

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

**Minutes  
June 11, 2019  
NHMA Center, Concord, NH**

**Education Session: Current Use Board Update-Proposed Changes-Presented by Norm Bernaiche and Mary Pinkham-Langer.**

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

**II. Roll Call - A Quorum of Members being present, 17 members present. Meeting began at 11:00 am.**

**New Members/Guest** – Steven Griffin was introduced, he will be replacing Mary Pinkham-Langer as the DRA Gravel Appraiser. Jason Call introduced his youngest son Sam who will be working with Jason this summer. Welcome to both of you!

**III. Secretary's Report:** Secretary Commerford stated that the minutes from the May 14, 2019 meeting were sent to members via listserv email and asked for a motion to accept these minutes. **Todd Haywood made a motion to approve the minutes as written, seconded by Jim Rice. President Langille called for a vote; 17-0-0 in favor.**

**IV. Treasurer's Report:** Scott Bartlett passed out a Treasurer's Report and Income and Expense Statement dated June 11, 2019. He asked for a motion to approve the Treasurer's Report. **Jim Commerford made a motion to approve the Treasurer's Report as presented, seconded by Jim Michaud. President Langille called for a vote, 17-0-0 in favor.**

**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 rules and procedures regarding the new award for Assessing Staff member of the year. The committee is recommending the following addition to Rule 3.1.11 (a):

Recommend a slate of officers and county directors in the absence of other qualified/nominated candidates; designate a town or city assessing official as recipient of the “Lawton B. Chandler Award” ***and the “Assessing Staff Member of the Year” for outstanding contributions*** to assessing practice in New Hampshire; and recommend to the Board of Directors nominations for offices that have been vacated mid-year. (changes underlined in bold italics).

**Scott Bartlett made a motion to accept the recommendations from the By-laws committee, seconded by Jim Rice. President Langille called for a vote, 17-0-0 in favor.**

**Certification:** Rosann Maurice-Lentz –Rosann stated that the ASB is currently reviewing certification levels and the criteria for the supervisor level certification. As we discussed last month there is overlap between the CNHA designation and the DRA Supervisor level designation and we discussed whether there was a need for both. Kris McAllister, Chair of the Ethics committee, stated that her committee recently met with a group from the DRA regarding overlapping roles and felt the DRA is open to working with our group to clarify duties. The ASB sub-committee on Certification will meet on June 21<sup>st</sup> at 10:00 am at the DRA and Rosann said it was important to have a voice in these discussions. Scott Bartlett recommended forming a sub-committee to meet over the summer to explore if there is a need for both the CNHA and the Supervisor designation and what suggestion we should make to the ASB. Rosann will lead the committee that includes Todd Haywood, Kris McAllister and Jim Rice. Dave Marazoff, as our ASB representative, will also be on the committee. Anyone else wishing to be a part should contact either Rosann or President Langille.

The above discussion also included the duality of the NHAAO Ethics committee and the ASB/DRA ethics rules. Currently, these are two independent groups, however, it appears that both sides would like to have a relationship and forge a common ground by possibly formulating a memorandum of understanding between both parties.

It was noted that since Mary Pinkham-Langer will be retiring soon she asked that after June 21<sup>st</sup> any recertification credits be sent to:

NH Department of Revenue  
Municipal and Property Div-DRA Certification  
PO Box 487  
Concord, NH 03302-0487

**Education:** Verna Sharpe – Jim Rice stated that there are three classes this week including two excel courses and the Exemption and Credit course presented by Verna Sharpe and Louse Brown. There will be a Data Modeling course on June 17<sup>th</sup>, State Statutes II on September 16<sup>th</sup> to 19<sup>th</sup>, IAAO 162-Marshall/Swift Residential Cost Approach on October 15<sup>th</sup> and 16<sup>th</sup>, Cadastral Mapping on November 4<sup>th</sup> to 8<sup>th</sup> and State Statutes Update on November 15<sup>th</sup>.

Jim reminded the group to review the education policies regarding cancellation reimbursements that are listed on the NHAAO website.

**Nominating:** Loren Martin – President Langille reminded the group regarding submitting nominations to Loren for ASB candidates.

**Conference:** Marti Noel – Marti reported that the DJ for the event has been secured.

**Legislative:** Jim Michaud – Jim stated the committee notified our legislative tracker, Demers, Blaisdell and Prasol of the Board’s decision to terminate the contract as of July 1, 2019. Jim said that Mr. Demers contacted Jim and offered to track legislation for the remainder of the year at no charge. The legislative committee is recommending accepting Mr. Demers’ offer. **Scott Bartlett made a motion to accept the offer from Demers, Blaisdell and Prasol to continue legislative tracking at no charge for the rest of 2019. Seconded by Kris McAllister. All in favor, 17-0-0, motion passes.**

Jim reported that the 2019 legislative season is wrapping up and recommended we all closely monitor what is included in the trailer bills. HB 700 should have a signing ceremony soon. Jim mentioned that there were two solar bills this session. One was voted ITL but the other is still ongoing. Jim said those communities that have adopted solar should review the language in the bill to see how it may affect them.

**Scholarship:** Lee Ann Provencher – Lee Ann reminded all that the Cornhole tournament benefitting the Steve Tellier Scholarship will be held this coming Saturday June 15<sup>th</sup> 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 and have many raffle prizes. There is also a t-shirt for sale commemorating the event. Beth Charlebois’ husband has designed 2 custom cornhole boards that will be raffled off.

**Membership:** Emily Goldstein – Emily reported that the committee is reviewing the levels of membership and will bring a recommendation to the board at the September meeting.

**Publicity:** Bill Ingalls – Bill stated that most of the booklets have either been handed out or mailed. Bill said this will be his last year putting together the booklet and is looking for someone to take over the project. The Board thanked Bill for his efforts.

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

**Finance:** Jim Rice – No Report.

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

**Ethics:** Kris McAllister – There was a discussion during the Certification section of these minutes regarding the interplay between the NHAAO Ethics Committee and the ASB/DRA ethics rules and procedures.

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

**NRAAO:** NRAAO Representative Rick Brideau – The 2020 NRAAO conference will be held the last week in April in Atlantic City at the Hard Rock Hotel.

Bill Ingalls stated that he will be contacting individuals separately this summer regarding the conference the NHAAO is hosting in 2021.

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

**IAAO:** IAAO Representative Kris McAllister – No Report.

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

**ASB:** ASB Representative Dave Marazoff – Dave stated that there are 3 ASB subcommittees and they will all be meeting on June 21<sup>st</sup> at the DRA. They are Reviewing View Statistics at 9am, Certification at 10am and Tax Exempt Properties at 11:00am.

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

**CUB:** Norm Bernaiche – The report was part of today’s education session.

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

**BTLA:** Tom Hughes – Tom said that the decision database on their website is updated monthly.

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

**DRA:** James Gerry – Mary Pinkham-Langer will be retiring at the end of June after 33 years with the department. Congratulations, thank you and good luck Mary!!

**New Business:** None

**Old Business:** Karen Marchant and Rosann Maurice-Lentz reviewed the contents of the storage unit recently. They will go through things to see what should be kept and what can be thrown out. Both felt that it is important to digitize some of these documents. Scott Bartlett reiterated the need for the NHAAO to have an historian.

**Adjournment:** There being no further business before the Association Board of Directors, President Langille asked for a motion to adjourn the meeting; no objection, 17-0-0, unanimous in favor, the meeting adjourned at 12:10 pm.

The next scheduled meeting will be held on **September 10, 2019** at the NHMA Center, Concord, NH.

Have a great summer!!

Respectfully Submitted:

*James Commerford, CNHA*

James Commerford, CNHA, Secretary (Meredith)

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

June 11, 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

Current Use Board Update, A Walk in the Woods with Norm

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

## **III. New Business**

## **IV. Old Business**

## **V. Adjournment**

Next Scheduled Meeting: Tuesday, September 10, 2019

**NH BOARD OF DIRECTORS ATTENDANCE SHEET 2019**

**OFFICERS**

MEETING DATE: 6/11/19

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

**REGIONAL DIRECTORS**

Region 1-Coos & Grafton	<input checked="" 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 Bernaiche, 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 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

June 11, 2019

<b>Beginning Balance May 14, 2019</b>		<b>\$29,361.65</b>	
<b>Steve Tellier Fund</b>		<b>\$2,300.00</b>	
<b>NHAAO Account</b>		<b>\$27,061.65</b>	
<b>INCOME</b>			
	Education	Course Fees	\$11,335.00
	Scholarship	Steve Tellier - Cornhole	\$630.00
	Scholarship	Steve Tellier - Cornhole	\$425.00
	Treasurer	Dues	\$245.00
	Treasurer	Dues	\$60.00
<b>Total Income</b>			<b>\$12,695.00</b>
<b>EXPENSES</b>			
	Education	Lunch	\$512.57
	Education	State Statute Lunch	543.58
	Education	Course Lunch	115.27
	Education	Course Fee	1,875.00
	Legislative	Contract	875.00
	Publicity	Mailing & processing Directories	\$778.25
	Publicity	Mailing & processing Directories	\$50.87
	Scholarship	Steve Tellier Scholarship	\$750.00
<b>Total Expenses</b>			<b>\$5,500.54</b>
<b>Ending Balance June 11, 2019</b>			<b>\$36,556.11</b>
<b>Steve Tellier Fund</b>			<b>\$2,605.00</b>
<b>NHAAO Account</b>			<b>\$33,951.11</b>

**NH ASSOCIATION OF ASSESSING OFFICIALS**

Income and Expense Statement

June 11, 2019

<b>OFFICERS</b>	<u>Actual Income</u>	<u>BUDGETED INCOME</u>	<u>Actual Expenses</u>	<u>BUDGETED EXPENSES</u>
President	0.00	0.00	\$992.86	1,500.00
Secretary	0.00	0.00	0.00	100.00
Treasurer	8,100.00	8,500.00	1,195.36	1,918.00
<b>TOTAL OFFICERS</b>	<b>8,100.00</b>	<b>\$8,500.00</b>	<b>2,188.22</b>	<b>\$3,518.00</b>
<b>COMMITTEES</b>				
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	16,950.00	50,000.00	8,128.33	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	2,625.00	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	829.12	2,500.00
Scholarship	2,985.00	900.00	1,400.00	2,900.00
<i>(NRAAO apptmt) 330.00</i>			<i>650.00</i>	
<i>(Steve Tellier Scholarship Fund 2,635.00)</i>			<i>750.00</i>	
NRAAO Conference	2,000.00	0.00	0.00	500.00
<b>TOTAL COMMITTEES</b>	<b>\$24,615.00</b>	<b>\$59,100.00</b>	<b>\$15,702.26</b>	<b>\$68,400.00</b>
<b>TOTAL BUDGET</b>	<b>\$32,715.00</b>	<b>\$67,600.00</b>	<b>\$17,890.48</b>	<b>\$71,918.00</b>
<b>Steve Tellier Scholarship Fund</b>	<b>Starting Balance</b>	<b>Income</b>	<b>Expense</b>	<b>Current Bal</b>
	720.00	2,635.00	750.00	\$2,605.00

  
Scott W. Bartlett, Treasurer

6/11/19  
Date