Assessing Standards Board
Manual Subcommittee Meeting

Approved as written

**DATE:** May 8, 2018  **TIME:** 2:00 p.m.

**LOCATION:** Department of Revenue Administration, Conference Room 334, 109 Pleasant Street, Concord

**SUBCOMMITTEE MEMBERS in ATTENDANCE**

Len Gerzon, Chair, Joe Lessard, Betsey Patten, Cindy Brown, Laura Davies, Tom Hughes

**MEMBERS of the PUBLIC**

Emalie Colburn, GES

Chairman Gerzon convened the meeting at 2:05 p.m.

Introductions of the subcommittee members followed.

**Minutes**

Mr. Lessard **motioned to accept the minutes of the April 13, 2018, meeting;** Ms. Davies **seconded the motion.** Ms. Davies name was spelled incorrectly and will be corrected. No further discussion. Chairman Gerzon called the motion to accept the minutes of the April 13, 2018, as amended. Mr. Hughes and Ms. Brown abstained. All others approved. **Motion passed.**

A list of legislative changes was distributed for the years 2013-2017 for review; the subcommittee will review the information and provide necessary edits at the next meeting.

Chairman Gerzon reported the manual has been accessed on the DRA website an average of 1,000 times per month since January of 2017.

**Updates and Assignments**

An organizational update of the Municipal and Property’s role and responsibilities is needed.

The five main topics were reviewed from the previous meeting. The topics and members to review them are as follows:

- **RSA 72:7-d Exemption; Recreational Vehicles** – Ms. Brown
- **RSA 72:28-b All Veterans’ Tax Credit** – Mr. Hughes
- **RSA 72:80-83 Property Tax Exemption** – Ms. Davies
- **RSA 76:21 Prorated Assessments for Damaged Buildings** – Mr. Lessard
- **Telecommunication update** – Mr. Gerzon / Ms. Patten
The public inquiry received from Mr. Haas will be discussed at a future meeting.

Next Meeting

Tuesday, June 1, 2018, at 2:00 p.m. at DRA.

Mr. Gerzon adjourned the meeting at 2:43 p.m.

Respectfully submitted,

Stephanie Derosier
Municipal and Property Division
NH Department of Revenue Administration

All meetings are recorded and are available upon request.

Documentation relative to the Assessing Standards Board may be submitted, requested or reviewed by:

Telephone: (603) 230-5096
Facsimile: (603) 230-5947
Web: www.revenue.nh.gov
E-mail: asb@dra.nh.gov

In person at:
109 Pleasant Street, Concord

In writing to:
NH Department of Revenue
Assessing Standards Board
PO Box 487
Concord, NH 03302-0487