

Candia Board of Selectmen
Agenda
August 14th, 2023, at 6:30pm

Call to Order

Roll Call

Public Hearing: The Board of Selectmen will hold a public hearing to receive public comment on its intention to expend from the Future Capital Improvements Capital Reserve Fund. The purpose of the expenditure is to demolish the existing house and barn located at 100 Raymond Road.

Approval of Minutes: Public and Non-Public Meeting Minutes for July 10th and Work Session Minutes for July 21st and Non-Public Minutes for July 21st, 2023.

Department Reports: Highway; Police; Fire; Building; Solid Waste; Budget; Other

New Business:

- Reval proposal
- Budget meeting date
- Discontinued Roads – consider policy
- Dick Snow's resignation – Budget Committee
- ZBA Appointment – Bill Keena

Old Business:

- Grade and Step Matrix extension

Other Business:

- Request to purchase town owned property (409-107-1)
- Town Warrant – discuss recommendations

Calendar:

- Next Board of Selectman's Meeting on Monday, August 28th, 2023 @ 6:30pm

Public Input:

This public body may enter into one or more nonpublic sessions as permitted under RSA 91-A:3, II.

Adjourn

Join Zoom Meeting

<https://us02web.zoom.us/j/6034838101>

Meeting ID: 603 483 8101 Password: 8101

Dial In +1 646 558 8656 US

**Candia Volunteer
Fire Department
11 Deerfield Road
Candia, NH 03034
603-483-8588
603-483-0252 fax**

Memo

Date: August 14, 2023
To: Board of Selectmen
Re: Monthly Report

July 2023 HIGHLIGHTS

- 1. Regular Truck and Building Maintenance
- 2. EMS Training
- 3. Auto Extrication

CANDIA POLICE DEPARTMENT
ACTIVITY 6/29/2023 to 7/26/2023

During this period, the Candia Police Department issued 119 motor vehicle warnings and 30 summons'

The following were arrested/summonsed:

6/30/23	Matthew Vargas, age 32	Danvers, MA	Drive After Suspension
7/1/23	Amber Mertsiotis, age 27	Candia, NH	DUI-impairment
7/7/23	Kevin Shaughnessy, age 54	Candia, NH	warrant-Brentwood D.C. -DUI
7/9/23	Mia Lavallee, age 30	Manchester, NH	Drive After Susp./Revocation Uninspected Vehicle, Prohibitions re:driver license
7/13/23	Sarah Keane, age 41	Pembroke, NH	Habitual Offender Uninspected M/V
7/15/23	Matthew Saviano, age 30	Sandown, NH	Escape Resisting Arrest X 2 Reckless Conduct
7/22/23	Aiden Pal, age 18	Candia, NH	Transporting Alcohol by Minor Speeding

The above-mentioned individuals are presumed innocent until found guilty in a court of law

No Crime Incident Event Breakdown

Event	Description	Total	%
11	911 Hang Up	0	00.0
IM	Aided Motorist	1	00.3
L	Alarm	0	00.0
EA	Bureau Of Elderly & Adult Services Investigation	1	00.3
C	Citizen's Complaint	7	02.0
F	Dog License Civil Forfeiture	0	00.0
IN	Child In Need Of Services	0	00.0
IV	Civil Standby	1	00.3
OM	Community Outreach	0	00.0
P	Community Policing	0	00.0
CI	Dcyf Investigation	8	02.3
EE	Put Down Injured Animal	0	00.0
OG	Dog At Large / Loose Dog	0	00.0
IN	Fingerprinting	3	00.8
PR	Found Property	8	02.3
A	Internal Affairs Investigation	0	00.0
EA	Involuntary Emergency Hospitalization	2	00.6
UV	Juvenile Complaint	3	00.8
D	K-9 Deployment	0	00.0
EB	Law Enforcement Background Investigation	0	00.0
ED	Medical Call	1	00.3
VC	Motor Vehicle Complaint	1	00.3
C	Noise Complaint	0	00.0
DT	National Drug Take Back	2	00.6
ED	Neighbor Dispute	2	00.6
O	Notification	0	00.0
TO	No Trespass Order	4	01.1
O	Drug Overdose	0	00.0
F	Fatal Overdose	0	00.0
HR	Ohrv Complaint	0	00.0
DB	Prescription Drug Box	0	00.0
J	Police Pursuit Report	0	00.0
AD	Radar Enforcement	0	00.0
I	Road Hazard	0	00.0
PO	Return Property To Owner	0	00.0
S	Shooting Complaint	0	00.0
SA	Scams/Phone&email	1	00.3
IC	Security Check	40	11.3
S	Serve Papers	58	16.4
SA	Suspicious Activity	13	03.7
SM	Suspicious Motor Vehicle	0	00.0
SP	Suspicious Person	0	00.0
SA	Safe Schools Act	31	08.8
SI	Suicide	2	00.6
S	Sex Offender Registration	14	04.0
T	Traffic Enforcement	0	00.0
T	Threats	0	00.0
TU	Truancy	0	00.0
TD	Tree / Wires Down	0	00.0
	Unattended/Untimely Death	0	00.0
N	Vin Verification	1	00.3
	Well Being Check	3	00.8
	Weapons Incident	0	00.0
-	Not Specified	2	00.6
A	Assist Other Agency	40	11.3
C	Assist Citizen	27	07.6
N	Police Information	45	12.7

DT	Sudden Death	1	00.3
TH	Other	2	00.6
IS	Disturbance	13	03.7
FE	Assist Fire/EMS	10	02.8
IP	Missing Person	3	00.8
PR	Lost Property	4	01.1

Grand Total: 354

01/01/2023 - 07/31/2023

Offenses (State Law) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>TOTALS</u>
AGGRAVATED FELONIOUS SEXUAL AS	0	0	0	0	1	0	0	1
Sexual Assault - Sexual Contac	0	0	0	1	0	0	0	1
DV; Simple Assault; Physical C	0	0	0	0	0	0	1	1
Criminal Threatening - conduct	0	0	0	1	0	0	0	1
Criminal Threatening - deadly	0	0	0	0	1	0	0	1
Theft by Deception \$1501+	0	0	0	0	0	1	0	1
Burglary	0	0	0	0	0	0	1	1
Willful Concealment, theft	0	0	1	0	0	0	0	1
Theft by Unauthd Taking \$0-\$10	0	1	1	3	1	3	0	9
Theft by Unauthd Taking \$1501+	0	0	1	0	0	0	0	1
Theft by Deception \$1001-\$1500	0	1	0	0	0	0	0	1
Theft of Services \$1500+	0	0	0	0	0	1	0	1
Credit Card Fraud, \$1501+ or 2	1	0	1	0	0	0	0	2
Credit Card Fraud, \$0-\$1000	0	1	0	0	0	0	0	1
Theft by Unauthd Taking \$1501+	0	0	1	0	0	0	0	1
Theft by Deception \$1501+	0	0	1	0	0	0	0	1
Theft by Deception \$0-\$1000	0	0	1	0	0	0	0	1
Identity Fraud; Pose as Anothe	0	0	0	2	1	1	0	4
Identity Fraud; Obtain Persona	1	0	0	0	0	0	1	2
Identity Fraud; Obtain Info fo	0	0	1	0	0	1	0	2
Theft by Unauthd Taking \$1001-	0	0	0	0	0	1	0	1
Criminal Mischief	0	4	2	2	1	1	0	10
Criminal Mischief	0	0	0	0	0	0	1	1
Cruelty to Wild Animals, Fish	0	0	0	0	0	0	1	1
Loitering or Prowling	0	1	0	0	0	0	0	1
DUI - impairment	1	0	0	1	0	0	1	3
Protective Custody - Alcohol	0	0	0	0	0	0	1	1
Transport Alcohol by Minor	0	0	0	0	0	0	1	1
Criminal Trespass	0	0	0	1	0	0	0	1
ARREST ON ANOTHER AGENCY'S WAR	0	0	2	0	0	0	0	2
Juvenile Problem	0	0	0	0	0	1	0	1
ILLEGAL DUMPING / LITTERING CO	0	0	0	1	0	0	0	1
SUSPENSION OF REGISTRATION OF	0	0	1	0	0	0	0	1
Notification of Repossession	0	1	0	0	1	1	0	3
LITTERING; PENALTIES	0	0	0	0	0	1	0	1
Conduct After; Property Damage	0	0	1	0	0	0	0	1
Impoundment; Cat Rabies Suspec	0	0	0	1	0	0	0	1
Procuring Dog License; Tag	0	0	0	0	0	0	13	13
Dog; Menace, Nuisance, Vicious	0	2	0	2	0	0	0	4
Dog at Large	0	0	0	0	1	1	0	2
BENCH WARRANT-ELECTRONIC	2	2	1	0	0	0	1	6
Breach of Bail	0	0	2	0	0	0	0	2
Simple Assault; BI	0	0	1	0	0	0	0	1
Reckless Conduct	0	0	0	0	0	0	1	1
Resist Arrest/Detention	0	0	0	0	0	0	2	2
Escape	0	0	0	0	0	0	1	1
Harassment	2	2	3	1	1	2	2	13
Involuntary Emergency Admissio	0	1	0	0	0	0	0	1
Failure to Display Plates	0	0	0	2	0	0	0	2
Suspension of Vehicle Registra	0	1	2	0	0	0	0	3
Unregistered Vehicle	0	0	0	0	0	0	1	1
Operate after Cert as Habitual	0	0	0	0	0	0	1	1
Abandoning a Vehicle	1	0	0	0	0	0	0	1
OPERATING WITHOUT A VALID LICE	0	0	1	2	0	0	1	4
License Req'd; Op w/Expired Lic	0	1	0	0	0	0	0	1
Prohibitions re: Drivers Licen	0	0	0	1	0	0	1	2

01/01/2023 - 07/31/2023

Drive after Rev/Sus	1	0	1	0	1	0	1	4
Drive after Rev/Sus; DUI	0	0	0	0	1	0	2	3
Drive After Rev/Sus - Admin Li	0	0	0	0	0	0	1	1
Drive after Rev/Sus - Admin Li	0	0	0	1	0	0	0	1
Drive after Rev/Sus - subsqt	1	1	2	0	0	0	0	4
Drive after Rev/Suspension	0	1	2	1	0	1	0	5
Conduct After Accident	0	0	0	0	0	1	1	2
Report of Injury to Dog or Cat	0	1	0	0	0	1	0	2
Lane Control	0	0	0	1	0	0	0	1
Speeding 11-15 mph over 65 lim	0	0	0	1	0	0	0	1
Speeding 16-20 mph over limit	0	0	0	0	0	0	1	1
Reckless Operation	0	0	0	1	0	0	1	2
Uninspected Vehicle	0	1	1	0	0	0	2	4
DOG IS VICIOUS	0	0	0	1	0	0	0	1
Stray Livestock or Horses	0	0	0	0	0	0	1	1
TOTALS	10	22	30	27	10	18	42	159

Candia Fire Rescue

Candia, NH

This report was generated on 8/9/2023 8:46:55 AM



Incident Statistics

Zone(s): All Zones | Start Date: 07/01/2023 | End Date: 07/31/2023

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		36	
FIRE		12	
TOTAL		48	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$44,620.00		\$34,620.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		13	
Aid Received		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
6		12.5	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:09:39	0:05:39	
AVERAGE FOR ALL CALLS		0:09:48	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:04:07	0:03:10	
AVERAGE FOR ALL CALLS		0:04:02	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Candia Fire Rescue	24:00		

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Candia Fire Rescue



Candia, NH

This report was generated on 8/9/2023 8:48:41 AM

Incident Type Count per Station for Date Range

Start Date: 07/01/2023 | End Date: 07/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
111 - Building fire	1
131 - Passenger vehicle fire	2
162 - Outside equipment fire	1
321 - EMS call, excluding vehicle accident with injury	28
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	4
350 - Extrication, rescue, other	1
500 - Service Call, other	1
553 - Public service	1
611 - Dispatched & cancelled en route	3
631 - Authorized controlled burning	1
733 - Smoke detector activation due to malfunction	2
# Incidents for 1 - Station 1:	48

Only REVIEWED incidents included.

Building Department - July 2023		
Permits Issued		
Barn		
Chimney		
Commercial		
Deck	2	
Demo		
Driveway		
Electrical	11	
Foundation Only	2	
Gas	12	
Generator		
Leach Bot		
Mechanical	2	
Oil Tank		
Pellet Stove		
Place of Assembly		
Plumbing	6	
Pool	1	
Renewals		
Residential Addition	1	
Residential Garage	1	
Residential One Family	1	
Residential Remodel	4	
Residential Sprinkler		
Septic	1	
Shed	1	
Siding/Roof/Window	2	
Solar Panels		
Tower Antenna		
Use Permit	1	
Wood Burner		
TOTAL PERMITS	48	
INSPECTIONS	72	(8 failed)
July Revenue	\$ 7,999.40	
YTD Revenue	\$ 53,055.46	

July 2023

Candia Recycling Center Monthly Report

	<u>July 2022</u>	<u>July 2023</u>
M.S.W. (Trash)	63.02 tons	60.07 tons
C&D Debris	58.03 tons	42.88 tons
Total waste	121.05 tons	102.95 tons

Recyclables

	<u>July 2022</u>	<u>July 2023</u>
Mix Paper	12 bales = 9.16 ton	7 bales = 5.50 ton
Cardboard	9 bales = 6.49 ton	11 bales = 8.02 ton
1 - #7 plastics	4 bales = 2.65 ton	4 bales = 2.60 ton
Alum. Cans	1 bale = .48 ton	2 bales = 1.12 ton
#2 natural plastic	1 bale = .45 ton	0
Total bales	27 bales = 19.23 ton	26 bales = 18.58 ton
Glass -	1 load = 10.65 ton	0
Total weight	29.88 tons	18.58 tons

Revenue

July 2022
\$9,054.10

July 2023
approx. **\$1708**

2022 YTD -

2023 YTD -

\$41,269.26

7/8 - there was one load of scrap metal marketed, approx., 8 tons which generated approx. \$900 in revenue.

7/13 – 1 bale of old/sheet alum. was marketed, 720 lbs. generated \$298.80.

7/14 – 1 load of High-Grade Dirty Alum. was marketed, 2910 lbs. generated \$509.25 in revenue.

7/21 – there were 49 Freon units evacuated.

7/28 – both the trash compactors and the Horizontal baler were serviced (hydraulic fluid and filters were changed, and all units were greased, ect.)



Town of Candia, NH Board of Selectmen

Since 1946 your American Legion Post 91 Candia has been active in your community supporting activities like the Candia Boy and Cub Scouts, School Awards each year, donating to the town for the poor and food assistance, sending your school children to Boy's and Girl's state, marching in the town old home day parade, meeting each year at the statue for Memorial and Veterans day and has done its best to reach out to all veterans and the needs of the surrounding towns for 77 years.

Candia Post 91 and members of the past who we honor each year will never be forgotten for their dedication to country and nation. Our comradeship once in service to our country and on the battlefield will never be forgotten by those who have served and those who have lost loved ones either while serving or have passed since giving their service to their country.

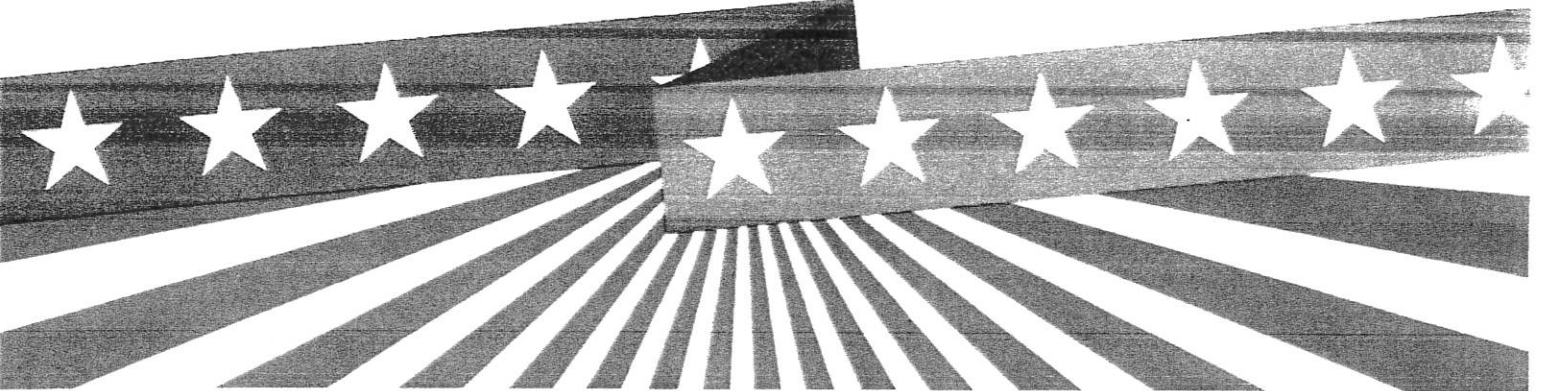
With your approval the post members would like to dedicate a memorial granite seat a final thank you to all Candia Post 91 members past and present from 1946 to 2023 located at the top of the hill at the soldier's monument. The dedication would take place sometime in September or November once notified of its readiness.

On behalf of your Candia Post 91 Past Commander and now Vice Commander Joseph Miele, Kevin Turner Junior Vice, Arron Hayes Sgt at Arms, and Joseph Silveira we wish to thank you for your continued support.



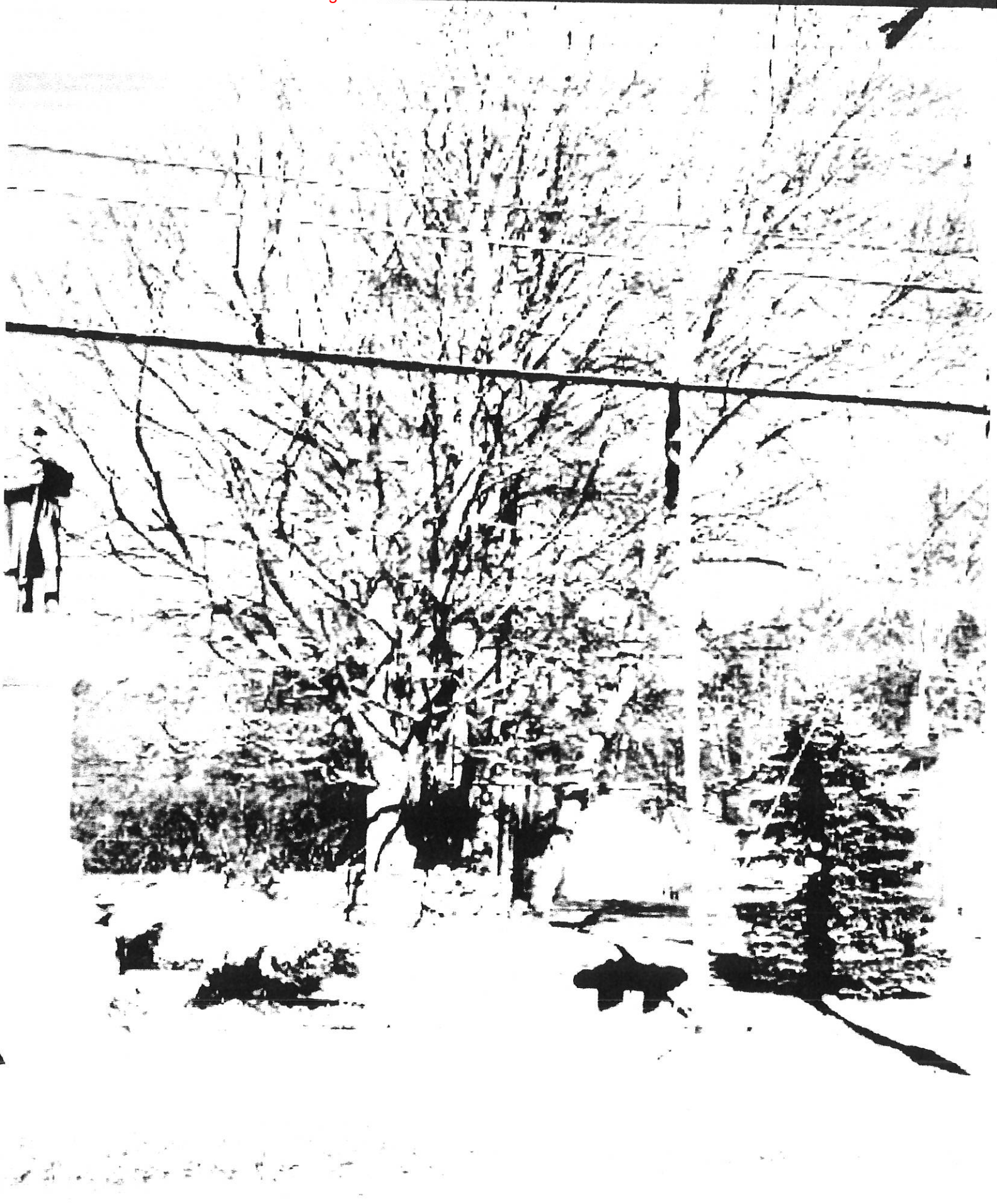
Joseph A Silveira II

Past Candia Post 91 Adjutant



IN MEMORY OF THE MEMBERS
PAST & PRESENT
AMERICAN LEGION CANDIA POST 91
1946 ~ 2023

*Manchester
Memorial
Company*



Proposal

Whitney Consulting Group, LLC, of Salem NH (WCG) is pleased to provide the Town of Candia (Town) with this proposal for the Full Revaluation of Properties and Establishment of Assessed Values for Tax Year 2024.

The term of these contracted services provided is more than one year beginning on January 1, 2024 and terminates with the completion of abatement and appeal work.

Scope of services to be provided:

- a. Complete a full revaluation of all taxable property in the Town.
- b. Regularly meet with officials of the Town to answer questions about the assessment process and general valuation issues.
- c. Regularly meet with DRA officials to fulfill the Town's obligations to the Monitoring of assessment activities.
- d. Finalize all valuations and submit to the Town by September 1, 2024.
- e. Within 30 days of the finalization of values WCG shall deliver to Town and DRA a Mass Appraisal Report or Addendum that complies with the most recent version of the Uniform Standard of Professional Appraisal Practice (USPAP).
- f. Local Abatement Requests
 - i. Assist taxpayers in understanding the local abatement process.
 - ii. Review and supervise the assessing office in the receipt and processing of local abatement applications for various taxes.
 - iii. Review each individual abatement request made to Town and provide a timely recommendation to the Town whether to grant or deny each abatement request.
- g. WCG will enter the Town's utility valuations by other vendors into the CAMA system, or at the Town's discretion, equalize the DRA apportioned value.
- h. WCG will assist the Town to manage the process of taxable value determination of Regulated Utility Distribution Company assets in Town pursuant to RSA 72:8-d. This newly implemented law provides for a statutory formula for the valuation of this property.
- i. Any other involvement in the valuation of utility property by WCG would be at additional expense.

2. Revaluation:

- a. The revaluation will utilize all sales occurring within the two years prior to April 1, 2024.
- b. WCG will inspect all properties located in Town using the procedures outlined herein.
- c. WCG will collect, extract, and analyze data from the local real estate market. Sources of data will include the analysis of sales, local building costs, and national building cost guides. This market data will be used to form preliminary value estimates for each property.

- d. WCG will prepare for the Town a list of the newly established value, and WCG will work with the Town to prepare a letter that communicates revaluation results to each taxpayer. Mailing and printing that notice will be the responsibility of Town.
- e. WCG will hold informal hearings to allow taxpayers to best understand newly established values and provide additional information. Inspections of properties will be made upon request when appropriate. Town will manage the scheduling of appointments and provide appropriate location for hearings. If appropriate, telephone or other remote technology will be utilized.
- f. Town will mail the results of any revised values from the informal hearing process.

3. Inspection of all Properties:

- a. Under the guidance and review of a DRA-Certified Property Assessor Supervisor and utilizing the existing data collection standard for the Town, WCG shall conduct inspections of all property in the Town as follows:
 - i. Certified WCG staff measure and list all properties in Town.
 - ii. Appropriately certified WCG staff will validate all valid arms-length sales that occur during the period of April 1, 2022 to April 1, 2024 by examination and verification to determine the arms-length nature of each sale and whether it should be included in the sales analysis.
 - iii. It will be the responsibility of the Town to assure that ownership records in the CAMA system are updated to reflect the most recent ownership of property.
 - iv. Inspections will be made as close to April 1, 2024 as is practical so that values will be reflective of the condition of property on April 1st.
- b. With the above identified inspection work, detailed records will be kept of the inspection activity and results. Door hangers will be utilized upon the discretion of the Town.
- c. If an inspection of a property was not possible due to a no trespassing posting or there was a refusal of inspection by the owner or occupant of the property, or there appears to be a dangerous person present or dangerous conditions on the property, the Town will send to the property owners identified by WCG a letter requesting an appointment for inspection and will manage the scheduling of appointments using Town staff.
- d. Interior inspections will be attempted for each property for which an owner or occupant is home. No inspection will be attempted if a person who is not at least 18 years of age is at home. WCG will make a second attempt to inspect the interior of the property. If an interior inspection of property was not possible with the second attempt, the Town will send to the property owners identified by WCG a letter requesting an appointment for inspection and will manage the scheduling of appointments using Town staff.
- e. Interior inspections will only occur when the safety of WCG staff and taxpayers are reasonably assured, including the ability to be protected from the spread of epidemic or pandemic diseases.

4. Communications:

WCG shall compile a Quarterly Status Report for the Town Administration on a regular basis which will detail the status and completion of the following items:

- a. Sales inspection and analysis;
- b. Hearings schedule and progress;
- c. Final review;
- d. Abatements and appeals; and, Status of total taxable value of Town, and any increases or decreases thereto.

5. Public Relations:

WCG and the Town, during the progress of the work, shall each use their best efforts to promote full cooperation and amiable relations with taxpayers. All publicity and news releases shall be approved by the Town Administration before being released to the news media. WCG, upon request of the Town Administration, shall provide any assistance necessary to acquaint the public with the mechanics and purpose of the revaluation. WCG will be available to meet with groups of the public.

6. Meetings:

WCG will regularly meet with the Town Assessing staff quarterly following the receipt of the Quarterly Status Report. This meeting will be an opportunity to provide details on the items reported and the upcoming tasks to be completed by WCG, identify Town resources required in the coming months, and estimate tasks in the assessing office for the coming months. The agenda of the meeting will be flexible, and the meeting may be attended by any WCG or Town resource to ask/answer all appropriate questions.

In addition to the quarterly Town Administration meeting, WCG will be available to meet:

- a. With the Town Assessing personnel when a critical need arises.
- b. With the Town Board of Selectmen to:
 - i. Report overall changes in the assessed value of the Town;
 - ii. Provide specific reports on abatement recommendations; and,
 - iii. Present any other recommendations or answer questions as needed.

7. Defense of Values and Other Appeals:

- a. WCG will answer all interrogatories and will assist the Town to prepare information requested under discovery procedures.
- b. WCG will assist the Town's legal counsel in the answering of appeals filed in Superior Court.
- c. WCG will provide experienced and knowledgeable staff to prepare for and defend the values of the Town at the BTLA.

- d. The amount or terms of compensation to be paid to WCG for assessing services to support and defend assessments that are appealed to the BTLA or superior court are in addition to the total cited rates and will be billed at a rate of: \$1,400 per day/\$700 per half day for any fraction of a day up to one half day.
- e. WCG will provide or recommend appropriate additional resources needed to defend the values of the Town in Superior Court. Such resources may include but might not be limited to:
 - i. Appraisals and/or valuation analysis, reports and testimony prepared by WCG or others (additional fees apply);
 - ii. Engineering or other expert analysis, reporting and testimony (additional fees apply); and,
 - iii. Expert fees that are not included in this proposal will be negotiated with the Town on a case-by-case basis.
- f. WCG will include the status of every active appeal in the regular report to the Town Administration.
- g. The defense of special or individual property values established by other contractors will not be part of the services.

8. Insurance:

WCG will establish and maintain general, professional, and automobile liability policies prior to the beginning date of this proposal including the Town as a named party. WCG will notify the Town within 10 days of a material change in coverage. Coverage limits will be as follows:

- a. Public Liability Insurance shall be in the form of commercial general liability with the inclusion of contractual liability coverage and shall provide limits of \$2,000,000 each person and \$2,000,000 each occurrence for bodily injury liability, and \$2,000,000 each occurrence for property damage liability.
- b. Professional Liability Insurance shall be in the form of commercial professional liability with the inclusion of contractual liability coverage and shall provide limits of \$2,000,000 each person and \$2,000,000 each occurrence.
- c. Automobile Liability Insurance shall be in the form of comprehensive automobile liability and shall provide limits of \$1,000,000 each person and \$1,000,000 each occurrence for bodily injury liability.
- d. WCG will maintain workers compensation insurance consistent with State of New Hampshire required minimums.

WCG shall provide proof of such coverages 10-days prior to the start date of work. WCG will provide immediate notice to the Town of any material change in coverages.

9. Deliverables and revaluation schedule:

WCG will provide to the Town in addition to records of regularly completed work pursuant to this Proposal:

Item	Description	Date
Project Startup Meeting	Meet with Town Officials and DRA representative.	30 Days Post Contract Signing
Revaluation Begins	The project starts in earnest with an examination of sales activity and inspection of property as close to April 1 st as is practical.	3/1/2024 Through 5/1/2024
Quarterly Status Report	Provided to Town Administration and Board of Selectmen a Quarterly to update status of completion of sales analysis, hearings progress and schedule, field work, abatements and appeals, and total taxable value of Town.	4/15/2024 Quarterly Thereafter
Market Analysis	Completion of market and sales analysis to determine appropriate table changes.	6/3/2024
Draft Values	Completion of draft values, preparation for review.	6/14/2024
Desk Review	A review of every property and its value by a DRA Certified Assessor Supervisor.	June to July 2024
Completion of Values	Notification sent to taxpayers of newly established values	7/15/2024
Informal Hearings	Opportunity for taxpayers to have values explained by WCG personnel.	8/1/2024 through 8/9/2024
Summary of Value Report	Summary of total value for the Town is provided to the Town for use in the tax rate setting, tax billing and equalization purposes.	9/3/2024
USPAP Report	A USPAP compliant appraisal report to be completed within 60 days of delivery of values.	10/3/2024
Field Assessment Records	After the completion of the inspection of any property and the changes applied to each individual record, WCG will provide to Town all records developed in the collection of field information.	10/3/2024
Data Collection Manual Additions or Corrections	Any changes that are necessary to be made to the existing data collection standard will be made in detail and saved in a manner that allows use for consistent collection of data in subsequent years.	10/3/2024
Review Local Abatements	Review and provide recommendations to the Town relative to each local abatement application filed, including information for inclusion in the Town's notice to taxpayers detailing the decision granting or denying local abatements.	5/1/2025
Abatement Appeals	Subsequent to answering all local abatements, appeals will be supported as needed until completed.	Until Completed

10. Billing and Payment:

WCG employees will be present in the Town and provide the outlined data services and revaluation over a several months long period. The intent of WCG is to provide appropriate levels of staffing to complete the work outlined as specified in this proposal. The total price for these services is \$126,000. Other additional services (such as Appeals and Utility Valuation) will be billed in addition to these regular installments pursuant to a detailed statement.

Monthly installments will be billed on the 15th of each month based on the following schedule:

February 15, 2024	\$12,600
March 15, 2024	\$12,600
April 15, 2024	\$12,600
May 15, 2024	\$12,600
June 15, 2024	\$12,600
July 15, 2024	\$12,600
August 15, 2024	\$12,600
September 15, 2024	\$12,600
October 15, 2024	\$12,600
Holdback Payment (November 15, 2024)	\$12,600

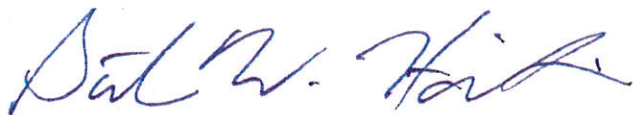
The final payment of services under this contract will occur on or about November 15, 2024 and will reflect the provision of all services to the Town except for written abatement recommendations. If there are any holdbacks to be applied for the non-completion of work, they will be applied to this payment.

Additional assessing services, such as testimony in superior court, or representing the Town or testifying at the Board of Tax and Land Appeals to be billed at a rate of \$1,400 per day, or \$700 per day for any fraction of a day up to ½ day. Those services will be invoiced on the 15th of the month immediately following the provision of those services.

11. The Town will provide to WCG sufficient desk and workspace to complete the work under this proposal. The Town will provide remote computer access to the Town’s Computer Assisted Mass Appraisal (CAMA) system. The Town will maintain and pay license and maintenance fees for the CAMA system. The Town will consult with WCG on any changes considered to the CAMA deployment, including any changes in the CAMA system used.

The Town will provide printing, copying and mailing services to WCG in the completion of its work with the exception of those items identified herein as the responsibility of WCG.

This proposal is presented this the 19th day of July 2023, by Stephan W. Hamilton on behalf of Whitney Consulting Group, LLC. The terms offered herein are valid for sixty days, and that period may be extended by mutual agreement. If these terms are acceptable, WCG will incorporate them into a draft contract that will be provided to Town for comments and edits prior to provision to the Department of Revenue Administration for review and comment.



Stephan W. Hamilton
President



Richard H. Snow
PO Box 10037 – 127 Depot Road
East Candia, NH 03040-0037

August 5, 2023

Lynn Chivers
Chair, Municipal Budget Committee
74 High Street
Candia, NH 03034

LOOK
PLEASE READ

Lynn:
This letter is to formally resign from the Candia Municipal Budget Committee,
effective August 5th, 2023.

I no longer have either the time nor the energy to properly contribute to this committee.

Cordially,

Richard H. Snow

cc: Candia Town Clerk



Town of Candia
LAND USE OFFICE
Candia, New Hampshire 03034
(603) 483-8588

August 2, 2023

Board of Selectmen
Town of Candia
74 High Street
Candia, NH 03034

RE: Request for Appointment

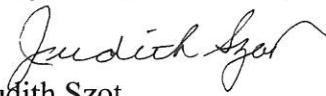
Dear Board of Selectmen,

This is to request favorable consideration by the Board of Selectmen for the appointment of Bill Keena as an alternate to the Zoning Board of Adjustment.

Our Board was unanimous in its support for Bill Keena. We urge your support and appointment. Our next meeting is August 22, 2023.

Please give favorable consideration to this request at your next scheduled meeting on August 14, 2023

Respectfully submitted,


Judith Szot
Chairman
Zoning Board of Adjustment

Cc File

CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT			
TOWN OF CANDIA				1 Paved	3 Rural	Description	Code	Assessed	Assessed
74 HIGH STREET						EXM LAND	9035	12,000	12,000
CANDIA NH 03034		SUPPLEMENTAL DATA							
		Alt Prcl ID			EXEMPTI				
		OWNER A 001467							
		PICK-UP							
		SC							
		GIS ID			Assoc Pid#				
						Total		12,000	12,000

VISION

RECORD OF OWNERSHIP							PREVIOUS ASSESSMENTS (HISTORY)							
BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	Year	Code	Assessed	Year	Code	Assessed V	Year	Code	Assessed
5772 0834	11-14-2016	U	V	0		2023	9035	12,000	2022	9035	12,000	2021	9035	12,000
2252 0153	02-18-1976	U	V	0		Total		12,000	Total		12,000	Total		12,000

EXEMPTIONS				OTHER ASSESSMENTS			
Year	Code	Description	Amount	Code	Description	Number	Amount
Total			0.00				

This signature acknowledges a visit by a Data Collector or Assessor

ASSESSING NEIGHBORHOOD			
Nbhd	Nbhd Name	B	Tracing
0001			

APPRAISED VALUE SUMMARY	
Appraised Bldg. Value (Card)	0
Appraised Xf (B) Value (Bldg)	0
Appraised Ob (B) Value (Bldg)	0
Appraised Land Value (Bldg)	12,000
Special Land Value	0
Total Appraised Parcel Value	12,000
Valuation Method	C
Total Appraised Parcel Value	12,000

NOTES	
2013-ADDED LOT NOT PREV.ASSESSED	
11/2016-TAX DEED	

BUILDING PERMIT RECORD							
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp

VISIT / CHANGE HISTORY					
Date	Id	Type	Is	Cd	Purpose/Result
10-27-2013	SM			00	Measur+Listed

LAND LINE VALUATION SECTION																	
B	Use Code	Description	Zone	LA	Land Type	Land Units	Unit Price	Size Adj	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes	Location Adjustmen	Adj Unit P	Land Value	
1	903V	MUN MDL-00	C			20,037 SF	3.98	1.00000	5	0.15	05	1.000	CF=LOCATION/SIZE		1.0000	0.6	12,000
Total Card Land Units						0.46	SF	Parcel Total Land Area						0.46	Total Land Value		12,000

CONSTRUCTION DETAIL					CONSTRUCTION DETAIL (CONTINUED)					
Element	Cd	Description			Element	Cd	Description			
Style:	99	Vacant Land								
Model:	00	Vacant								
Grade:										
Stories:										
Occupancy										
Exterior Wall 1										
Exterior Wall 2										
Roof Structure:										
Roof Cover										
Interior Wall 1										
Interior Wall 2										
Interior Flr 1										
Interior Flr 2										
Heat Fuel										
Heat Type:										
AC Type:										
Total Bedrooms										
Total Bthrms:										
Total Half Baths										
Total Xtra Fixtrs										
Total Rooms:										
Bath Style:										
Kitchen Style:										
Color										
					CONDO DATA					
Parcel Id		C		Owne						
		B		S						
Adjust Type	Code	Description		Factor%						
Condo Flr										
Condo Unit										
					COST / MARKET VALUATION					
Building Value New										
Year Built										
Effective Year Built					0					
Depreciation Code										
Remodel Rating										
Year Remodeled										
Depreciation %										
Functional Obsol										
External Obsol										
Trend Factor					1					
Condition										
Condition %										
Percent Good										
RCNLD										
Dep % Ovr										
Dep Ovr Comment										
Misc Imp Ovr										
Misc Imp Ovr Comment										
Cost to Cure Ovr										
Cost to Cure Ovr Comment										
OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)										
Code	Description	L/B	Units	Unit Price	Yr Bilt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value
BUILDING SUB-AREA SUMMARY SECTION										
Code	Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value				
Ttl Gross Liv / Lease Area		0	0	0		0				

No Sketch

a motion to amend Article 36 to Eight Hundred Seventy Nine Thousand Dollars and no cents (\$879,000.00), the same as last year. The amendment was seconded by Carla Penfield. Gary York asked to Move the Question, seconded by Don Belcourt. It was so voted to move the question. A standing vote was taken on the amendment. IN FAVOR: 48 OPPOSED: 60 **THE AMENDMENT FAILS.** A vote on the article then followed: "To see if the Town will vote to raise and appropriate the sum of Nine Hundred Nineteen Thousand Three Hundred Thirty-Eight Dollars and thirteen cents (\$919,338.13)." Vote was taken by a show of ballots. **ARTICLE 36 was ADOPTED.**

ARTICLE 37: "To see if the Town will vote to authorize the Board of Selectmen to accept gifts of personal property, other than money, which may be offered to the Town for any public purpose, and that such authorization shall remain in effect until rescinded by a vote of the Town Meeting, as permitted by RSA 31:95e." Motion to adopt the article as read was made by Brien Brock, seconded by Gary York. Vote was taken by a show of ballots. **ARTICLE 37 was ADOPTED.**

ARTICLE 38: "To see if the Town will vote to authorize the Selectmen to apply for, accept, and expend without further action by the Town Meeting, money from the State, Federal, or other Governmental unit or a private source which becomes available during the fiscal year, pursuant to RSA 31:95-b." Motion to accept the article as read was made by Gary York, seconded by Brien Brock. Vote was by a show of ballots. **ARTICLE 38 was ADOPTED.**

ARTICLE 39: "To see if the Town will vote to authorize the Town to accept such funds as are made available to the Candia Forest Fire Warden under the Rural Development Act of 1972, Title IV." Motion was made by Gary York to accept the article as read, seconded by Brien Brock. There was no discussion. Vote was by a show of ballots. **ARTICLE 39 was ADOPTED.**

ARTICLE 40: "To see if the Town will vote to authorize the Treasurer with the approval of the Selectmen to negotiate temporary loans in anticipation of taxes." Gary York moved to accept the article as read, seconded by Brien Brock. Vote was by a show of ballots. **ARTICLE 40 was ADOPTED.**

ARTICLE 41: "To see if the Town will vote to authorize the Board of Selectmen to accept, on behalf of the Town, gifts, legacies, and devices made to the Town in trust for any public purpose, as permitted by RSA 31:19." Motion to accept the article as read was made by Gary York, seconded by Brien Brock. Vote was taken by a show of ballots. **ARTICLE 41 was ADOPTED.**

ARTICLE 42: "To see if the Town will vote to authorize the Selectmen to convey any real estate acquired by the Town by Tax Collector's Deed. Such conveyance shall be by deed following a public auction, or the property may be sold by advertised sealed

1993

