

City of Berlin, NH

Board Of Assessors
Minutes of Meeting
December 16, 2020, 2:30PM
Via Zoom



Present: Robert Goddard, Chair of Board of Assessors
Mark Eastman, Member of Board of Assessors
Lise Barrette, Assessing Coordinator
Pamela Laflamme, Community Development Director
Absent: Kem Rozek, Member of Board of Assessors

1) **Call to Order**

The meeting was called to order at 2:30 PM.

Robert Goddard read the following statement: As Chair of the Board of Assessors, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means: We are utilizing Zoom for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-558-8656 and meeting ID 813 8976 2797, Passcode 818413.

b) Providing public notice of the necessary information for accessing the meeting: We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Board at www.berlinnh.gov.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 603-752-8587 or email at plaflamme@berlinnh.gov.

d) Adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote. Let's start the meeting by taking a roll call attendance. When each member state their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

2) **Roll Call**

Member Mark Eastman – In attendance

Chair Robert Goddard – In attendance with Debra Goddard present

3) **Review and Approve Minutes**

Robert Goddard made a motion to accept the minutes of October 14, 2020 as presented. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

4) **Review and Sign Abatement for BTLA Appeal Decision**

The BTLA order for Ashley and Richard Mattos, 700 Lancaster Street, was reviewed and the abatements were discussed. The BTLA has determined the total value of Map 129 Lot 92 is to lowered from \$46,100 to \$41,500. It is recommended that an abatement in the amount of \$181 for 2018 and \$183 for 2019, be granted. Robert Goddard made a motion to accept and grant the abatements per the BTLA order. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

5) **Sign Abatements for City Owned Property**

Robert Goddard made a motion to accept and sign the abatements for tax bills on 8 Main Street, Map 118 Lot 117 and East Milan Road Map 404 Lot 47. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

6) **Sign special Warrants for City Sold Property**

Robert Goddard made a motion to sign the special warrant for Matthew & Jennifer Bowman, 563 Second Avenue, Map 111 Lot 68. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the special warrant for Caren Damocogno, 615 Fourth Avenue, Map 110 Lot 41. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the special warrant for Jonathan Wolfgram and Katherine Breen, 88 Wight Street, Map 120 Lot 10. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the special warrant for Holly and Adam Fontaine, 508 Hillside Avenue, Map 128 Lot 24. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the special warrant for Holly and Adam Fontaine, 508 Hillside Avenue, Map 128 Lot 24. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Robert Goddard made a motion to sign the special warrant for Elton and Waldemar Kuster, 56 Pershing Street, Map 135 Lot 219. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Robert Goddard made a motion to sign the special warrant for Richard and Jason Morneau, 23 Norway Street, Map 127 Lot 186. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Robert Goddard made a motion to sign the special warrant for Carl Patry, 532 Burgess Street, Map 130 Lot 248. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the special warrant Gerald and Doris Riendeau, 413 Derrah Street, Map 133 Lot 29. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Robert Goddard made a motion to sign the special warrant for Kristopher and Robyn Saunders, 458 Willard Street, Map 120 Lot 154. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the special warrant for Mitchell Thayer, 340 Church Street, Map 120 Lot 335. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

7) Take Action on Surviving Spouse Veteran's Applications

Robert Goddard made a motion to accept and sign the surviving spouse Veteran's Application for Pauline Marcotte, 11 Presidential Avenue, Map 121 Lot 105. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mark Eastman made a motion to accept and sign the surviving spouse Veteran's Application for Doris Henry, 138 Summer Street, Map 128 Lot 122. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

It was noted that the application for Therese Therriault has yet to be received.

8) Review Report of Wood or Timber Cut and Sign Abatement

Robert Goddard made a motion sign the Certification, the Warrant and the Abatement forms for Jeremy Stultz, Sappi North America Inc, Map 408, Lot 1. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

9) Other- Veteran's Credit & G. Sansoucy's letter regarding towers

The Tax2 bill for George Labrecque did not reflect half of his granted veteran's credit. Robert Goddard made a motion to accept and sign the abatement for Mr. Labrecque, 43 Hermanson Street, Map 125 Lot 82. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Mr. Sansoucy's letter was reviewed and accepted. Future corrections will be made for Parcel 406-16-L1, Time Warner Tower and Parcel 406-20-L2, Fairpoint Tower.

10) Review of Tax Exempt Property Claim

Shallow River Properties, Inc.

Map 119 Lot 222, Map 119 Lot 223, Map 136 Lot 8.3C,
Map 136 Lot 8.5D, Map 136 Lot 57, Map 119 Lot 190

Documents and history was reviewed. The letter of recommendation from Corcoran Consulting was discussed. There was also some discussion around 501(c)2 properties, and (Payment in Lieu of Taxes) PILOT agreements or lack of, currently with the City. Mark Eastman brought up that Shallow River is a Holding company and rents to a Mother company which is a nonprofit. The money collected by Shallow River must only be for rent, and he is still unsure if that's the case. Mr. Eastman stated that there is a RSA which states how PILOTS are to be calculated. Robert Goddard made a motion to grant the Exempt status for Shallow River for Tax Year 2020 and to put on the future agenda to get the situation cleaned up for Tax Year 2021. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

11) Discharge of Tax Deferral

Mark Eastman made a motion to accept the discharge of RSA Lien for Caren Damacogno, 607 Fourth Avenue, Map 110 Lot 40 which has been paid in full. Robert Goddard seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

12) Other Business

The assessment program, VISION upgrade was discussed. The Board expressed their interests in having tax assessment cards available online to the public vs. acquiring by request. Ms. Laflamme discussed the extra costs involved in having tax cards online, she will get a quote to have this done for the budget 2022. Robert Goddard made a motion that the Board of Assessor's support Ms. Laflamme's efforts in obtaining the ability to get tax cards available online. Mark Eastman seconded the motion. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

13) Adjournment

Mark Eastman made a motion to adjourn at 3:40pm. Robert Goddard seconded it. The Board voted unanimously by roll call vote, Eastman – aye, Goddard – aye.

Respectfully submitted,
Lise Barrette, Assessing Coordinator

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