Assessing Standards Board
Manual Subcommittee Meeting

Approved as written

DATE: June 15, 2018       TIME: 2:00 p.m.

LOCATION: Department of Revenue Administration, Training Room, 109 Pleasant Street, Concord

SUBCOMMITTEE MEMBERS in ATTENDANCE
Len Gerzon, Chair, Cindy Brown, Laura Davies, Steve Hamilton

MEMBERS of the PUBLIC
Emalie Colburn, GES,

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

Introductions of the subcommittee members followed.

Minutes

Ms. Brown motioned to accept the minutes of the May 8, 2018, meeting as written; Ms. Davies seconded the motion. No discussion. Chair Gerzon called the motion to accept the minutes of the May 8, 2018, meeting as written. Motion passed unanimously.

Public Comment

Mr. Haas suggested adding reference of the Londonderry School District SAU 12 v. State of New Hampshire case in the Assessing Reference Manual (manual) in the same way the Sirrell decision is referenced. A discussion followed about the reasons why the Sirrell decision is included in the manual and its relevance to the establishment of the Assessing Standards Board (ASB) and Equalization Standards Board. Through the discussion, it was clarified the purpose of this manual is to assist assessors, selectmen and taxpayers in understanding the how the property tax system works; it does not speak to the fairness and equity of education funding. That is not part of the mission of the ASB. A discussion followed about the actions involved in the Londonderry case.

Mr. Gerzon thanked Mr. Haas for bringing this suggestion to the committee and respectfully stated the Londonderry case, because it does not fall within the mission of the ASB, will not be referenced in the manual.

Manual Work Review

Mr. Gerzon explained Mr. Lessard submitted his work for review however it will not be discussed until the next meeting when he can speak to the information with the subcommittee.

Mr. Gerzon then explained that he reviewed the Technical Information Release (TIR) reports from 2013-2017 to determine the relevant topics that may need to be updated or added to the manual. Following is a list of House Bills to be discussed further:
Ms. Davies briefly explained where she was at in her assignment of the commercial and industrial exemption and she distributed her work for review by the subcommittee.

Mr. Hamilton provided a summary of the exemption. This exemption is prospective as the taxpayer has to apply before the end of December for what the exemption will be in the next and subsequent years depending on the number of years the Town adopted. The exemption per period is calculated based on the then projected assessed value in the next year. Statute allows this exemption for up to ten years so it is possible for two revaluations to occur and therefore the amount of the exemption will need to be adjusted based on the equalization ratio.

Ms. Davies reviewed some of the information drafted:

- Various definitions
- What property qualifies for the new construction for commercial and industrial uses exemption?
  - Increase in assessed value of new structures, additions, renovations or improvements
- Which taxes can be included?
  - The exemption can only apply for municipal and local school property taxes assessed by the municipality and does not include the state education tax or county tax
- Towns can use their own definitions from their zoning ordinances instead of those referenced in the RSA

Mr. Hamilton offered a couple of edits and additions:

- **Second point:** “The increase in the assessed value of new structures, additions, renovations or improvements to existing structures for commercial or industrial uses as referenced in the definitions of RSA 72:80 or defined by the municipality.”
- **Include:** The number of years, “up to ten” to the calculation
- **Include:** Once the Town has determined the parameters they want for this program; the exemption must be applied uniformly to every qualifying property; it is not discretionary

Mr. Hamilton provided work Mr. Hughes completed on RSA 72:38-b. His intention was to insert the information prior to RSA 72:29-a. Some references to the index were also provided.

**Next Meeting**

Thursday, July 12, 2018, at 2:00 p.m. at DRA.

Mr. Gerzon adjourned the meeting at 3:40 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