

Minutes of the Selectmen's Work Session
March 10, 2026

Members Present: Lynn Sweet, Chair; Brian Monahan; R. Stephen Leighton
Others Present: Ellen White, Town Administrator; Sonja Smith, Minutes Keeper
In Attendance: Kevin Leen, KRT Assessing

The work session was called to order at 10:00AM.

Kevin Leen from KRT Assessing met with the Board to review the upcoming 2026 Revaluation schedule. The schedule provided is attached to these minutes.

The equalization ratio for 2025 has not yet been released. KRT reported that it has estimated the ratio to be within the range of 50% to 60%. Recent property sales and corresponding assessed values were reviewed and discussed.

Questions were raised regarding the assessment of new construction. It was explained that assessments are based on market cost and established cost tables. Accessory dwelling units (ADUs) will also be reviewed to ensure they are identified, coded, and assessed properly.

The Board discussed proposed legislation currently before the State Legislature that would allow for an additional tax on waterfront properties based on linear feet of frontage.

The Board requested that all necessary reports be provided in advance of the August 4 meeting for their review. The Board expressed its appreciation to Mr. Leen for his time and for meeting with the Board.

Work session adjourned at 10:45AM.

Strafford, New Hampshire
2026 Cyclical Revaluation

Below are the steps KRT will employ to complete Strafford’s 2026 Cyclical Revaluation along with a timeline for completion.

- Measure and list all properties that sold from 4/1/2025 to 3/31/2026
- Field review properties that sold from 4/1/2025 to 3/31/2026
- Recheck neighborhood delineations and adjust as needed based on market shifts
- Update all tables (land, building, depreciation and cost modeling)
- Review all properties in the field to check data accuracy, grades and conditions and values
- Make sure the sales analysis meets guidelines set by IAAO, ASB and DRA
- Mail impact notices to all property owners as notification of new assessments
- Hold informal hearings for all property owners wishing to have their value reviewed
- Mail a final notice to those who had a hearing
- Prepare and submit to DRA a new USPAP Manual detailing the methodology, table changes and ratio studies

Task	Start Date	Completion Date
Contract Execution	10/20/25	10/31/25
Start-Up Meeting	03/09/26	03/20/26
Public Relations	On-going	
Measure & List Sales	03/23/26	03/27/26
Field Review Sales	03/30/26	04/03/26
Update Tables	04/06/26	06/05/26
Field Review	06/08/26	06/26/26
Final Valuations	06/29/26	07/31/26
Town Review	08/03/26	08/14/26
Impact Notices	08/17/26	08/21/26
Informal Hearings/Review	08/24/26	09/11/26
Final Revaluation Products Delivered	09/14/26	09/25/26
Contract Completion		09/25/26