Minutes of the Roxbury Selectmen’s meeting June 24, 2019

In attendance: Selectmen Mark Funk and Jim Rousmaniere; Lisa Mudge and Sam Greene of the NH Department of Revenue Administration; Loren Martin of Avitar (Roxbury’s contracted property appraiser); a citizen

The meeting opened at 5 p.m.

The selectmen met with Mudge, Greene and Martin to discuss the method and progress of the current town-wide property reevaluation. It was noted that, due to its small size, Roxbury does not have a lot of property sales, hence the every-five-years townwide re-evaluation entails research of property sales in nearby Gilsum and Sullivan.

Among other topics:

It was noted that this is the first town-wide re-evaluation that takes into account the assessment of solar panels, for which the voters of Roxbury approved a $10,000 exemption some time ago. (The selectmen will research the date of that approval.)

It was noted that about 35 properties in Roxbury (the vast majority of the total) have already been visited; in August the review will extend to properties in town that have been the subject of sales; homeowners will be contacted in advance.

It is expected that, after values have been established on a preliminary basis, property owners will be notified of the results, and hearings will be scheduled in September. It is anticipated that a final report on property values will be transmitted to the selectmen in late September. (Given this schedule, the town will miss the September 1 deadline to file the annual MS-1 property values report with the state; an extension request will be filed by Avitar.)

It is anticipated that the full list if property values will be made available through the town’s web site.

The representatives from the Department of Revenue Administration spoke about an assessment review process that the selectmen should undertake. The steps include reviewing and updating town records regarding beneficiaries of veterans tax credits and elderly tax exemptions. The selectmen will also make available to Ms. Mudge all building permits. It was agreed that Ms. Mudge will call to schedule a follow-up meeting with the selectmen.

The selectmen met with a citizen to discuss whether he should approach the zoning board of adjustment with a building plan; the selectmen directed the citizen to make that approach.

The selectmen took receipt of a $100 check from a non-resident who had rented the Town Hall on June 23 for an event for a town resident. (Rental fees are not required when the renter is a resident.)
Selectman Funk reported that all three selectmen must sign a tax anticipation note from the Savings Bank of Walpole.

Selectmen Funk filled out the manifest, which was signed. There being no further business, the meeting adjourned at 7:20 p.m.