



Town of Plaistow ♦ Board of Selectmen
145 Main Street ♦ Plaistow ♦ NH ♦ 03865

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: September 14, 2015

MEETING CALLED TO ORDER: 6:33PM

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, Joyce Ingerson
Selectman, Julian Kiszka

John Sherman Vice Chairman,
Selectman, Tammy Bergeron- Excused
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of August 31, 2015. Second by J. Ingerson
Vote: 4-0-0
Motion passes.

S. Ranlett mentions the recent passing of Don Sergeant and Henry Shay and requests a moment of silence in recognition of their long time residency and dedication to Plaistow.

PUBLIC COMMENT:

None

RSMS UPDATE TONY GARRO BETA GROUP, Dan Garlington, Plaistow Highway Supervisor

S. Fitzgerald introduces Tony Garro and notes this presentation is an update to the Road Surface Management Systems.

D. Garlington states that all the town maintained roads are inspected every 3 years.

T. Garro notes that the roads are inspected by the same person each time for consistency.

They begin their presentation describing the process of rating the roadways. Rating is from 1-100. Plaistow tries to maintain the roads at a rating of 80. Plaistow follows the RSMS which helps keep the town roads rating from falling too low. Town roads are the most expensive capital asset we have and they are in constant use. Our cost effective, systematic, logical approach to maintenance is extremely important. The 2015 goal for repaving includes:

- Smith Corner Road
- Westville Road
- Dauntless Lane

- Harriman Road

D. Garlington states this is the first year Plaistow has done crack sealing. Crack sealing is important as it helps protect the paving and therefore the longevity of the roads.

J. Ingerson inquires if the state uses the same process Plaistow does for paving.

T. Garro responds the State does not have the same system.

J. Sherman recommends re-evaluating the amount of money budgeted yearly for road maintenance now that we have some solid data. He requests another presentation after the fall 2015 paving is complete.

S. Fitzgerald states the program has been in place every year and tonight's presentation was helpful.

The Board thanks Tony and Dan for the informative presentation.

**WIL CORCORAN, ASSESSORS AGENT AND STEVE HAMILTON, DIRECTOR,
MUNICIPAL AND PROPERTY DIVISION, NEW HAMPSHIRE DEPARTMENT OF
REVENUE**

W. Corcoran has been in the assessing business for approximately 40 years. He has worked for Plaistow since 1999. The assessing regulations have changed tremendously over the years.

Towns are required to adhere to these regulations. The Department of Revenue is the Administrator for the assessing regulations. S. Hamilton has worked in the private assessing sector before working for the Department of Revenue in 1998. He also worked for the Board of Land and Tax Appeals. S. Hamilton explained that the State of New Hampshire's goal for assessing requirements is to provide reasonable equity and proportionality to each property. In order to maintain this goal, each property must be inspected a minimum of every 5 years. This requirement is for both commercial and residential property.

Plaistow inspects 25% of the properties yearly to help maintain an even workflow. This policy is better than the minimum state requirement.

W. Corcoran discusses the importance of infrastructure, mainly water and sewer for commercial growth. Growth follows infrastructure, not the other way around. Commercial growth is important to maintain a lower residential tax rate. There are 3 class of commercial property.

Class C – owner occupied and operated businesses such as a garage or car lot.

Class B – strip malls which may include a flower shop or landscaping business.

Class A – national franchises such as Shaws or Home Depot.

Class A properties yield the highest values and revenue for municipalities.

J. Sherman inquires if they can better explain the difficult, frustrating process to correctly value commercial properties when there have been no sales in this area.

S. Hamilton responds that this inquiry is not unique to Plaistow. It is not easy to get commercial property values, nor is it inexpensive to get the whole town valued appropriately. This is another reason why the 5 year requirement is in place. In 2016, the whole Town of

Plaistow will be re-evaluated, however an increase in valuation does not necessarily equal an increase in the tax rate. Measuring and inspection of a property is not the same as a re-evaluation. The measuring and inspecting of property only changes data.

J. Ingerson inquires as to the impact on a small business?

Steve responds that this is not a tax on business but a tax on real estate.

Discussion ensues regarding the belief that commercial properties are not currently correctly valued. If residential values are increasing while commercial values are remaining steady the tax burden increase shifts to the residential taxpayer. S. Hamilton notes he has a 45 minute presentation about how a tax rate is set including all the elements involving local, school and the state portion of the tax rate. He is willing to schedule a time to come back to Plaistow to present it.

Open up for Public questions:

Dan Poliquin, 126 Main St/4 Duston Ave, mixed use property owner. He states there was a big change over a few years back between single family houses and condominiums. He believes commercial values have increased over the years. He also states the increase this year in residential values will be helpful so the increase will not be as significant next year when the whole Town revaluation is completed.

M. Walker states all properties are taxed at the same rate.

Barbara Kiska, 1 May Ray Ave states the root cause of the lack of information for valuing commercial properties is due to the fact that only 10% of the income and expense sheets sent out to business are returned. Therefore, that methodology cannot be used.

Bob Hamilton, 3 Balsam Way inquires if the other towns in our school district are not on the same schedule for re-evaluation how does that affect the school portion of the tax rate.

S. Hamilton responds they do an analysis of 25,000 - 30,000 sales annually across the state, they look at the relationship between locally assessed values compared to market value. Next, this is converted to a market value for each community. Then any shared expense is done at a standard shared market value.

J. Sherman states this is called equalized assessed valuation. The details are in the annual School District report.

Kimberly Raymond, 7 Linwood St. She states she read a study done by a firm from Illinois in 2000 about the manor of assessment in New Hampshire. She states the study was negative and inquires if Plaistow is looking at/chasing sales data then manipulating the valuation?

S. Hamilton responds this is not correct. Data is compiled from the sale of current properties and is applied to all property to equalize the value of the whole town. New Hampshire's guideline and rules have changes quite a bit since 2000.

K. Raymond inquires if it would be more equitable to re-evaluate the whole town each year using software known as CAMA (Computer Assisted Mass Appraisal)

S Hamilton responds we need to consider the intersection of accuracy and economics. A yearly re-valuation would provide a higher level of precision but does the cost outweigh the benefit? The Town currently is using the CAMA software. It still comes down to doing the full process every year which is more costly rather than doing it every 5 years and making minor adjustment yearly.

K. Raymond inquires who determines what method is used from the 3 types of assessing methodologies, cost, income or sales to value big box commercial property.

S. Hamilton responds the appraiser and market activity determine the methodology. They currently will apply all three methodologies and use the one method that is most relevant.

S. Fitzgerald states coming up with an equitable method of valuation is one of the most difficult tasks the Town must do. He appreciates Wil and Steve's time and information. S. Fitzgerald wants to supply more information to help residents understand the importance of applying a fair and equitable process to providing government services to the Town. Some ideas are to have cable shows a meeting with residents who have specific questions. Discussion ensues.

J. Sherman states he has had thoughts of rescinding the vote for the residential update this year but there are conflicting issues to consider. He believes the general assumption or feeling is that if we wait a year to make changes, the increase in commercial property will help offset the increase in residential property. The downside is we do not know if commercial property values will increase next year.

W. Corcoran states this is very true. Class A Commercial properties tend to hold their value while Class B properties tend to be stable. Class C is the most volatile. However, the value could increase or decrease. That is unknown until all the data is analyzed.

S. Ranlett inquires if we use the income approach to commercial property valuation?

W. Corcoran responds yes, but it is not exclusively an income approach. Multiple approaches are used to determine the most relevant methodology of valuation.

The Board thanks both W. Corcoran and S. Hamilton for their time and presentation.

TOWN MANAGER'S REPORT

RSMS

Assessment Updates

Plaistow YMCA projects

Town Planner hired

Pollard Brook Road updated proposal

Budget Committee schedule

CIP Committee Meeting

Source Water Protection

Route 125 Widening

Methuen Construction

Planning Board Updates
Rockingham Planning Commission
Haverhill Mayor meeting
National Commander of the American Legion
Comcast Contract
September 11th Commemoration
Highway Block Grant
Household Hazardous Waste
Flu Shots
Victim Witness Advocate
Public Safety Complex RFQ Response
Discussion ensues regarding contract and services provided by Trident for the Public Safety Complex Project
J. Sherman motions to direct the Town Manager to negotiate and enter into a contract with Trident not to exceed \$21,500 for OPM services.
J. Ingerson 2nds Vote 3-0-1 (J. Kiszka)
GREE Funding
Unitil Energy Efficiency
Safe Routes To School
Recreation Trails Program Grant

ACTION ITEM REVIEW

The items are reviewed

OTHER BUSINESS

None.

SIGNATURE FOLDER

S. Ranlett states the manifest and signature folder are going around.

SELECTMENS REPORTS

J. Sherman –

- Budget Schedule has changed- First meeting is 9/29/15
- Sandown Withdrawal meeting
- Friends of Recreation – Fall Festival Sept 26th
- Town Report Meeting 9/29
- Attended 9/11 Commemoration

J. Kiszka -

- Attended Rockingham Planning Commission Meeting
- Attended 9/11 Commemoration
- Suggests a change to elderly exemptions due to income limits.

S. Ranlett -

- Attended Planning Board Meeting, Methuen Construction came in for approval of a new site plan for their office building.
- Ron Brown from the 55+ housing development came in for a few waivers.
- Received a letter stating the New Hampshire Housing Finance Authority received an application from Steve Lewis for tax credits for the Chandler Avenue project. If anyone would like to make comments please forward them to Steve and he will handle it.
- Spoke to the Board about an implementation chapter in the CIP book. In lieu of a specific implementation chapter, each chapter will end with its own implementation plan.
- Steve read letters from Senator Jean Sheehan and Senator Kelly Ayotte who were unable to attend the 9/11 Commemoration and thanks them for their response.

J. Ingerson -

- Attended Conservation Committee Meeting – they are still working on bridges, and trail repairs, she would like to thank Brent Ebner of Hampstead for all his assistance with Plaistow's Conservation Committee.
- Would like to have the Conservation Committee meet with the Recreation Department to discuss the property for sale off of Route 108.

Meeting Adjourned at 9:20 pm

Respectfully submitted,

Gayle Hamel
Recording Secretary