



State of New Hampshire  
Department of Revenue Administration

109 Pleasant Street  
PO Box 487, Concord, NH 03302-0487  
Telephone (603) 271-2687  
www.nh.gov/revenue



Kevin A. Clougherty  
Commissioner

Margaret L. Fulton  
Assistant Commissioner

PROPERTY APPRAISAL DIVISION  
Stephan W. Hamilton  
Director

Michael B. Martell, Sr.  
Assistant Director

April 15, 2009

Keene Board of Assessors  
City of Keene  
3 Washington Street  
Keene, NH 03431

RE: 2008 Assessment Review

Honorable Members of the Board:

The New Hampshire Department of Revenue Administration has completed its initial review based on the six assessment areas specifically identified RSA 21-J:11-a and RSA 21-J:14-b I. (c).

They are:

- A. Level of assessments and uniformity of assessments are within acceptable ranges as recommended by the Assessing Standards Board by considering, where appropriate, an assessment-to-sales-ratio study conducted by the department for the municipality.
- B. Assessment practices substantially comply with applicable statutes and rules.
- C. Exemption and credit procedures substantially comply with applicable statutes and rules.
- D. Assessments are based on reasonably accurate data; and
- E. Assessments of various types of properties are reasonably proportional to other types of properties within the municipality.
- F. For all revaluations including full revaluations, partial revaluations, cyclical revaluations and statistical updates conducted on or after the April 1, 2006

TDD Access: Relay NH 1-800-735-2964

*Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.*

assessment year by either an independent contractor or an in-house assessor, A report based on the 2005 edition of the Uniform Standards of Professional Appraisal Practice (USPAP) Standard 6 shall be produced.

In accordance with RSA 21-J:11-a, II, the Department shall report its findings to the Assessing Standards Board and the municipality.

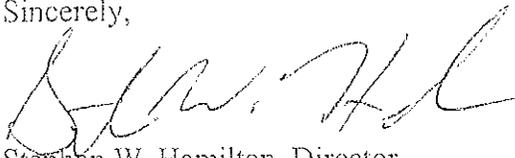
We are pleased to report that you have met all of the above guidelines as recommended by the Assessing Standards Board (ASB). Your attention to detail, thoroughness, periodic review, integrity and hard work are commendable. You stand out as an excellent example for other communities to follow.

Congratulations and thank you for a job well done!

I would like to take this opportunity to remind you that pursuant to RSA 75: 8-a Five-Year Valuation as well as Part 2 [Art.] 6. [Valuation and Taxation.] of the State Constitution your next town-wide reappraisal must be completed no later than (*year*).

If you have any questions, feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'S.W. Hamilton', written in a cursive style.

Stephan W. Hamilton, Director  
Property Appraisal

Cc: Assessment Standards Board