

**Town of Greenville  
Board of Selectmen  
Minutes – November 28, 2018**

Call to order in the Town Hall Meeting Room, 46 Main Street, Greenville at 6:00 p.m. Present: Chairperson Carla Mary, Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

**Meet with Mark from Avitar Re: Resident Revaluation Concerns**

The Selectmen met with Mark Stetson and Evan Roberge of Avitar and Sam Greene of the Department of Revenue to address public concerns voiced at the prior Selectmen's meeting. Mr. Stetson explained that assessing is controlled by state law, which requires that towns and cities value all property anew at a minimum of every five years, with the intent of bringing assessments to market value. He noted that, unfortunately, all property values do not change at the same rate, or even necessarily in the same direction. He discussed that multi-family properties dropped substantially five years ago, due to financing being unavailable, leading to more properties on the market and ultimately more foreclosures. These types of properties have not rebounded as quickly as single-family homes. He discussed the current homes available on the Multi Listing Service, and the speed with which homes have gone under agreement.

Michael Sadowski questioned why his property required a supervisor (Mr. Stetson) visit to correct the assessment of his lot as level. Mr. Stetson explained that topography is somewhat subjective. He explained that data accuracy is done over the 5-year cycle. For the revaluation, sales are visited to develop value tables for the entire town, and a field review is conducted, which involves pulling into every driveway to document the current status of properties. In the case of Mr. Sadowski's property, Mr. Stetson stated that Avitar respected the no trespassing signs posted on his property, so he had not entered the property until asked to do so during the preliminary value hearing. Mr. Stetson explained that land value is mostly weighted in the building site, so there is not a substantial value difference for additional acreage as part of the building lot.

Responding to questions about the sales data available, Mr. Stetson stated that there were 7 sales of multi-unit properties, but only 4 were used as qualified sales. He gave examples of unqualified sales, such as foreclosures or familial transfers. Residents present questioned the values of commercial properties such as The Country Mile and Dunkins. Jennifer Gould noted that due to a basically flat Town budget and the substantial increases in value for some properties, other properties had to have "tanked".

Sam Greene of the Department of Revenue discussed the Town's prior year equalization ration being approximately 85%, which indicated on average property was only valued at 85% of market value. He discussed that only Greenville's sales data can be used to determine market value. When asked about the number of sales available, Mark Stetson answered that 56 sales were available for the preliminary 2-year period, and that 28 sales (going back about 1 year) were used in the final analysis. He discussed that all owners have the ability to file for an abatement, and discussed the data that is needed to support a revised value. Chairperson Mary questioned if real estate appraisals have value. Mr. Greene

and Mr. Stetson both spoke to the scope of appraisals, which sometimes include sales from areas that are not good comps, and that local sales are more representative and therefore attributed more weight in a value determination. Mr. Greene discussed New Hampshire's reliance on local property tax to fund public education, discussing the Claremont decision, and encouraging residents to contact their legislators if they disagreed with this method of funding. The Town Administrator shared data regarding the reducing state aid which is impacting the local school portion of the tax rate.

Tim Washburn questioned valuation of his properties on a class 6 road. While Mr. Stetson did not have the specific parcel data available to discuss these specific properties, he discussed the general valuation impacts of developed and undeveloped land on class 6 roads as well as parcels which also have frontage on a class 5 road. Ms. Gould questioned who is responsible to review Avitar's work. Mr. Greene discussed the DRA's role, which involves verifying assessing work to confirm towns are adhering to the law, and clarified that market value is the methodology required by NH statute. Mr. Green directed residents to access the USPAP manual developed by Avitar to review the method used in determining values. He also discussed the upcoming review of assessing office practices as another function of the DRA's oversight. He discussed the tax rate setting process. Mr. Stetson noted that nothing prohibits the Town from doing a full revaluation in less than 5 years if the market changes.

Mr. Sadowski questioned if Mr. Stetson had been given access to Pilgrim Foods. Mr. Stetson answered that he had been through most of the building a few years ago, save for some clean rooms and other inaccessible areas. Mr. Washburn questioned if view tax is assessed. Mr. Stetson explained that there is no separate view tax, but view would be a component of the overall value. Attendees expressed concern that the values and resulting shift of the tax burden to single-family properties is unfair. Mr. Greene expressed again that any property owner is entitled to file an abatement. He discussed the process including appeals. Sharon Sylvia questioned the fairness of Greenville Falls payment in lieu of taxes, as there are now families with children residing there. The Town Administrator explained that, regardless of presented information or decisions when the facility was built, their current payment in lieu of taxes is calculated per a state statute relative to non-profit housing. Ms. Gould suggested that tough decision will need to be made to reduce Town spending. Bob McCreery asked if site contamination would reduce a property's value. Mr. Stetson discussed the potential to obtain a state/federal designation as a brownfields site.

The Town Administrator asked Mr. Stetson what would be involved in a revaluation done sooner than the required 5-year schedule. He answered that they may be able to do a statistical analysis which would reduce work and therefore cost. Chairperson Mary thanked everyone for their participation in the discussion.

#### **Meet with Dave Brennan of Utility Partners**

The Selectmen reviewed a notice of a sampling violation for raw water Total Organic Carbon. Chairperson Mary noted that this was the 2<sup>nd</sup> such violation. Dave Brennan acknowledged that the failure was his, and he agreed it was unacceptable. The Selectmen reviewed UP Area Manager Rob Lauricella's email regarding the action plan to ensure samples will not be missed. The Town Administrator noted that Mr. Lauricella was not available for this meeting due to prior commitment. The Selectmen agreed that they wanted Mr. Lauricella at their next business meeting. Mr. Brennan

discussed approved SOC and VOC waivers, which will require public notice in addition to the violation notice. He discussed a quote he had obtained from Underwater Solutions to attempt to address process issues at the water treatment plant. Due to the quoted cost, they will attempt to address in-house first by draining down the settling basin. Chairperson Mary asked several questions based upon her in-depth knowledge of the plant. She was concerned at Mr. Brennan's description of overflow to the contact tank. Chairperson Mary and Selectwoman Bickford agreed to visit the plant Monday, December 3, 2018 in a posted work session. The Selectmen reviewed the CPI adjustment documentation provided for the upcoming Utility Partners contract year. No action was taken. The Selectmen reviewed the provided quote for a newly required sampling schedule for cryptosporidium. The required testing could be done twice per month for 1 year, or once a month for 2 years. Selectman Reardon questioned the impetus for this new sampling. It was answered that the requirement is due to the Town's source being a reservoir (surface water system). As this was outside the previously known sampling under the contract, funding for this would come from the annual water budget or expendable trust. Chairperson Mary expressed her preference to complete the sampling in one year.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectwoman Bickford, to sample cryptosporidium twice per month in 2019 and to fund said sampling with the Water Expendable Trust Fund.**

**Motion carried with 3 in favor, none opposed.**

Mr. Brennan discussed an anticipated increase to Aries Chemical's per pound cost for ferric chloride, due to the offload time. Mr. Brennan is investigating whether the truck's compressor could be utilized to speed up the delivery time. Chairperson Mary noted that the chemicals are needed regardless. She asked if Aries could offload to the alternate location discussed at a previous meeting. Mr. Brennan answered that the trucking company has indicated the distance is too far.

#### **Tree at 84 Livingston Road**

Mr. Casson met with the Selectmen regarding reconsideration of his request to declare a tree on or adjacent to his property a hazard. The Town Administrator relayed the Town Attorney's advice about determining of the Town's right-of-way, and that the cost to define would exceed the cost to remove the tree. She discussed that the Road Agent was seeking quotes to determine the cost of removal. Miles Horsley offered contact information for another local tree company, Woody's Tree Service. Mr. Casson expressed his willingness to provide clean-up if the tree were dropped and left. The Selectmen asked the Town Administrator to poll them individually for approval if a quote were obtained in the coming week.

#### **New Business:**

##### **2019 Budgets: General Government Buildings, Treasurer, Cemetery, Library**

The Selectmen reviewed the 2019 General Government Buildings budget. The Town Administrator noted that Chuck Langille had agreed to return to the Town Hall as custodian, and the line-item may need to be adjusted to account for increased hours for repair projects. Selectwoman Bickford questioned the amount budgeted for tax deeding, as it had not been expended this year. The Town Administrator discussed the costs associated with tax deeding, including the Board's precedent for removing poor condition mobile homes. There were no other questions. The Selectmen reviewed the Treasurer's budget. The Town Administrator noted the reduction of the supply budget, which had previously been increased for training, as well as the increase in salary which was calculated based on the Board guidance of 3%. In reviewing the Cemetery budget, Chairperson Mary asked the Town Administrator to contact Jim Hartley to determine the status of monument restorations. The Selectmen

reviewed the Library budget submission. The Town Administrator pointed out increases in salaries and benefits. Selectwoman Bickford requested last year's budget breakdown for comparison at the next meeting.

**Affidavit from Town Attorney Re: 18/20 Main Street**

The Selectmen reviewed an affidavit drafted by the Town Attorney Biron Bedard to address concerns raised by legal counsel for the current owner of 18/20 Main Street about the progression of title, as a corrective tax deed was filed. The Town Administrator explained that the affidavit is meant to clarify that tax liens associated with the Saunders (former) ownership have been resolved, and that the Town does not assert any interest in the real estate.

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to authorize Chairperson Mary to sign the affidavit regarding 18/20 Main Street.**

**Motion carried with 3 in favor, none opposed.**

**Quote for Potential Warrant Article: Pool House**

The Selectmen reviewed the quote obtained from Wolf Rock Construction for the purpose of drafting a warrant article for exterior renovation of the pool house. The Town Administrator noted that the siding cost was based on upgraded panels discussed with Ken Spacht when reviewing the scope of the project. The Selectmen discussed the critical elements being basic siding and asphalt roofing. The Town Administrator noted the need to replace at minimum the double doors, which are rotted at the bottom. The Selectmen reviewed the funds available in the Pool Repair Expendable Trust and discussed partially funding the improvements to limit the amount raised by taxes. They requested that the Town Administrator obtain a revised quote to reflect traditional siding in order to finalize the amount proposed in a warrant article.

**Inquiry Regarding Solar Energy Development**

The Selectmen reviewed an email submitted via by Chad Whitaker of Clean Generation requesting that the Town consider entering talks with the company to develop solar sights on Town property. The Selectmen did not feel the Town had any viable land for this type of development at this time.

**Pitney Bowes Postage Purchasing**

The Town Administrator explained that her office wished to convert to a pre-paid postage model in order to avoid the finance charges associated with our current postage system.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Reardon, to authorize the Town Administrator to sign the Pitney Bowes account set-up paperwork.**

**Motion carried with 3 in favor, none opposed.**

**Miscellaneous**

The Town Administrator provided options for replacement chairs for the meeting room. Selectwoman Bickford suggested checking used office furniture stores. The Board identified the general style they would want, whether used or new.

**Signature Folder**

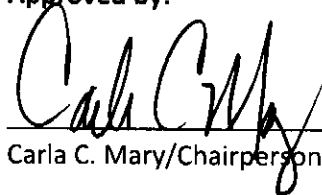
**The Selectmen:**

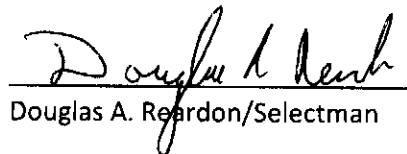
- Reviewed, discussed, and approved the minutes of the November 14, 2018 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved the 2018 DRA Equalization Certificate.
- Reviewed, discussed, and approved Purchase Orders: Fire Dept. – Fire Tech, Beltronics (2).
- Reviewed, discussed, and approved a Purchase Order: Highway – Morton Salt.
- Reviewed, discussed, and approved a Purchase Order: Clerk/Tax – Twin Rivers Office.
- Review, discuss, and approve Veteran's Exemption: Manning, Map 5 Lot 29.

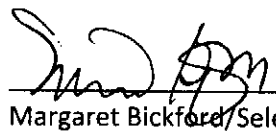
**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectwoman Bickford, to adjourn the meeting at 8:30 p.m.**  
**Motion carried with 3 in favor, none opposed.**

**Submitted by:** Tara Sousa/Town Administrator

**Approved by:**

  
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Carla C. Mary/Chairperson

  
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Douglas A. Reardon/Selectman

  
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Margaret Bickford/Selectwoman