

City of Berlin, NH

Board Of Assessors Minutes of Meeting October 25, 2016



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

1) **CALL TO ORDER**

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

2) **REVIEW & APPROVE MINUTES DATED AUGUST 2, 2016**

The minutes for the meeting of August 2, 2016 were sent to the Board for their review prior to this meeting. A motion was made by Board member Mark Eastman to accept the minutes as typed. Member Kem Rozek seconded the motion. The motion was made, seconded, and all concurred. The minutes of August 2, 2016 will be placed on file.

3) **KRT UPDATE**

Chair Robert Goddard explained that he has been in touch with KRT Appraisal regarding questions the Board had about the assessments of several properties in Berlin. This was done in an effort to keep the lines of communication open between the City and KRT and aide in supporting a healthy and positive working relationship.

4) **REVIEW APPEALS SUBMITTED TO BTLA**

The Board reviewed a list of 2015 tax abatement applications that have been submitted to the Board of Tax and Land Appeals. Twenty property owners have formally submitted appeals to the BTLA. EverSource (PSNH) has since dropped their appeal and the application for 1870 Hutchins Street has been disqualified due to an untimely initial filing with the City. This leaves eighteen remaining applications that have been ordered to mediation. Richard Dorsett of KRT Appraisal has been given copies of these applications. He has been working his way down the list and reaching out to homeowners in order to move forward in the process.

5) **SPECIAL WARRANT TO COLELCT TAXES**

Davenport, Elbert Paul Jr – Life Estate 190 Glen Avenue Map 117-Lot 52

The Board reviewed the RSA pertaining to the collection of deferred taxes after a homeowner passes away. The group wanted confirmation that the required mailings were sent to the appropriate next of kin and/or new owners of the property regarding the potential collection of past-due taxes from the RSA lien. Office staff will verify this and the subject will be revisited at the next meeting.

6) REVIEW TAKE ACTION ON REPORT OF TIMBER CUT

Goddard, Robert & Debra **Highland Park Avenue** **Map 126-70**

The Board reviewed a Report of Timber Cut form submitted to the Assessors' Office. A bill in the amount of \$54.75 was sent to the City's Finance Department for collection.

7) DOOMAGE LETTER – ALLEN BOUTHILLIER

The Board signed a letter addressed to Allen Bouthillier of AB Excavating for a missing Report of Wood Cut form. The State of NH hired Mr. Bouthillier's company to cut timber on State-owned land (Operation #15-045-03-T for Map 407-Lots 9.02 and 10) and a report of wood cut was never filed for the associated stumpage. The letter will be sent to Mr. Bouthillier asking for a completed Report.

8) REVIEW & TAKE ACTION ON BLIND EXEMPTION APPLICATION

Favreau, Paul **68 Jasper Street** **Map 120-Lot 241**

The Board reviewed a blind exemption application submitted by Paul Favreau and an accompanying letter from the US Department of Education certifying Mr. Favreau's status. Appropriate forms were signed and Mr. Favreau will receive the \$15,000 exemption starting tax year 2017.

9) REVIEW & TAKE ACTION ON VETERAN TAX CREDITS

Haynes, Robert **239 Church Street** **Map 120-Lot 304**

The Board reviewed Mr. Haynes' application and voted to grant the veteran tax credit starting tax year 2017. The application and response forms were signed by the Board.

Dion, Arthur **662 Sixth Avenue** **Map 110-Lot 128**

The Board reviewed Mr. Dion's application and voted to grant the veteran tax credit and 100% total and permanent disabled veteran's credit beginning in tax year 2017.

Landry, Roger **545 Third Avenue** **Map 111-Lot 93**

The Board reviewed Mr. Landry's application and voted to grant the veteran tax credit starting tax year 2017. The application and response forms were signed by the Board.

Donaldson, John **133 Summer Street** **Map 128-Lot 118**

The Board reviewed Mr. Donaldson's application and voted to grant the veteran tax credit starting tax year 2017. The application and response forms were signed by the Board.

Lavertue, Robin L **113 Shepard Street** **Map 111-Lot 64**

The Board reviewed Mr. Lavertue's application and voted to grant the veteran tax credit and 100% total and permanent disabled veteran's credit beginning in tax year 2017.

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

Member Mark Eastman 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..." Member Kem Rozek seconded this motion. All concurred. The Board of Assessors went into non-public session.

RESULT OF NON-PUBLIC SESSION

Board Member 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). Member Mark Eastman seconded the motion and stated that the Board was now in public session.

The following elderly exemption application was acted on:

Nickerson, Beverly 663 Sixth Avenue Map 110-Lot 135

The Board voted to grant the elderly exemption request for Ms. Nickerson as they felt that she meets the requirements of the program. She will be advised of this decision and will receive a \$21,000 exemption beginning tax year 2017.

11) REVIEW & TAKE ACTION ON ELDERLY/DISABLED TAX DEFERRAL APPLICATIONS

The Board decided to review these at the next meeting, as the RSA reads that the applications shall be ruled on between the mailing of the final tax bill by the municipality and the following March 1st. The final tax bills will be sent by the next meeting date and the Board will review the deferral applications at that time.

Mark Eastman made a motion for the Board to only consider deferrals between the notice of tax (mailing of the second-half tax bill) and the following March 1st. The motion was seconded by Kem Rozek. All in favor, the motion passed.

12) OTHER BUSINESS

Chair Robert Goddard explained that, currently, the City of Berlin does not have an appraised value for the wind turbines on Jericho Mountain. The group was in agreement that this should be addressed, likely by Skip Sansoucy and his team. Chair Goddard will speak with the City Manager, Jim Wheeler, and appropriate steps will be taken to further this goal.

13) ADJOURNMENT

There being no further business, a motion to adjourn was made by Member Kem Rozek and seconded by Mark Eastman. The motion passed. The next meeting of the Board will be held in the near future. The meeting adjourned at 5:15 pm.

Respectfully submitted,

Bryan Chevarie, Assessing Coordinator