

AD HOC TAXATION/ASSESSMENT ADVISORY COMMITTEE MEETING

MARCH 8, 2011, 9:00 A.M., COUNCIL CHAMBERS

1. Call to Order

Meeting called to order at 9:05 A.M. by Bob Manchester.

Present were Committee Members Robert Manchester (chairman), Robert Dillon, Joel Hellmann, Donald Nessing, and Joop Nagtegaal (secretary). Also present were Michael Minardi, Tax Assessor; Bob Battey and John Hocking, Appraisal Resource; and Doug Gablinske, Appraise RI.

2. Approve Minutes of February 28 Meeting

Upon a motion duly made and seconded, the minutes of the meetings of February 28<sup>th</sup> were approved unanimously.

3. Review Weekly AppraiseRI status

Doug Gablinske introduced himself. He said the “consultant” now consist of a team of 3 people: Allan Booth, the Newport Tax Assessor; Scott Nagy of AppraiseRI and Doug himself, also of AppraiseRI. The tasks among the three of them are divided as follows. Scott Nagy will concern himself Barrington specific issues, such as neighborhood definitions, sales evaluation, etc. Scott has appraised many properties in Barrington so he has detailed knowledge of the community. Allan Booth will look over mass appraisal specific items, such as land curves, building cost, etc. As Newport Tax Assessor, Allan has extensive experience which such issues. Doug Gablinske will be responsible for the overall management, assurance of transparency, publicity, etc. Doug will also be focal point for communications with the group.

Doug reported that the three of them had an initial meeting with Appraisal Resource, where they agreed on the mode of cooperation between the consultants and Appraisal Resource. They also had an initial discussion about the 2009-2010 sales with respect to their usefulness for the revaluation.

4. Review Weekly Appraisal Resource Report

The written report of Appraisal Resource is attached at the end of these minutes.

Bob Battey introduced John Hocking, who is the project manager of the revaluation project. Bob mentioned that John has 30 years of experience in doing mass appraisals, varying from small towns to large communities like Nassau County in New York.

Bob Battey mentioned that the meeting with the three consultants had been productive.

The data collectors were able to do interior inspections of about 45% of the properties visited. The remaining properties were not inspected mainly because nobody was home, and in other cases the owner asked that the inspection be carried out at a different time. There were no outright refusals. Appraisal Resource will now send letters to the owners of these properties, asking them to call AR to make an appointment for the inspection; the owners will have 10 days to respond. A certified letter will subsequently be sent to the homeowners that have not yet responded. AR aims to inspect 100% of the sold properties, but in reality that virtually never happens, but 80% should be possible. Bob said that the percentages encountered so far are typical. Bob also mentioned that the forms to commercial properties had gone out.

Although the conversion from Vision Appraisal data to AssessPro data has been completed, the data is still being checked for conversion errors. The only issue that was uncovered so far is that the grade designation of "Average plus" in the VA system was incorrectly converted to "Excellent" in the AssessPro system. This is being corrected. Upon a question asked by Joop, John stated that so far only few minor discrepancies were uncovered in the field data supplied by Vision Appraisal, which is giving him some confidence that most of the field data will be OK.

Gary Morse of 2 Westwood Lane asked whether any standards had been set for easements on a property, for instance a 5% reduction in land value. Mike Minardi said that each easement must be considered individually, since the effect of an easement depends greatly on the size and location of the easement. A 5 foot wide easement along the edge of a property has virtually no influence on the value, whereas a 25 foot wide easement across the middle of a property might have a major impact. Bob Battey noted that aspects as functional obsolescence and construction grade were converted from the Vision data; only the *presence* of an easement is copied from the data. Appraisal

Resource will review every recorded easement individually to assess its effect on the property value.

Gary Morse suggested that it might be useful to ask all homeowners to report any discrepancies in the Vision field cards to Appraisal Resource while the revaluation is in progress, instead of waiting till the informal hearings. There was general agreement that this would be useful, and Doug Gablinske said he would make sure that this is published in the Barrington Times and the Barrington Patch. Any such reports should be sent to AR via the Tax Assessor.

The next two points were discussed in the opposite order in which they are listed on the agenda.

#### 6. Continued Discussion of Existing Neighborhood Map

A discussion followed how to proceed with the neighborhood map that was supplied by the realtors and the one supplied by Joop. These are currently in the possession of the consultants. Bob Battey said he would really like to get input from the Committee on this ASAP. Joel said that he would prefer that the initial map would be developed based on the sales data. John Hocking said that he has to start with a map, and that he is currently using the Vision map as a starting point. Joop pointed out that he thinks that is not desirable, since the Vision neighborhood map is part of the current problem. After further discussion, it was agreed that the consultants would study the various neighborhood maps, and would present their idea to the Committee during the meeting scheduled on March 14. The Committee would then suggest further changes, and the result would then be discussed between the Consultants and Appraisal Resource.

#### 5. Discussion of Sold Properties under Consideration for Elimination from the Assessment Analysis

The list of sales to be eliminated from the analysis has not yet been finalized. Mike Minardi has made a list of sales he has flagged as needing to be investigated with respect

to their validity. Mike will email this list to the Committee for comment. Each of these sales is being investigated, and there are ongoing discussion between AR and the Assessor to come up with a final list. Bob Battey noted that all 2009-2010 sales will be considered, but that the weight given to the sales will differ. For instance, a short sale may be discarded, or may be used in full. Bob Battey also mentioned that sales that are perfectly arms length need to be examined, because it is quite common that a new homeowner makes major improvements to a home just after purchasing it. Such a sale might still provide useful data, although the sale price is not directly related to the assessed value.

Bob Manchester asked whether the Committee could get a list of all the properties for which building permits were valid during the 2009-2010 timeframe. Bob Battey said such a list could be made available, but noted that this list is very long and the building permit does not always accurately reflect the actual changes made. Michael Minardi confirmed this, and noted some examples. Bob Manchester then dropped his request.

#### 7. Future Agenda Items

Doug raised the issue of training for the Assessment Board of Review so that they understand the process that is followed. Bob Manchester noted that we had discussed this already and decided that this had to wait till later. Doug Said he would still like to discuss this soon and make some recommendations, and the Committee agreed to put in on the agenda for the next meeting.

Bob Manchester mentioned that he had just received an email from Jeff and Janice Black that needed to be considered. This email was also sent directly to Michael Minardi. Since Bob had not had time to review the email and since several other members of the Committee had not even received it, he said he would put discussion of the email on the agenda for the next meeting. Bob asked Mike to forward the email to the committee.

## 8. Adjourn

Upon a motion duly made and seconded, it was voted unanimously that the meeting be adjourned at 10:49AM.

Respectfully submitted,

Joop Nagtegaal, secretary

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TOWN OF BARRINGTON  
2010 STATISTICAL UPDATE  
PROGRESS REPORT 3/4/2011

Bob Battey met with the monitoring committee on 3/24/2011. Those present were Chairman Doug Gablinske, Scott Nagy, and Alan Booth. The committee discussed what they would be looking for from Appraisal Resource and what they believed they can contribute to the process.

The inspection of the arms-length sales were expected to be finished on 3/7/2011. The call back letter will be sent out the week of 3/7/2011. The taxpayers will be given 10 days to respond to the request for an interior inspection. Appraisal Resource will be flexible with the appointment schedule in order to accommodate as many taxpayers as possible. We will be scheduling Saturday appointments.

AR has mailed 184 income and expense forms to be filled out and returned by commercial property owners.

Project Manager John Hocking has met with the field staff on a regular basis to perform quality review checks.

John Hocking is reviewing the neighborhoods, and the current neighborhood map.

Any sales which we believe are suspect in the arms-length category are included in the inspection process. Those that we cannot get into are given to Assessor Mike Minardi for further investigation.

Respectfully submitted,

Appraisal Resource Revaluation Group LLC