

6) REVIEW TRI-COUNTY CAP CORNERSTONE PILT

The group reviewed last year's PILT agreement between the City and Tri-County CAP in regards to their Cornerstone Housing building on Main Street. The amount of this year's PILT will be \$9,586. A notice advising them of this payment will be forwarded to their administrative office and another copy will be sent to the City's tax collector.

7) UPDATE ON KRT ASSESSING SERVICES

The group discussed KRT's performance at this point in the statistical update process. They recounted problems that had been encountered in prior years with Avitar Associates and discussed how they hoped such scenarios will unfold with KRT if similar situations arise. It was agreed that open communication will be vital to the relationship between the two entities.

8) REVIEW & APPROVE VETERAN TAX CREDIT APPLICATIONS

Bilodeau, Dennis Map 127 Lot 240 6 Norway Street

The Board reviewed Mr. Bilodeau's application and voted to grant the veteran tax credit starting tax year 2016. The application and response forms were signed by the Board.

Murphy, Michael Map 120 Lot 272 368 High Street

The Board reviewed Mr. Murphy's application and voted to grant the veteran tax credit starting tax year 2016. The application and response forms were signed by the Board.

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

Chairperson Robert Goddard called for the meeting to go into non-public session. Member 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,..." Member Mark Eastman 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) and RSA 91-A:3 II (e). Member Mark Eastman seconded the motion and stated that the Board was now in public session.

The Board had approved a Tax Deferral for Elderly or Disabled application for Phyllis Russo of 239 Wight Street (RSA 72:38a) at the December meeting. The Coos County Registry of Deeds rejected the lien deferral paperwork due to the application being filled out on double sided paper. The Board signed new paperwork and response forms. Ms. Russo will be advised of this decision. Appropriate documentation will be forwarded to the Finance Department and the Coos County Registry of Deeds.

The Board decided to table a Tax Deferral for Elderly or Disabled application submitted by Donald Lanteigne of 181 Collins Street. The group felt that more information is needed to gauge whether the applicant qualifies for this lien deferral. Additional information will be gather and the application will be revisited at a later date.

The Board approved an elderly exemption application for Constance Charest of 441 Norway Street starting tax year 2016. Ms. Charest will be notified of this decision.

7) **REVIEW & SIGN REPORT OF TIMBER CUT**

Chapman Industrial, LLC **Map 104 Lot 17** **218 Jericho Road**

The Board reviewed a Report of Timber Cut for a parcel owned by Robert Chapman. A yield levy in the amount of \$116.25 was signed by members of the Board. Appropriate documentation will be sent to the tax collector and the Department of Revenue Administration.

Nelson, Christopher & Tracy **Map 406 Lot 2** **Cates Hill Road**

The Board reviewed a Report of Timber Cut for a parcel owned by Christopher and Tracy Nelson. A yield levy in the amount of \$4,096.66 was signed by members of the Board. Appropriate documentation will be sent to the tax collector and the Department of Revenue Administration.

8) **REVIEW CURRENT USE APPLICATIONS**

Kelley, Steven **Map 404 Lot 20** **Riverside Drive**

The Board reviewed Steven Kelley's application to put his entire parcel into current use. The group signed appropriate documentation to approve Mr. Kelley's request. He will be notified of this decision.

The Board decided to table an unfinished current use application submitted by Robbie Munce. It will be revisited when all appropriate documentation is available for the group to review.

9) **OTHER BUSINESS**

Members of the Board reviewed two DRA Action Reports resulting from their recent visits to Berlin. No action was required on the part of the Board.

10) **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 6:00 pm.

Respectfully submitted,
Bryan Chevarie, Assessors' Office Coordinator