

Assessing Standards Board
Equalization Subcommittee

Approved as written

DATE: October 31, 2022

TIME: 9:00 a.m.

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

SUBCOMMITTEE MEMBERS

Robert Gagne, Chair

Sam Greene

Joe Lessard

Representative Tony Piemonte ~ Excused

Betsey Patten

Loren Martin

Linda Kennedy ~ Excused

MEMBERS of the PUBLIC

Mr. Gagne opened the subcommittee meeting at 9:05 a.m.

Minutes

Ms. Martin *motioned to accept the minutes of the November 3, 2021, meeting*; Ms. Patten *seconded the motion*. No discussion. Chair Gagne called the motion to approve the minutes of November 3, 2021, as written. Mr. Greene and Mr. Lessard abstained. All others approved. *Motion passed with majority vote.*

Annual Review of Equalization Policies and Procedures

Pursuant to RSA 21-J:14-b VI., the ASB shall review prior year's ratio studies conducted by the Department of Revenue Administration (DRA) used for equalization purposes and recommend changes to the ratio study process.

Mr. Gagne stated he would like to see the threshold change increased from \$3,000 to \$5,000, which is the average increase in value since the last change in the threshold amount. A percentage change has been suggested requiring a software modification otherwise, it would be an onerous task for the Department of Revenue equalization staff. Another suggestion was to add a calculation in the equalization software to highlight value changes that exceed the allowable amount or percentage increase. This would assist both the assessors and the DRA to identify changes that require an explanation. It was recognized that the value change from \$3,000 to \$5,000 could not be implemented for the current year as review and qualification of sales has already started.

Mr. Greene suggested that Commissioner Stepp and Linda Kennedy did not express concern with the value increase however there was concern with using a percentage. The concerns were having the equalization staff calculating a percentage change for each sale and, if a percentage was used, how a percentage would be determined. A minimum and maximum was suggested and an override ability of a percentage change for DRA to request additional information, if needed. It was noted that any

change(s) would need to be recommended by the subcommittee and approved by the Board earlier in the year.

Mr. Gagne noted that a public forum is required to be held for ratio study procedures annually. This was one of the duties that was absorbed by the Assessing Standards Board when the Equalization Standards Board was repealed. He would mention that a percentage is being considered for value changes next year.

Mr. Gagne adjourned the meeting at 9:17 a.m.

Respectfully submitted,

Stephanie Martel, Clerk
Municipal and Property Division
NH Department of Revenue Administration

All meetings are recorded and available upon request.

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

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