

December 6, 2013

Minutes of the December 5, 2013 Ad Hoc Committee

1. Call to Order:

The meeting was called to order at 8:45AM by B. Manchester (Chair).

Present at the meeting were members Bob Manchester (chair), Joel Hellmann, Mike Minardi (assessor) and John Harker (secretary). Also in attendance were Assessment Advisory Group (AAG) LLC representatives Robert and Richard Finnegan.

2. Approve Minutes: Not Required

3. Public Comment: None.

4. Meeting Discussion

The committee members spent about 60 minutes talking through the approach to be taken by the AAG, to include personal interviews with the Assessor and Richard Nagel of Northeast Revaluation (NER) and others, as needed.

Richard Nagel commented that there has already been good cooperation between Town representatives and their firm.

Joel Hellmann noted that it could be expected that some members of the community will likely find fault or otherwise use written standards in a manner that could prove difficult for the Assessor's office.

Bob Manchester commented that while the development of standards will require the codification of today's practices, it is expected by the AHC that where the absence of good practices exist that the AAG would note that in their working draft.

John Harker commented that while the development of standards must allow for the effective implementation of the Town's work with regard to property taxation, let us all be mindful of Town property owners and their welfare. To this he added that plainly written and precise wording of standards and procedures will be helpful to property owners as they look to understand how the Town views their property valuations and, as necessary, look to amend their valuations.

It was affirmed by all that there was general agreement as to the tasks assigned. It was discussed and agreed that a first draft pass would be very helpful to see. Robert Nagle suggested that one would be available in mid-January with a view to wrap up 20-30 days, thereafter. To be included in the draft review would be Richard Nagle of NER and Bruce Sauter of ADG.

The meeting adjourned at 9: <sup>15</sup> M with the date/time of next meeting TBD when the first draft is to be made available.

Respectfully submitted,  
John S. Harker, Secretary

