

**New Durham Board of Selectmen
Workshop Minutes
November 5, 2020**

Final Approved 11-23-20

Members Present: David Swenson, Chair and Dorothy Veisel, Selectman

Excused Absence: Cecile Chase, Selectman

Also Present: Scott Kinmond, Town Administrator

Minutes

Chair Swenson called the workshop meeting to order at 8:00 a.m. and stated that the workshop meeting is for conducting interviews of the firms which provided responses to the New Durham Assessing Services RFP.

The following interviews were conducted in accordance with the schedule previously established:

8:30 a.m. Firm: Municipal Resources Inc.

In attendance: Christian Pearsall, CAO and Scott Marsh, Assessing Supervisor

Mr. Pearsall introduced himself and Mr. Marsh and advised he made an error in the pricing provided in the RFP response. MRI figured it on an 8 hour per week vs. 8 hrs. per month on site assessing presence. Chair Swenson thanked Mr. Pearsall and requested he provide a written letter regarding this error if Mr. Pearsall felt it be beneficial to their RFP response. Mr. Pearsall and Mr. Marsh provided overview of firm and client services. The Board asked questions regarding their RFP and assessing services provided i.e. cyclical, revaluation, utilities, software use and market trends. The firm is full service assessing service.

9:15 a.m. Firm: Granite Hill Municipal Services

In Attendance: Todd Hayward

Mr. Hayward provided overview of firm and client services. The Board asked questions regarding their RFP and assessing services provided i.e. cyclical, revaluation, utilities, software use and market trends. The firm's response to the RFP was for assessing services which did not include revaluation or utilities.

Since the conclusion of this interview was around 9:35 a.m Chair Swenson made a motion to recess until 10:00 a.m. which is when the next scheduled interview is scheduled. Selectman Veisel seconded the motion. Motion passed 2-0-0.

Chair Swenson reconvened the Select Board workshop at 10:00 a.m.

10:00 a.m. Firm: Whitney Consulting Group

In attendance: Stephen Hamilton

Mr. Hamilton provided overview of firm and client services. The Board asked questions regarding their RFP and assessing services provided i.e. cyclical, revaluation, utilities, software use, and market trends. The firm is full service assessing service.

10:45 a.m. Firm: George Sansoucy, PE

In attendance via ZOOM: George Sansoucy

Mr. Sansoucy provided overview of firm and client services which is only assessing of utilities. The Board asked questions regarding their RFP and assessing services of utilities. The firm is a utilities assessing only.

Selectman Veisel, Chair Swenson, and TA Kinmond briefly commented on opinions of the various Assessing Services RFP interviewees with Whitney and MRI being the top two candidates. These will be further discussed at the next regularly scheduled Select Board meeting.

Chair Swenson made a motion to adjourn at 11:31 a.m., seconded by Selectman Veisel. Motion passed 2-0-0.

Respectfully submitted

Scott Kinmond, CPM

Town Administrator