

Joint Board  
of the Towns of  
New London, Newbury and Sunapee  
October 28, 2020

**Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically. The public has access to contemporaneously listen and participate in this meeting through the video conferencing platform Zoom.us:**  
<https://zoom.us/j/94993067423>

Ms. Nashawaty called the meeting to order at 8:05 AM.

Roll call of members present: Kim Hallquist (New London Town Administrator); Donna Nashawaty (Sunapee Town Manager), Emily Campbell (New London Resident), Joy Newell (Newbury Selectman)

Members absent: Janet Kidder (New London Selectman); Dennis Pavlicek (Newbury Town Administrator); Linda Tanner (Sunapee Resident)

### **Approval of Minutes**

The Board reviewed the meeting minutes of February 20, 2020, April 1, 2020 and September 16, 2020.

**IT WAS MOVED (Joy Newell) AND SECONDED (Emily Campbell) to approve the minutes of February 20, 2020, April 1, 2020 and September 16, 2020 as presented.**

- **Vote to approve February 20, 2020 as presented: Roll Call vote: Hallquist: YES, Nashawaty: YES, Campbell: ABSTAINED, Newell: ABSTAINED. THE MOTION WAS APPROVED**
- **Vote to approve April 1, 2020 as presented: Vote to approve February 20, 2020: Roll call vote: Hallquist: YES, Nashawaty: YES, Campbell: ABSTAINED, Newell: ABSTAINED. THE MOTION WAS APPROVED**
- **Vote to approve September 16, 2020 as presented: Vote to approve February 20, 2020: Roll call vote: Hallquist: YES, Nashawaty: YES, Campbell: YES, Newell: YES. THE MOTION WAS APPROVED**

### **Update from Chief Assessor Kris McAllister**

In the absence of Chief Assessor Kris McAllister, Ms. Nashawaty presented the update:

1. Contract for Data verification with Avitar: Kris McAllister has secured the services of Avitar to provide data verification services – this will include Avitar staff going to a selected group of properties, consisting of properties that have not been visited in 5 years or more, in each of the three town to verify property data, “measure and list”. No inside work is being done at this time due to COVID-19, but can be done in the future. This work will cost approximately \$37,000 and is within the budget. Ms. Newell noted that given we are down one staff person; this contracted work is very important.

2. Status of Sunapee Revaluation: Ms. Nashawaty reported that the revaluation in Sunapee went extremely well and complimented Ms. McAllister for completing it with excellent results.
3. Update; Staff recruitment: Tri-town is currently short one full-time staff member; an offer was made to someone who ultimately decided not to take the position. It was noted that there are fewer people going into the assessing field so finding people who are qualified, or who are interested in learning the position, is challenging. Efforts to find a person for the second position will continue.

### **Budget for 2021**

The proposed budget for 2021 was review. It was noted that due to reduced salary with the departure of former Chief Assessor Norm Bernaiche, the salary line is reduced. The overall budget is down 14%.

**IT WAS MOVED (Joy Newell) AND SECONDED (Emily Campbell) to approve the 2021 budget as presented: \$269,394. Roll Call vote: Hallquist: YES; Nashawaty: YES; Newell: YES, Campbell: YES. THE MOTION WAS APPROVED**

### **Continuing business:**

1. Update Tri Town Agreement: Ms. Nashawaty explained that managers recently reviewed the Tri-town Agreement, originally adopted in 2007, and found that there are a few items that should be updated. The managers are working on suggested updates and will present to the full board for approval before sending it on to the Office of the Attorney General and Department of Revenue.
2. Performance review Chief Assessor: It was noted that the 6 month review of Chief Assessor Kris McAllister was conducted and the managers gave her high marks for her efforts over her first 6 months in the job, especially considering the challenging times due to COVID-19 and being without fulltime help.

### **Next meeting**

Subject to the availability of all members, the next meeting will be held on Wednesday, January 27, 2021 at 8:00 AM.

It was noted that Donna Nashawaty did an excellent job hosting the Zoom meeting and having the agenda and budget available via 'share screen' for all to review as the discussions were held. Well done Donna!

**IT WAS MOVED (Kim Hallquist) AND SECONDED (Joy Newell) to adjourn the meeting. Roll Call vote: Hallquist: YES; Nashawaty: YES; Newell: YES, Campbell: YES THE MOTION WAS APPROVED**

The meeting adjourned at 8:33 AM.

Respectfully submitted,

Kimberly Hallquist  
New London Town Administrator