is no attraction for young families to move here.
- Caisse asked Connolly to write a letter of intent to the SB Assistant, stating the name and intent of the committee.

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**Ambulance Budget**

- Gary Scholl reviewed the ambulance budget with the SB (see attachment)
- Scholl said that Temple is essentially subsidizing Greenfield.
- Scholl said that Wilton doesn't have substantial data to support the decision of the current percentages: 51% Wilton; 16.33% each: Greenfield, Lyndeborough, Temple.
- Ezell said that there needs to be a numbers person on the AAC (Ambulance Association Committee)
- Scholl said that after the first two quarters, shares should be put in order of call rates.
- Scholl and Caisse both plan on attending the AAC meetings.

**Request from the BAC to Appoint Ivy Bibler to BAC for remainder of term. March 2019**

- Cromwell made a motion to appoint Ivy Bibler to the BAC for the remainder of the term: March 2019. Caisse seconded the motion, all in favor.

**Request for Trust Fund Transfer to Highway Department**

- The SB signed the request for \$8000 for vehicle maintenance and repair.
- The SB also signed the request for \$3750.64 for cemetery maintenance.

**Other Business**

- Cromwell said that there were about 50 people at the Holiday Lighting Event and that it went well. The SB and Connie Kieley discussed putting a conduit near the tree in the future.
- Connie Kieley asked when the Holiday Lighting Report was due as well as the warrant article with the budget numbers. Cromwell said sometime in January and that the budget hearing is February 7, 2019.
- Caisse motioned to approve the minutes from November 27, 2018, pending minor changes. Cromwell seconded the motion, all in favor.
- Cromwell motioned to approve the minutes from December 4, 2018, pending minor changes. Caisse seconded the motion, all in favor.

**Public Comment**

- None

**Meeting Adjourned:** 8:00 PM. Motioned by Cromwell seconded by Caisse, all in favor.

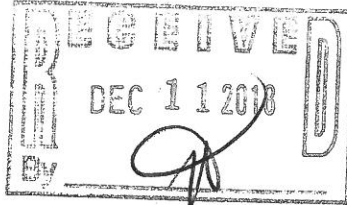
**Next Select Board Meeting:** Tuesday, December 18, 2018, at 6:30 PM in the Town Hall Annex.

Meeting minutes respectfully submitted by Tara Thomson, Assistant to the Select Board.



# **Avitar Associates of New England, Inc.**

***A Municipal Services Company***



**December 3, 2018**

**Town of Temple  
Board of Selectmen  
Tara Thomson  
P.O. Box 191  
Temple, NH 03084**


**Re: Preliminary DRA Assessment to Sales Ratio**

**Dear Tara & Board Members:**

Enclosed is the preliminary 2018 assessment to sales ratio analysis for the Town of Temple for the 35 qualified sales using the DRA's normal qualification criteria, which excludes foreclosures, bank sales, family transactions, estate sales and the like. This preliminary analysis indicates a median assessment to sales ratio of 95.29% and a coefficient of dispersion of 19.45. With the Board's approval, I will forward this information electronically to the DRA for the department's use in establishing the actual ratio. The Selectmen will need to sign the enclosed pink certification form. If you return it to me electronically, I will see that it gets submitted to the DRA.

Please know that I would be happy to meet with the Board to discuss these statistics, should the Selectmen so desire. Feel free to contact me, should you have any questions or comments.

**Very Truly Yours,**

  
**Mark Stetson, CNHA  
Assessor Supervisor**

MS/sjc  
Enclosures

**Sales Analysis Results**  
**Temple \*\*SAMPLE\*\* -- 12/02/2018**

Sales Analysis Statistics			
Number of Sales:	35	Mean Sales Ratio:	1.0017
Minimum Sales Ratio:	0.5625	Median Sales Ratio:	0.9529
Maximum Sales Ratio:	2.4677	Standard Deviation:	0.3192
Aggregate Sales Ratio:	0.9577	Coefficient of Dispersion:	19.4555
		Price Related Differential:	1.0459
Sales Analysis Criteria			
Sold: 10/1/2017 - 9/30/2018	Sale Ratios: 0.000 - 999.999		
Building Value: 0 - 99999999	Bldg Eff. Area: 0 - 99999999		
Land Value: 0 - 99999999	Land Use: ALL		
Current Use CR: 0 - 99999999	Acres: 0 - 99999999		
Year Built: 1600 - 2018	Trend: 0.000% Prior to 12/02/2018		
Story Height: ALL	Neighborhood: ALL		
Base Rate: ALL	Zone: ALL		
Qualified: YES	Unqualified: NO		
Improved: YES	Vacant: YES		
View: All	Waterfront: All		
Include Comm./Ind./Util.: YES			

## AMBULANCE BUDGET

### INCOME

	2019	Temple w/o Cap	2017	2018
Rev. fm Billing	\$ 250,000.00		\$ 156,000.00	\$ 175,000.00
Greenfield	\$ 60,665.66			
Lyndeborough	\$ 60,665.66		\$ 62,799.31	\$ 62,800.00
Temple	\$ 60,665.66	\$ 51,180.71	\$ 51,238.85	\$ 56,787.00
Wilton	\$ 189,429.30		\$ 129,398.93	\$ 129,400.00
<b>Total Income</b>	<b>\$ 621,426.28</b>		<b>\$ 399,437.09</b>	<b>\$ 423,987.00</b>

### EXPENSE

457(B) Plan	\$ 2,200.00		\$ 2,300.00	\$ 2,100.00
Administration	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00
Vehicle	\$ 19,500.00	150.6%	\$ 12,950.00	\$ 16,300.00
Building	\$ 16,150.00	60.5%	\$ 26,700.00	\$ 26,200.00
Contracted Svc	\$ 20,000.00	137.5%	\$ 14,550.00	\$ 14,550.00
Dues & Subs	\$ 700.00		\$ 700.00	\$ 700.00
Insurance	\$ 14,800.00		\$ 33,738.00	\$ 33,930.00
Labor	\$ 428,497.02	159.0%	\$ 269,551.00	\$ 300,000.00
Misc	\$ 3,000.00		\$ -	\$ -
Payroll Proc	\$ 1,800.00		\$ 1,800.00	\$ 1,800.00
Postage	\$ 200.00		\$ 200.00	\$ 200.00
Repairs	\$ 13,000.00	1733.3%	\$ 750.00	\$ 4,500.00
Supplies	\$ 15,500.00	135.4%	\$ 11,450.00	\$ 14,500.00
Telephone	\$ 3,000.00		\$ 3,600.00	\$ 3,000.00
Mileage	\$ 500.00		\$ 500.00	\$ 500.00
Training	\$ 15,000.00	230.8%	\$ 6,500.00	\$ 6,500.00
Uniforms	\$ 10,000.00	337.8%	\$ 2,960.00	\$ 5,000.00
Encumbered	\$ -		\$ 2,300.00	\$ -
<b>Tot Operations</b>	<b>\$ 566,847.02</b>		<b>\$ 393,549.00</b>	<b>\$ 432,780.00</b>
New Equip	\$ 58,083.00			
<b>Total Expense</b>	<b>\$ 624,930.02</b>			
<b>Income-Expense</b>	<b>\$ (3,503.74)</b>			