

City of Berlin, NH

Board Of Assessors
Minutes of Meeting
November 15, 2018

Location: Assessor's Office, City Hall



Present: Robert Goddard, Chair of Board of Assessors
Mark Eastman, Member of Board of Assessors
Kem Rozek, Member of Board of Assessors
Jim Wheeler, City Manager
Bryan Chevarie, Assessing Coordinator

1) **1) CALL TO ORDER**

The meeting was called to order at 3:30 PM.

2) **ROLL CALL & PLEDGE OF ALLEGIANCE**

Chair Robert Goddard – In attendance
Member Mark Eastman – In attendance
Member Kem Rozek – In attendance

Those in attendance recited the Pledge of Allegiance at this time.

3) **REVIEW & APPROVE MINUTES DATED OCTOBER 25, 2018**

The minutes of the meeting of October 25, 2018 were reviewed by members of the Board at this time. Mark Eastman made a motion to accept and seal the minutes as typed. Robert Goddard seconded the motion. All in favor, the motion carried.

NON-PUBLIC SESSION RSA 91-A:3 II (c)

Kem Rozek made a motion to go into non-public session per RSA 91-A:3 II (c) “Matters which, if discussed in public, would likely affect adversely the reputation of any person...” Robert Goddard seconded the motion. All concurred. The Board of Assessors went into non-public session.

RESULT OF NON-PUBLIC SESSION

Members of the Board went into a non-public session to discuss tax deferrals under RSA 72:38-a. Kem Rozek made a motion to go into regular session and to seal the documentation provided as the information is confidential material and not right-to-know for issues discussed under RSA 91-A:3 II (c). Mark Eastman seconded the motion and stated that the Board is now in public session.

4) **STATISTICAL UPDATE**

Robert Goddard distributed several pages that had been copied out of the USPAP (Uniform Standards of Professional Appraisal Practice) manual from a continuing education course he recently completed. Those in attendance reviewed the handout and several points were expounded on. These standards relate to the core of mass appraisal and assessing.

The group discussed the statistical update at length. New and old valuations were analyzed on both macro and micro levels. All three members of the Board had gone into several neighborhoods since the last meeting to review the updated values and how they relate to their findings. The group was in consensus that they are not comfortable giving the model their blessing at this time.

Robert Goddard will contact KRT Appraisal's Rob Tozier to discuss the group's concerns in greater detail in the upcoming days. Jim Wheeler will contact the Department of Revenue Administration to inquire whether an across-the-board increase of a uniform percentage would be an acceptable methodology to employ.

5) **OTHER BUSINESS**

There was no other business at this time.

6) **MEMBER COMMENTS**

There were no member comments at this time.

7) **ADJOURNMENT**

There being no further business before the Board, a motion to adjourn was made by Kem Rozek. Mark Eastman seconded the motion.

The meeting ended at 6:45 PM

Respectfully submitted,
Bryan Chevarie, Assessing Coordinator

* Note: These minutes are unofficial until they have been accepted by the Board of Assessors by motion.