

May 24, 2013 **DRAFT ONLY**

Minutes of the 9AM May 24, 2013 Ad Hoc Committee Meeting, Town Hall Council Chambers

1. Call to Order

The meeting was called to order at 9:07 AM by Bob Manchester

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

2. Approve Minutes of May 10, 2013 Meeting

Upon a motion made and seconded the minutes of the May 10, 2013 meeting were approved.

3. Review of Draft RFP for Assessing Standards Expert Consultative Services

The committee discussed the draft document provided by B. Manchester. Edits were made the J. Harker (secretary) as the document was reviewed, section by section. The revised draft will be forwarded for review once edits are made. B. Dillon inquired as to whether the cost of the expert is funded. B. Manchester noted that the monies to pay for this initiative have not been allocated, pending receipt of the RFP responses. He noted, too, that Barrington for Equitable Taxes (BET) has agreed in principle to share the cost of the effort.

M. Minardi noted that one aspect of the RFP, that of the method used to exclude sales comparables, is a highly complex matter. The committee discussed and consensus was reached to leave the verbiage as written with the view that it is appropriate for the expert to weigh in on his/her view of best practice on this aspect of the standards document.

All other discussion, approximately 70 minutes, was appended/modified/included to/on the draft RFP as it was reviewed.

4. Complex Properties

The committee agreed that complex properties and how they are handled in the upcoming series of revaluations requires additional review. It was determined to table the discussion until 1Q14 when the 2014 revaluation data begins to become available for review by the AHC and Northeast Revaluation.

5. Discuss Using Appraisals to Test CAMA Outcomes

The committee agreed that the use of appraisals to test CAMA outcomes is a key component to the integrity of revaluation and requires additional review. It was determined to table the discussion until 1Q14 when the 2014 revaluation data begins to become available for review by the AHC and Northeast Revaluation.

6. Next Meeting

The date of the next meeting was not assigned.

7. Adjourn

The meeting was adjourned at 10:20 AM.

Respectfully submitted,

John S. Harker, Secretary