

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

**Minutes
May 14, 2019
NHMA Center, Concord, NH**

Education Session: Introduction of the new Municipal and Property Division Director of the NHDRA James Gerry and Director of the Municipal Bond Bank Tammy St. Gelais.

- I. Call to Order – President Dan Langille.**
- II. Roll Call - A Quorum of Members being present, 14 members present. Meeting began at 11:00 am.**
- III. Secretary's Report:** Secretary Commerford stated that the minutes from the April 9, 2019 meeting were sent to members via listserve email and asked for a motion to accept these minutes. **Jim Michaud made a motion to approve the minutes as written, seconded by Jim Rice. President Langille called for a vote; 14-0-0 in favor.**
- IV. Treasurer's Report:** Scott Bartlett passed out a Treasurer's Report and Income and Expense Statement dated May 13, 2019. He asked for a motion to approve the Treasurer's Report. **Todd Haywood made a motion to approve the Treasurer's Report as presented, seconded by Loren Martin. President Langille called for a vote, 14-0-0 in favor.**

There was a question regarding the cost of the storage unit and whether we still needed to rent one. Scott Bartlett said that he inspected the unit recently and it still quite full with documents, an overhead projector and a sound machine. Loren Martin offered space at the Avitar Offices. It was suggested that we take an inventory of the unit first and then make a recommendation as to what needs saving. President Langille asked for volunteers to go through the unit and catalog the items. Karen Marchant and Rosann Maurice-Lentz volunteered.

- V. Communications/Announcements:** None
- VI. Regional Directors/County Directors Reports:** No Report

VII. Committee Reports:

By Laws: Tim Ballantine & Robert Gagne – Tim stated that the committee met electronically to address the request from President Langille to look at adding language to the Ethics Rules pertaining to how many copies a complainant should send. The committee is recommending replacing the first line of Rule 2.8.4 (B) with “The Complainant shall provide six copies of the complaint to the Chair of the Ethics Committee.” **Scott Bartlett made a motion to amend the first line of Rule 2.8.4 (B) as proposed by the By-laws Committee Chair. Seconded by Jim Rice. President Langille called for a vote, 14-0-0 in favor.**

Bill Ingalls stated that the Assessing Staff Member of the Year Award needs to be added to our Rules and Procedures. President Langille asked the committee to look into this and to bring a recommendation forward.

Certification: Rosann Maurice-Lentz – Rosann brought up concerns regarding the future of the CNHA designation. Over the last several years there have been very few individuals who have tested for the CNHA exam, however, during the same period there have been many who have attained the certification level of Supervisor. She feels, as do others, that there should be a testing requirement to be certified at the Supervisor level. Rosann believes that both can work in cooperation with each other and said the Supervisor certification was a requirement for her job but the CNHA designation gave her the confidence to perform the tasks of being an assessor. Norm Pelletier said that the CNHA designation demonstrates that an individual has well-rounded knowledge to be an assessor. Scott Bartlett felt that the CNHA designation could be eliminated and become the Supervisor level (or vice versa) and be administered by the DRA. Loren Martin stated that the ASB has a sub-committee that is dealing with certification levels and they have a meeting on Monday which may be a good time to bring our concerns to their attention. Loren said the meeting on Monday will be in Room 303 of the LOB and has 3 topics - views at 11am, certification at noon and charitable and religious exemptions at 1pm. Scott asked if we should authorize Rosann, as chair of the committee, to bring to the ASB the idea of transferring the administration of the CNHA designation to the DRA. Norm Bernaiche felt we should begin by bringing this issue to the new DRA Director, Mr. James Gerry. It was decided that since Mr. Gerry has already asked to meet with a small group of assessor’s to discuss various topics that the DRA would be a good place to start with this issue.

Norm Pelletier stated that re-certification credits will now be tracked by Jim Commerford.

Norm Bernaiche announced that Norm Pelletier will be retiring from Salem at the end of the month and thanked Norm for his many years of service to the NHAAO. Congratulations and thank you Norm!

Education: Verna Sharpe –Verna stated the committee met this morning and have some great ideas for the conference. She reported that there are 18 individuals signed up for State Statute I. Course 300 will be held next week and Verna thanked Loren and Avitar for hosting the course. The USPAP Update class will be held on May 29th in Portsmouth. Upcoming courses in June are 2 excel courses, Exemptions and Credits class, and Data Modeling for Assessors. State Statutes II will be held starting September

16th, Marshall Swift Residential Cost Approach on October 15/16 and IAAO 600-Cadastral Mapping starting on November 4th. The State Statute Update course will only be offered once this year on November 15th.

Nominating: Loren Martin – Loren stated that the committee met this morning and they are asking for nominations for the Lawton B. Chandler Award and the Assessing Staff Member of the Year Award. They are also seeking nominations for Regional and County Directors. Anyone with interest should contact Loren or a member of the committee. Also, the terms are expiring for the four assessing members of the ASB. Anyone interested should contact Loren.

Conference: Marti Noel – No Report.

Legislative: Jim Michaud – Jim stated the committee communicated by e-mail to review options for a legislative tracker for next year. The options were retaining our current tracker – Demers, Blaisdell and Prasol – at \$3,500 per year or changing to NHMA at \$2,500. The committee has recommended using NHMA for tracking. It was reiterated by Jim that the committee has been very pleased with the work of our current vendor and that this was strictly a cost decision. **Scott Bartlett made a motion to terminate the contract with Demers, Blaisdell and Prasol as of July 1, 2019. Jim Commerford seconded. All in favor 14-0-0. Kris McAllister motioned to contract with NHMA for 2020 legislative tracking services beginning in January in the amount of \$2,500. Seconded by Scott Bartlett. All in favor 14-0-0.**

Bob Gagne asked if HB 700 has been signed. Jim stated that there will be a signing ceremony shortly.

Scholarship: Lee Ann Provencher – Lee Ann reported that the committee has approved one Steve Tellier Scholarship. Lee Ann reminded all that the Cornhole tournament benefitting the Steve Tellier Scholarship will be held on June 15th at the Ultimate Sports Academy located at 201 Allard Drive in Manchester. The cost is \$50 per team. Lee Ann stated that the committee has received over \$2,500 in sponsorships so far. The registration forms will be on-line this week. They will be limiting the tournament to 46 teams.

Norm Pelletier stated that the Steve Tellier Memorial Golf Tournament will be held Monday August 19th. Norm said he moved it to Monday due to traffic issues on Friday afternoons.

Membership: Emily Goldstein – No report

Publicity: Bill Ingalls – Bill brought the 2019 Directories with him today. Those that don't get picked up today will be mailed out.

Elections: Jon Duhamel – No Report.

Finance: Jim Rice – No Report.

Communications: Dave McMullen – No Report.

Ethics: Kris McAllister – Kris stated that the Committee has been meeting recently both electronically and in person.

VIII. Other Reports from Boards and Departments:

NRAAO: NRAAO Representative Rick Brideau – Bill Ingalls gave an overview of the recent NRAAO conference. He reminded everyone that we will be hosting in 2021 and will be reaching out to the committee soon to go over ideas that he has. Next year's NRAAO conference will be in Atlantic City at the Hard Rock Café.

President Langille announced that the 2019 Sherry Vermilya Award was presented to Jim Rice at this year's NRAAO Conference. Congratulations Jim! Also, Ellen Brideau received the Catherine E. Pardee Memorial Award. Congratulations Ellen!

Information regarding the NRAAO can be found at their website: www.nraao.org.

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

For information visit the IAAO website at www.iaao.org

ASB: ASB Representative Dave Marazoff – A discussion was held involving the ASB as part of the CNHA/Supervisor debate under Certification.

Also, Norm Bernaiche asked Loren Martin what the discussion the ASB is having about the Charitable and Religious Exemptions. Loren stated that this stems from some recent decisions that have been issued regarding the charitable exemption. The language in the law is not clear as to who qualifies and why and many towns interpret the RSA's differently. The ASB has some concerns regarding this and want to take a look to see if this is an issue they need to address. Jim Michaud said that NHMA has a standing policy seeking clarification of the definition of charitable relating to the property tax exemptions.

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

CUB: Norm Bernaiche – Norm reported that there will be a public hearing on the rules on June 10th at 9:00 am at the DRA and will go to JLCAR on June 21st.

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

BTLA: Tom Hughes – Tom stated that the Board is working on the Northeast Utilities case. Tom answered two questions regarding case searches on the BTLA website. He said that the technology is somewhat outdated and that the cases in the search are updated monthly.

BTLA website - www.nh.gov/btla/

DRA: James Gerry – Mr. Gerry introduced himself during today’s education session.

New Business: Jim Michaud said that the NHMA was asked by a community if they offered elected officials any assessing training. The NHMA reached out to Jim to see if the NHAAO would consider creating training for elected officials on the assessing process. Some of the ideas put forth were the state statute classes, possibly adding an education session at the conference geared more towards elected officials or piggybacking onto the 1 day Selectmen’s workshop that is currently offered by the NHMA. President Langille asked the Education Committee to look into this and provide a recommendation.

Verna Sharpe stated that she was approached after today’s education session by new DRA Director James Gerry to see if we were interested in having a small delegation from the NHAAO meet with him to discuss various items. President Langille asked for volunteers. Those volunteering included Todd Haywood, Rosann Maurice-Lentz, Bill Ingalls, Norm Bernaiche, Scott Bartlett, Loren Martin, Dan Langille and Bob Gagne.

Old Business: Bob Gagne stated that the Lawton Chandler Award still needs a home and asked for any ideas. Two ideas were to hang it at the State House or have each year’s recipient take it for a year. Jim Michaud said he will re-approach the NHMA to see if they had any space for it.

Adjournment: There being no further business before the Association Board of Directors, President Langille asked for a motion to adjourn the meeting; no objection, 14-0-0, unanimous in favor, the meeting adjourned at 12:10 pm.

The next scheduled meeting will be held on **June 11, 2019** at the NHMA Center, Concord, NH.

Respectfully Submitted:

James Commerford, CNHA

James Commerford, CNHA, Secretary (Meredith)

NHAAO Board of Directors Meeting

Agenda

May 14, 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

Meet the new director of DRA- Municipal & Property Division: James Gerry

Business Meeting: 11:00 AM – 12:00 PM

Call to order – President– Dan Langille

I. Roll call– Members

1st Vice President – Jim Rice

2nd 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

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 – Kris McAllister
- p) Assessing Standards Board Rep – Dave Marazoff
- q) Current Use Board
- r) DRA
- s) BTLA

III. New Business

- Assessing Education for town select boards

IV. Old Business

V. Adjournment

Next Scheduled Meeting: Tuesday, June 11, 2019

NH BOARD OF DIRECTORS ATTENDANCE SHEET 2019

OFFICERS

MEETING DATE: 5/14/19

President	<input checked="" type="checkbox"/>	Dan Langille, Keene
1st Vice President	<input checked="" type="checkbox"/>	Jim Rice, Durham
2nd 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 type="checkbox"/>	Doug Irvine, Bedford
Region 2-Carroll & Belknap	<input checked="" type="checkbox"/>	Todd Haywood, Greenland
Region 3-Merrimack & Sullivan	<input checked="" type="checkbox"/>	Norm Benaiche, Sunapee
Region 4-Hillsborough & Cheshire	<input checked="" type="checkbox"/>	Jim Michaud, Hudson
Region 5-Rockingham & Strafford	<input checked="" type="checkbox"/>	Norman Pelletier, Salem

COUNTY DIRECTORS

BELKNAP Deb Derrick, Laconia

HILLSBOROUGH Chuck Kurfchs, 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

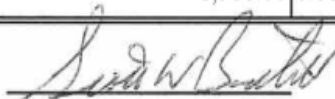
*11 members required for a quorum.

NH ASSOCIATION OF ASSESSING OFFICIALS

Income and Expense Statement

May 14, 2019

OFFICERS	Actual Income	BUDGETED INCOME	Actual Expenses	BUDGETED EXPENSES
President	0.00	0.00	\$992.86	1,500.00
Secretary	0.00	0.00	0.00	100.00
Treasurer	7,795.00	8,500.00	1,195.36	1,918.00
TOTAL OFFICERS	7,795.00	\$8,500.00	2,188.22	\$3,518.00
COMMITTEES				
By-Laws	0.00	0.00	0.00	25.00
Certification	0.00	300.00	80.00	300.00
Communications	0.00	0.00	26.95	300.00
Conference	0.00	5,650.00	799.41	6,025.00
Education	5,615.00	50,000.00	5,081.91	50,000.00
Elections	0.00	0.00	0.00	535.00
Ethics	0.00	0.00	459.45	25.00
Finance	0.00	0.00	1,304.00	1,210.00
Legislative	0.00	0.00	1,750.00	3,500.00
Membership	0.00	0.00	0.00	280.00
Nominating	0.00	0.00	50.00	300.00
Publicity	2,680.00	2,250.00	0.00	2,500.00
Scholarship	1,930.00	900.00	650.00	2,900.00
<i>(NHAAO Account) 350.00</i>			<i>650.00</i>	
<i>(Steve Tellier Scholarship Fm 1,580.00)</i>				
NRAAO Conference	2,000.00	0.00	0.00	500.00
TOTAL COMMITTEES	\$12,225.00	\$59,100.00	\$10,201.72	\$68,400.00
TOTAL BUDGET	\$20,020.00	\$67,600.00	\$12,389.94	\$71,918.00
Steve Tellier Scholarship Fund	Starting Balance	Income	Expense	Current Bal
	720.00	1,580.00	0.00	\$2,300.00


 Scott W. Bartlett, Treasurer

Date 5/13/19

NH ASSOCIATION OF ASSESSING OFFICIALS

Treasurer's Report

May 14, 2019

Beginning Balance April 9, 2019		\$30,179.60
Steve Tellier Fund		\$720.00
NHAAO Account		\$29,459.60
INCOME		
	Treasurer Dues	\$885.00
	NRAAO Advance for Conference	\$2,000.00
	Scholarship Steve Tellier - Cornhole-Refund Deposit	\$350.00
	Scholarship Steve Tellier - Cornhole	\$1,580.00
	Education Course Fees	\$680.00
Total Income		\$5,495.00
EXPENSES		
	Education IAAO 300 Cert	\$4,005.00
	Education Refund	245.00
	Conference Meeting Snacks	64.64
	President NRAAO Conference	900.88
	President Flowers	91.98
	Ethics Copies	\$459.45
	Treasurer Storage Unit	\$546.00
Total Expenses		\$6,312.95
Ending Balance May 14, 2019		\$29,361.65
Steve Tellier Fund		\$2,300.00
NHAAO Account		\$27,061.65