

May 14, 2013

Minutes of the 9AM May 10, 2013 Ad Hoc Committee Meeting, Town Hall Council Chambers

1. Call to Order

The meeting was called to order at 9:05 AM by Bob Manchester

Present were committee members Bob Manchester (chair), Joel Hellman, Don Nessing, Bob Dillon, Mike Minardi (assessor) and John Harker.

2. Approve Minutes of March 4, 2013 Meeting

Upon a motion made and seconded the minutes of the March 4, 2013 meeting were approved.

3. Election of Officers

Upon a motion made and seconded John Harker was elected Secretary. Approved. J. Hellman noted that with a leadership change, it is appropriate to affirm all officers. A motion was made and seconded to reappoint Bob Manchester as committee chair. Approved.

4. Review of Revaluation Bid Received from Northeast Revaluation

The committee reviewed the lone responder to the RFP issued earlier in 2013. Seven RFPs were issued. M. Minardi noted that the bid we received meets the RFP criteria and is for a) a full revaluation in 2014, b) a statistical revaluation in 2017 and c) a statistical revaluation in 2020. He also noted that there is discussion at the state level to change the timing requirements of the timeframe between statistical revaluations, effectively removing the burden of one full statistical revaluation to RI towns. M. Minardi added that he'd done a per parcel study of the costs of all 2012 revaluations done across RI and determined that the Northeast bid was higher than any of them. He was able to use this information to negotiate an \$18K reduction in total cost, to \$380K, with no offsetting reduction in performance expectations. The reduction brings us in line with East Greenwich's 2012 revaluation cost. The bid includes a breakout study of the Top 100 high value residential/commercial properties. There is no allowance in this bid for a third party consultant, as was allowed in the 2010 revaluation. M. Minardi commented that this should work out suitably as there will be a separate signoff on the Top 100 properties. Bob Manchester noted that there wasn't specific language in the bid that requires Northeast to meet with the Ad Hoc Committee, ADC hereafter, on a regular basis.

J. Hellman noted that having separate sign off on the Top 100 is a good practice and appropriate for the unique nature of Barrington's higher valued properties. D. Nessing suggested that the ADC consider crafting a public message on this unique aspect of the bid, should it be recommended by the ADC and approved by the assessor and town manager. There was general consensus to do this. The message and method of delivering the message to the public is to be a part of the next meeting agenda.

There were some specific bid comments including: "AR uses" in Section 4, a typo; specific duties to report on milestone tasks, page 30, where the committee is comfortable with the feedback language; the inclusion of an "as of 12/31/2013 date assignment associated with building permits, Section 4, page 2, where the committee agrees the bid should have date assignment for building permits simply taken off.

There was general consensus that the bid, with minor changes to be negotiated by M. Minardi, is acceptable. M. Minardi recommended that the AHC advance the bid for approval. J. Hellman made a motion "that the AHC endorse the assessor's recommendation to accept the bid, subject to minor changes noted." It was seconded and passed unanimously.

## 5. Other Business

B. Manchester noted that the RFP for a consultant to help the ADC develop a Barrington-centric assessing standards document remains incomplete. He asked whether a boiler plate "consultant" RFP could be made available to help guide the development of the RFP. M. Minardi is to inquire of the town manger on this aspect and forward to B. Manchester, should one is available.

On the subject of standards, M. Minardi explained that the 2014 revaluation will include, for the first time, a Uniform Appraisal Dataset (USD). The USD is an industry standards template for property valuation metrics such as condition, grade, type, etc. The USD is used throughout the US and is intended to give property owners a consistent set of metrics across multiple re-valuations.

M. Minardi also noted that the 2014 revaluation will include a new version of software, TBD.

Additional discussion was had on the inclusion of a separate sign off on the Top 100 properties of the 6500 in town. Specific reflections had to do with the statistical validation of the remaining 6400 and, that without a practical sampling plan, there could well result a condition where there is uniformity within the Top 100 and not in the remaining 6400. M. Minardi noted that there should be sufficient sales within the 6400 to allow for statistical confidence. B. Manchester noted that, with regard to regression analysis, most variability is observed at the tails of the probability curve. Put another way, the committee is questioning the efficacy of sampling just the Top 100. Perhaps a better approach would be to sample both the Top and Bottom property value tails. The committee sees this as worthy of further discussion and will add it to the next meeting agenda.

## 6. Next Meeting

The next meeting will be held on May 24<sup>th</sup> at 9AM in the Town Council Chambers.

## 7. Adjourn

The meeting was adjourned at 10:05 AM.

Respectfully submitted,

John S. Harker, Secretary