

To: Salem Town Council
From: Joseph Devine, Town Manager *[Signature]*
Date: December 2, 2024
Re: Town Manager's Report

MEMORANDUM



News and Noteworthy:

DRA Sales Ratio Survey

As part of its annual process, the New Hampshire Department of Revenue Administration (NH DRA) conducts an assessment-to-sales ratio study for each municipality. This analysis provides insight into the equity and uniformity of property assessments in Salem.

A draft analysis of the 2024 sales data indicates that the town's assessment-to-sale price median ratio is expected to be approximately 72.5% for the 2024 tax year. This represents a 6-point, or roughly 8%, decrease from last year's ratio of 78.5%. These results align closely with trends observed in other southern New Hampshire communities serviced by MRI.

The study included 430 valid sales, an increase from last year's 356 sales. Salem's coefficient of dispersion (COD), which measures the variation in assessment levels, stands at approximately 13.5. This is well below the maximum threshold of 20.0, reflecting strong equity in assessments. The price-related differential (PRD), which indicates whether properties are assessed equitably across various price ranges, is at 1.01, falling within the acceptable range of 0.98 to 1.03.

These metrics are positive indicators of the town's commitment to fair and consistent property assessments. For more information about the Equalization Process, you can refer to the [NH DRA's Assessing Reference Manual](#).

Hazard Mitigation Plan Update

The Hazard Mitigation Committee (HMC) has been working on the federally required five-year update to Salem's 2018 Hazard Mitigation Plan. To facilitate this process, the Town has partnered with June Garneau of Mapping and Planning Solutions.

The updated plan aims to identify natural and human-caused hazards, assess vulnerabilities, and establish strategies to mitigate risks to Salem's critical infrastructure, resources, and community. This proactive planning process, mandated by the Disaster Mitigation Act of 2000, is essential for maintaining eligibility for FEMA funding in the event of a natural disaster. FEMA grants have made the planning process possible.

It is important to distinguish the hazard mitigation plan from the Town's Emergency Operations Plan. While the hazard mitigation plan focuses on proactive measures to minimize the impact of disasters, the emergency plan provides guidelines for responding to disasters as they occur.

The final meeting of the Hazard Mitigation Committee is approaching, and we expect to present the completed plan to the Town Council early in the new year for review and approval.

NHMA Membership Benefits Webinar

On Wednesday, December 11, from 12:00 PM to 1:00 PM, the New Hampshire Municipal Association (NHMA) will be hosting a free webinar on its membership benefits. This session is open to all NHMA members and associate members and will be conducted via the Zoom platform.

NHMA provides full membership to all cities and towns in New Hampshire, as well as associate membership to village districts, counties, regional planning commissions, and quasi-municipal public agencies. Currently, NHMA proudly represents all 234 cities and towns in New Hampshire, along with 52 associate members.

This webinar is an excellent opportunity to learn how to maximize the benefits of your membership. Executive Director Margaret Byrnes will provide an in-depth walk-through of the many resources and services available, including access to a wealth of free tools and information designed to support municipalities.

If you're interested in attending, please let me know, and I can assist with registration. This is a great opportunity to explore the full value of NHMA membership and all it offers.

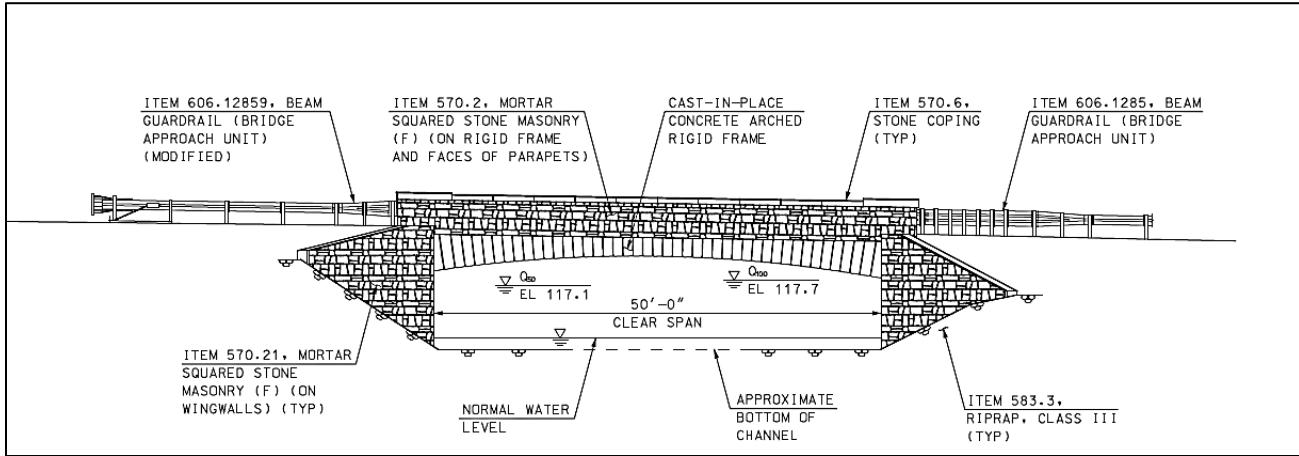
Cold Storage Building

The Cold Storage Building is now closed, insulated and heated and the trucks are being organized to be placed in the rehabilitated area as winter gets close. The previous fleet maintenance area in DPW has had the rough plumbing completed, new slab poured, and masonry block wall work has started.

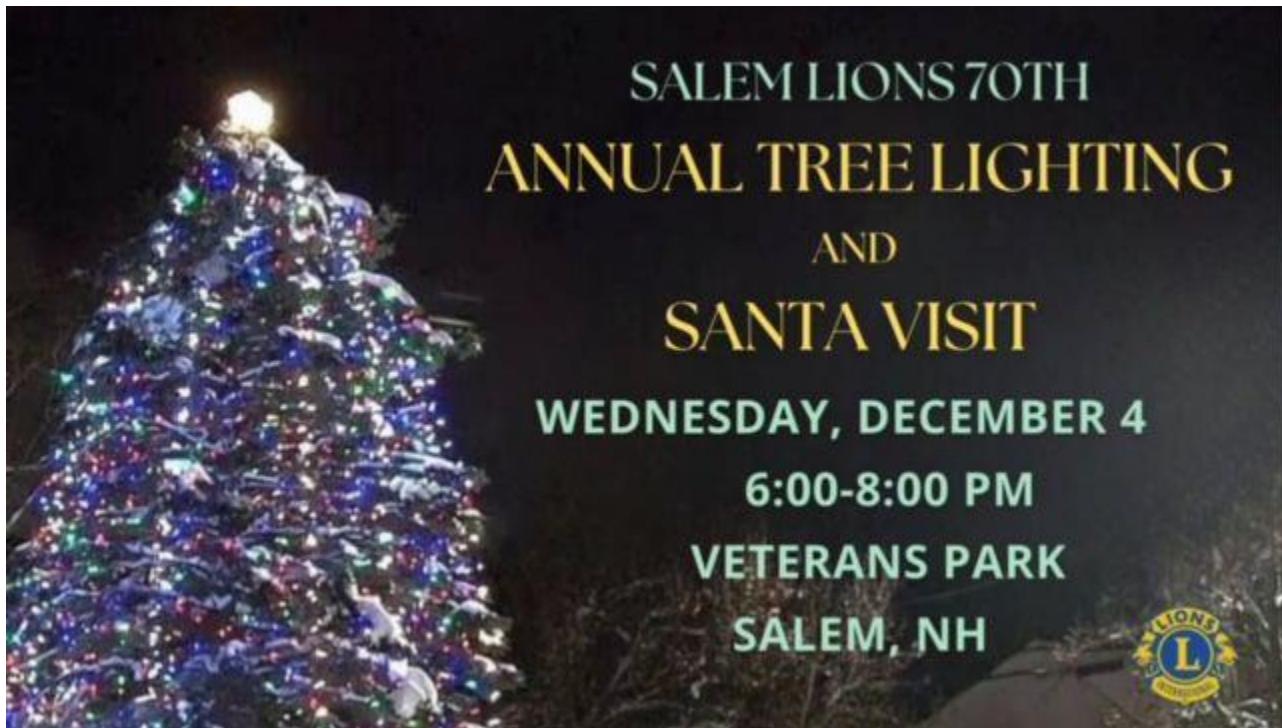


Bridge Street Bridge

Final permitting and design is underway for Bridge Street Bridge with the project included within the FY 25 Budget for construction. The Town has entered into an agreement with NHDOT for an 80/20 split for the project which is expected to be over 6 million dollars. The bridge will be constructed in appreciation of the Historic District including a stone clad finish.



Events:





Salem,NH Community Services Department

Winter Fest

19
DECEMBER

5:00PM-7:30PM
INGRAM SENIOR CENTER

Meet Santa | Shop Handmade Gifts
Family Fun for all ages!

NOW FEATURING A FREE SLEIGH RIDE
Courtesy of our Sponsors

Ingram Senior Center,
1 Sally Sweet Way Salem,NH
Parking @ The Salem District Court House &
Town Hall, Walk down our short lit pathway to
the center!

SALEM
Community
Services
Department

Salemnh.myrec.com

Items Signed on Behalf of the Town Council Since Last Update:

- Payment Check Register (11-18-24) - \$18,908.33
- Payment Check Register (11-19-24) - \$3,272,956.73
- Payment Check Register (VOID) (11-18-24) - \$17,805.33
- Payroll Register No. 47 (11-18-24) - \$340,562.56