

**TOWN OF DUNBARTON
BOARD OF ASSESSORS
MINUTES MEETING
March 21, 2023**

Present: Bryan Clark
Nicole Howley

Janice VandeBogart, Recording Secretary

The meeting was called to order at 7:00 pm.

Board Chairman Jacques Belanger was unable to attend due to a prior commitment.

Minutes: The minutes of the February 21, 2023 meeting were reviewed. The motion to accept the minutes as written was made by Bryan Clark and seconded by Nicole Howley. The vote was all in favor, motion passed. Minutes were signed.

Invoices for Payment: The following invoices were reviewed and accepted for payment:

- Municipal Resources, Inc. in the amount of \$717.41; services for February 2023.
- Vision Government Solutions, Inc. in the amount of \$7,861.00; annual payment for CAMA Software Maintenance.
- Mitchell Municipal Group in the amounts of \$339.00 and \$540.00 for legal services.

Real Estate Exemptions: The following letters were signed notifying non-profit property owners that their annual updates for real estate exemptions needed to be filed by April 15th :

- Meadowland Timberlands, LP – Lot #E4-03-01
- St. John's Episcopal Church – Lot #H3-01-04
- First Congregational Church of Dunbarton – Lot #E3-02-25 & 25A
- Dunbarton Historical Society – Lot #H3-01-05

Administrative Abatement: The board reviewed a memo from Town Administrator, Line Comeau, regarding a property tax overpayment made on Lot #E5-01-14, Christopher Gagnon, 179 Robert Rogers Road. The overpayment was due to a computer error when the property was transferred to the new owner. The overpayment is in the amount of \$2,911.64.

Motion: The motion was made by Bryan Clark to approve the recommended administrative abatement for Christopher Gagnon, Lot #E5-01-14. The motion was seconded by Nicole Howley. The vote was all in favor, motion passed.

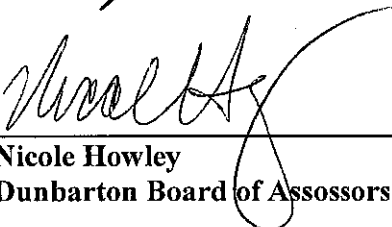
Abatement: The board reviewed a memo from Municipal Resources, Inc. regarding their recommendation that an abatement be granted on lot #C6-01-02, located at 1209 Montalona Road, in the name of Guy & Frances Routhier. The abatement is due to the removal of a structure after a demo permit had been issued. After review from Municipal Resources, Inc. it is recommended that the value placed on this property should be adjusted by \$10,800 resulting in a refund of \$248.

Motion: The motion was made by Nicole Howley to grant an abatement of \$10,800 on lot C6-01-02 as recommended by Municipal Services, Inc. The motion was seconded by Bryan Clark. The vote was all in favor, motion passed.

Extension of Contract for Assessing Services: The board reviewed paperwork regarding the extension of the contract with Municipal Resources, Inc. MRI is willing to extend their contract with the Town at no increase in cost in order to complete the 2023 annual pickups. MRI also agreed to issue a new multiyear contract upon approval of the board.

Motion: The motion was made by Bryan Clark to sign the extension and wait for a multi year contract from Municipal Services Inc to be reviewed by the Board. The motion was seconded by Nicole Howley. The vote was all in favor, motion passed.

There being no further business, the meeting was adjourned at 7:30 pm


Bryan Clark
Nicole Howley
Dunbarton Board of Assessors

Recorded by: Janice VandeBogart, Recording Secretary