

**JOINT BOARD  
OF THE TOWNS OF  
SUNAPEE, NEWBURY AND NEW LONDON**

**WEDNESDAY, SEPTEMBER 16, 2020**

**8:00 AM**

**VIA ZOOM: <https://zoom.us/j/94993067423>**

**MEETING MINUTES**

**Members Present:** Donna Nashawaty, Sunapee Town Manager; Kimberly Hallquist, New London Town Administrator; Dennis Pavlicek, Newbury Town Administrator; Janet Kidder, New London New London Selectman; Emily Campbell, New London Resident; Joy Nowell, Newbury Selectman; Kristen McAllister, Chief Assessor

**Members Absent:** Linda Tanner, Sunapee Resident

**Welcome new members:**

Emily Campbell and Joy Nowell introduced themselves to the rest of the Board. The rest of the Board also introduced themselves to the new members.

**Elect Chair:**

Ms. Hallquist made a motion to elect Donna Nashawaty as Chair. Mrs. Nowell seconded the motion. The motion passed unanimously.

**Update from Chief Assessor Kris McAllister**

Ms. McAllister gave an update regarding the Sunapee Revaluation. She has been in Sunapee most of the summer working on the project; it was a large project and resulted in a big swing in property values. She has had to explain to people that even though there has been a big influx of people moving into Sunapee and it is COVID related, her values are actually based on pre-COVID numbers. She is grateful to have a good assistant in Sunapee, Melissa Pollari, and everything seems to be going fantastically. Ms. Hallquist said that she has heard that things are going fantastically in New London as well.

Mrs. Kidder asked and Ms. McAllister said that it has been a lot of work but her assistant has been invaluable. There was a potential applicant that she was hoping to train but she decided to not accept the position. Once this project is completed, she will get back to the search.

Mrs. Kidder asked if the three Towns will be back on the same website and Mrs. Nashawaty said that Sunapee is now on New London and it is just Newbury that is left on the old Tri-Town website. Ms. McAllister said that New London had to go to a separate site due to the software change. Everyone is currently on an independent site because the software that the Towns converted to is not interchangeable. Newbury is due for a reval next year and then everyone will be on the same website. Mrs. Nashawaty said that she was insinuating the Sunapee's tax cards look like New London's.

The Board thanked Ms. McAllister for her hard work and efforts.

Mrs. Kidder asked and Ms. McAllister said that she has one more week of phone calls, some data clean up, and then the Reval will be completed. Mrs. Nowell asked and Ms. McAllister confirmed that she will get back to her normal rotation once the reval is completed.

Mrs. Nashawaty explained the software Sunapee purchased in order to schedule meetings with Ms. McAllister. Mrs. Nashawaty asked and Ms. McAllister said that the meetings are almost full and she may need to add a few days. Ms. McAllister said that the scheduling software that Sunapee purchased was recommended by Avitar Associates and it is excellent. She explained more about the software to the Board.

Mrs. Nashawaty said that she thinks that communication with the public has been great. Sunapee is using the website and putting a lot of communication out and it has been working well. She also thinks that COVID has helped people become more used to using technology and are more responsive now than they probably were before.

#### **Budget review – need to schedule a meeting for October**

Ms. Hallquist asked and Mr. Pavlicek said that he has not had a chance to talk to Ms. McAllister about the budget. He also does not have the health insurance numbers yet so he thinks that the Boards should talk about the budget in late October.

#### **Any other business – update Tri-Town Agreement**

Ms. Hallquist said that the Tri-Town Agreement needs to be updated including personnel issues, that other Towns may be the main employer, and other issues and then the Board can vote on the agreement and it can be sent to the Secretary of State's Office and/or the Attorney General's Office. There was further discussion regarding this issue and Ms. Hallquist, Mr. Pavlicek, and Mrs. Nashawaty will work on the new document and send a draft to the rest of the Board.

#### **October meeting date**

The Board agreed to meet on October 28<sup>th</sup> at 8:00 am via Zoom.

Ms. Hallquist said that prior to the meeting they will send out the budget and possibly the updated Tri-Town agreement.

#### **Adjourn**

Mrs. Campbell made a motion to adjourn the meeting at 8:27 am. Mrs. Nowell seconded the motion. The motion passed unanimously.

Respectfully submitted,  
Melissa Pollari  
Assessing Technician  
Town of Sunapee