

**The Public Minutes of the Board of Assessors
Meeting of June 2, 2022**

A meeting of the Board of Assessors was held on Thursday, June 2, 2022 in the 3rd Floor Auditorium at Nashua City Hall, located at 229 Main Street, Nashua, NH 03060. The meeting was called to order at 9:00 AM by Chairman Daniel Hansberry

Members Present:

Daniel Hansberry Robert Earley Paul Bergeron

Assessing Staff Present:

Doug Dame (via Zoom) Jackie Marsh Jennifer Zins

Other City of Nashua Staff Present:

Kim Kleiner Diane Veino (via Zoom)

Chairman Daniel Hansberry

I'll call the meeting of the Nashua Board of Assessors to order at 9 AM on Thursday, May 19, 2022. Let the record show that present from the Board are Robert Earley, Paul Bergeron and myself, Daniel Hansberry.

MOTION BY Robert Earley to waive the reading of the public minutes from the Board of Assessors meeting held on Thursday, May 19, 2022, accept them and place them on file.

SECONDED BY Paul Bergeron

VOTE: All in favor

MOTION BY Robert Earley to waive the reading of the non-public minutes from the Board of Assessors meeting held on May 19, 2022, accept them and place them on file.

SECONDED BY Paul Bergeron

VOTE: All in favor

COMMUNICATIONS:

Vision Government Solutions – Update on the reval. Mike Tarello & June Perry via Zoom

- They are in the final phase of the data collection process
- They will be wrapping up this month
- Commercial & industrial field review, inspections & drive by's are complete, and data is being entered into the system
- Ready to enter Income & Expense forms

- Able to work in live files
- Will be starting to set the commercial rates by the end of the month
- Detail reviewing of secondary data
- Residential sales analysis is set up to 100%
- Final analysis should be complete by the end of July
- Ready to send out letters for informal hearings in August
- Residential inspections almost complete – finishing up in wards 7, 8, & 9 – should be complete by the end of the month

Kim Kleiner – May 19, 2022 BOA meeting information update.

- Provided answers to questions submitted to the Board regarding
 - Sales date
 - Release of final values
 - EYB (Effective Year Built)
 - Timeline for final values
- Updated the board on a proposed extension in Vision’s revaluation timeline
- Amendment to Vision contract sent to DRA for approval
- ARCGIS Hub, Equitable Property and Revaluation Solution Configuration Support project is on schedule
- Data and connections supplied to ESRI consultants to assist the City of Nashua
- Assessors Property Record Portal is live – link is on the City website
 - 414,000+ files have been uploaded for review and release
 - Inception is continuing to upload files as they are scanned

NEW BUSINESS:

None

UNFINISHED BUSINESS:

MOTION BY Robert Earley to reconsider the abatement list of 2021 denials (from the May 19, 2022 BOA meeting) that consisted of 26 properties.

SECONDED BY Paul Bergeron

VOTE: All in favor.

Original Motion is before us to approve abatements for:

- 32476 230 Amherst St Wina Realty LLC
- 43800 310 DW Hwy Dayton Hudson Corp
- 7202 600 Amherst St Target Corp

- 43797 310 DW Hwy CTL Propco I LLC
- 43802 310 DW Hwy Pheasant Lane Mall FB LLC

It is appropriate to make an amendment to the Original motion to delete those 5 properties.

MOTION BY Robert Earley to approve the abatement list of 5 properties that should not have been included on the list

SECONDED BY Paul Bergeron

VOTE: All in favor

Comment by Laurie Ortolano – 41 Berkeley
Why are they being abated?

Mr. Hansberry: They are in litigation.

PUBLIC COMMENT

Laura Colquhoun – 30 Greenwood Dr

- Inquiring as to where Vision stands on doing an audit on Current Land Use

Laurie Ortolano – 41 Berkeley St

- Asked about legislation for New Hampshire to require the Income & Expense report to be filled out – right now it’s optional
- How many Income & Expense reports have been returned to Vision
- Opposed to extension sent to DRA for possible approval
- Will the preliminary database be available when the letters are sent out for the informal hearings
- Feels public should be able to ask questions to Vision’s update on the reval
- Feels she is not getting answers to her questions
- Feels abatements cannot be discussed in non-public session – they are not legal matters per RSA 91:A
- Suspect of the City’s legal team

COMMENTS BY BOARD MEMBERS:

NONE

Chairman Daniel Hansberry

Is there a motion to go into non-public session for two reasons, first to discuss matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting? This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant, pursuant to RSA 91-A:3, II(c). Second, under 91-A: 3, II (L), for the “consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.”

MOTION BY Robert Earley to enter non-public session
SECONDED BY Paul Bergeron

VOTE:

Mr. Earley-Yes
Mr. Bergeron- Yes
Mr. Hansberry- Yes

(The Board entered non-public session at 9:42 AM)

(The Board resumed public session at 9:50 AM)

Chairman Daniel Hansberry

Is there a motion to seal the minutes of the non-public session because divulgence of the information likely would 1) affect adversely the reputation of any person other than a member of this public body, and 2) render the proposed action ineffective?

MOTION BY Robert Earley to seal the non-public minutes.
SECONDED BY Paul Bergeron

VOTE:

Mr. Earley – Yes
Mr. Bergeron – Yes
Mr. Hansberry - Yes

MOTION BY Robert Earley to adjourn.
SECONDED BY Paul Bergeron

VOTE: All in favor

The board adjourned at 9:51 AM

Respectfully submitted,
Jackie Marsh

DRAFT



THE CITY OF NASHUA
Administrative Services Division

"The Gate City"

Date: June 2, 2022

To: Board of Assessors

From: Kim Kleiner, Administrative Services Director

Re: Assessing Department Update

We would like to thank Mike Tarello, June Perry and Steve Whalen from Vision Government Solutions for being here today to update the Board.

May 2022 has been a busy and challenging month without our Chief Assessor, Rick Vincent and we wish him well on his retirement.

The Board of Assessor's received a few questions via email prior to the meeting and after review we would like to provide answers for our residents.

[1] When is the last day the sales date is captured and used to create the model to equalize all properties? The last day is April 1, 2022 per the Full Revaluation contract with Vision.

[2] The measure and list signed contract calls for the final assessment value to be released on or before September 1, 2022. As I recall, KRT released their number around August 29, 2018.

An amendment for the contract with Vision Government Solutions for the Revaluation has been submitted to the NH Department of Revenue for approval. This amendment, if approved, would call for project completion and final values on October 1st, 2022.

The proposed amendment is attached to this memo.

[3] Has Vision completed the decoupling of depreciation from EYB? Can Vision provide a report for the older homes that were affected by this decoupling. (Depreciation will not be linked to condition)

The contract calls for the implementation of a table driven depreciation schedule. EYB (Effective Year Built) has been removed and Vision continues to analyze and update the Cama.

[4] Has Vision completed the residential and commercial reviews and can Vision determine what the shift in the tax burden will be for residential properties. If not, when can Vision disclose this information?

No, final values will be delivered October 1st, and Informal Hearing notices with changes to individual properties will be mailed on August 17, 2022 if the amendment is approved.

The ARCGIS Hub, Equitable Property Value and Revaluation Solution Configuration Support project is on schedule and the project team has met several times. Data and connections have been supplied to the ERSI Consultants to assist the City with configuration of the tools.

As released last Friday, the Assessors Property Record Portal is live and the link can be found on the Assessing page on the city website. The system has 291,247 public files and 124,441 files are still being reviewed. Since last Wednesday, 15,310 files have been reviewed and released and 32,889 documents have been added to the system.

Please feel free to reach me at 603-589-3025 with any questions or concerns.

Regards,

Kim

Kim Kleiner
Director of Administrative Services

AMENDMENT II TO THE CONTRACT
FOR THE CYCLICAL REVALUATION CONTRACT BTLA REASSESSMENT ORDER
LOCATED WITHIN THE CORPORATE LIMITS OF
NASHUA, NEW HAMPSHIRE

1. THIS AMENDMENT made and entered into this _____ day of _____, 20__, by and between the CITY OF NASHUA, a municipal corporation having its territorial limits within the County of Hillsborough, State of New Hampshire, acting by and through its Mayor having been so duly authorized, hereinafter termed the "CITY"; and VISION GOVERNMENT SOLUTIONS, INC. , a Massachusetts corporation with a principal place of business at 1 Cabot Road, Hudson, MA 01749, hereinafter termed "VISION" or "CONTRACTOR," hereby amends the contract titled, "Cyclical Revaluation Contract BTLA Reassessment Order within the Corporate Limits of Nashua, New Hampshire" dated February 25, 2020 and executed by and between the parties ("Agreement"). The parties agree to change the project completion from September 1, 2022 to October 1, 2022 within section 2.3.1 of the Agreement. The services shall be performed according to the attached revised schedule. The parties agree that the Agreement and its Exhibits, Schedules and other attachments shall remain in full force and effect unless specifically modified herein.

IN WITNESS HEREOF, the CITY OF NASHUA, New Hampshire and VISION have executed this amendment on the date first above-mentioned by their duly authorized officers.

VISION GOVERNMENT SOLUTIONS, INC.

CITY OF NASHUA, NEW HAMPSHIRE

Signature

Signature

Print Name and Title

Print Name and Title

DRAFT

DRAFT

CITY OF NASHUA REVISED SCHEDULE

<i>TASK</i>	<i>FROM</i>	<i>TO</i>
Execution of Contract	11/01/2019	
Project Startup, Bonding, Staffing, and public information meetings	12/01/2019	12/15/2019
Data Collection of all improved properties and Data Entry	12/15/2019	08/30/2021
Call back letters & Call back inspections	03/01/2020	08/30/2021
Land Study and Building Cost Manual	10/01/2021	04/30/2022
Market Data Study	10/01/2021	04/30/2022
Commercial Study of Market Rents, Expenses & Capitalization Factors	12/01/2021	06/30/2022
Field Review	04/20/2022	07/30/2022
Deliver Residential & Commercial Values to Assessor	08/08/2022	
Assessor review of values	08/08/2022	08/16/2022
Assessment hearing notices mailed	08/17/2022	
Informal Hearings and Hearing Changed notices mailed out	08/24/2022	09/24/2022
Finalization, special Land pricing and support of values	09/14/2022	09/30/2022
Project Completion	10/01/2022	