

Assessing Standards Board
Regular Board Meeting

Approved as written

DATE: July 5, 2023

TIME: 10:00 a.m.

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

BOARD MEMBERS

(E) Excused absence.

Senator James Gray

Vacant, Municipal Official, Towns >3,000

Senator Rebecca Perkins-Kwoka *(E)*

Robert Edwards, Municipal Official, <3,000

Representative Peter Schmidt

David Marazoff, NHAAO, At-Large Member *(E)*

Representative Joe Guthrie

Loren Martin, NHAAO, Towns, <3,000

Betsy Patten, Public Member, Chair

Joe Lessard, NHAAO, Towns >3,000

Robert Gagne, NHAAO, City Official

Tom Thomson, Public Member

Sam Greene, NHDRA Commissioner, Designee

Vacant, Public Member

Jim Wheeler, Municipal Official, City, Designee

MEMBERS of the PUBLIC

No public in attendance.

Chair Patten convened the meeting at 10:02 a.m.

Minutes

Representative Schmidt *motioned to postpone the vote of the April 14, 2023, regular board meeting minutes until the next full board meeting*; Mr. Lessard *seconded the motion*. No Discussion. Chair Patten called the motion. *Motion passed unanimously.*

Conditional Approval of Asb 300 Various Rules

The Asb 300 various rules were approved by JLCAR with a conditional approval of Asb 303.06 (e), relating to the start of the five-year period to complete the exam requirement for an assessor supervisor. The year, 2023, was added to clarify the effective date of when the five year time period will begin.

Mr. Gagne *moved to approve the conditional approval and the insertion of 2023 in Asb 303.06 (e)*; Mr. Lessard *seconded the motion*. No further discussion. Chair Patten called the motion. All approved. *Motion passed unanimously.*

Mr. Gagne *motioned for the Board to give Chair Patten the authority to adopt the rules once approved by OLS*; Mr. Lessard *seconded the motion*. No discussion. Chair Patten called the motion. All approved. *Motion passed unanimously.*

There was a brief discussion about the transition of the ASB certification process to OPLC and the inconsistencies remaining in statute. There was a suggestion that the Director of OPLC and Commissioner of DRA meet to create a plan relating to the transition and how it will be carried out. Once that is complete, the necessary changes in statute can be submitted. Mr. Greene will follow up with DRA Commissioner Stepp.

Mr. Gagne will confirm the two spots at the NHMA conference for the ASB public forum and equalization public forum in November.

Public Correspondence

Correspondence was received questioning the practice of land valuation. Based on the material provided by the taxpayer and discussion by the Board, Mr. Lessard ***motioned to forward the correspondence to the DRA (Department of Revenue Administration) for review and response, including the link to the Assessing Reference Manual.*** Mr. Wheeler ***seconded the motion.*** Mr. Thomson suggested highlighting the appropriate section of the manual in the response. Chair Patten called the motion. All approved. ***Motion passed unanimously.***

Other Business

Mr. Gagne reported that three of the four current representatives of the NHAAO, whose terms expire in September, will not be seeking reappointment. There are other members who have stepped forward to fill the seats who he feels will bring a lot to the Board and are well-versed in how we got to where we are. The NHAAO will be meeting in July to review the applicants and make recommendations to submit to the Governor. Chair Patten stated she will also not be seeking reappointment.

Meeting Schedule

Next meeting will be at the Call of the Chair.

Mr. Gagne ***motioned to adjourn;*** Mr. Lessard ***seconded the motion. Motion passed unanimously.***

Chair Patten adjourned the meeting at 10:28 a.m.

Respectfully submitted,

Stephanie Martel, ASB 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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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:
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Assessing Standards Board
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