

**Minutes of the Board of Assessors
Meeting of September 3, 2020**

An online meeting of the Board of Assessors was held via Zoom on Thursday, September 3, 2020. The meeting was called to order at 9:00 AM by Chair Daniel Hansberry

Members Present:

Daniel Hansberry

Robert Earley

Paul Bergeron

Assessing Staff Present:

Doug Dame

Amanda Mazerolle

Louise Brown

Other City of Nashua Staff Present:

Administrative Services Director Kimberly Kleiner, Rex Norman CAE, Deputy Corporation Counsel Celia Leonard

Mr. Hansberry

Good morning. I call the meeting of the Nashua Board of Assessors to order at 9:00 AM on Thursday, September 3rd, 2020. I would ask everyone to please bear with me because I'm obliged to read a rather lengthy opening statement.

As Chair of the Board of Assessors, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom through the City's IT Department for this electronic meeting. All members of the Board of Assessors have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen into this meeting through dialing the following number 929-205-6099, once again that number is

929-205-6099 and using the Meeting ID number 647-473-0083. Once again the Meeting ID number is 647-473-0083 and password of 229644, once again 229644. The Public may also view this meeting on Comcast Channel 16.

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, through Public Postings. Instructions have also been provided on the City of Nashua's website at nashuanh.gov and publicly noticed at City Hall and the Nashua Public Library.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem accessing the meeting via phone or Channel 16, please call 603-821-2049, once again that number is 603-821-2049 and they will help you connect.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting via the methods mentioned above, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, the reason they are not able to attend the meeting in person, please also state whether is anyone in the room with you during this meeting, which is required under the Right to Know Law. I will call the roll, Mr. Earley?

Mr. Earley

This is Robert Early, member of the Board of Assessors. I am following the Governor's guidelines and joining the meeting remotely. I am at home and no one else is in the room with me.

Mr. Hansberry

Mr. Bergeron.

Mr. Bergeron

I'm Paul Bergeron, a member of the Board of Assessors, following the governor's advisory, I'm joining the meeting remotely from my home and there's no one else in the room with me.

Mr. Hansberry

Mr. Hansberry. I'm Daniel Hansberry, I'm also joining the meeting remotely following the Governer's guidelines and there is no one here in the room with me.

Today, we will be hearing various requests as listed on the agenda. Please note that decisions may be taken under advisement and involved parties will be notified at a later date.

Per the City of Nashua by-laws, a minimum of two or more affirmative votes are required to approve any application. In addition, this Board will hear any, and all scheduled cases as long as quorums of two voting Board Members are present at this meeting.

Any citizen has the right to contest the decision that this Board makes. To appeal a municipality's decision on an abatement application, the taxpayer may appeal to either the Board of Tax and Land Appeals or to the Superior Court, but not to both. Please contact the Assessing Department for more information.

Ms. Brown, are there any changes to today's agenda?

Ms. Brown

There are none.

Mr. Hansberry

Ms. Brown, are you with us?

Ms. Brown

I am. There are no changes.

Mr. Hansberry

Thank you.

Does anyone have any questions before we begin?

Is there a motion to wave the reading of the minutes of the Board of Assessors meeting from August 27th, 2020, accept them and place them on file?

Mr. Earley

So moved.

Mr. Hansberry

Is there a second? Is there a second?

Mr. Bergeron, did you want to second that motion? We seem to have lost Mr. Bergeron.

Ms. Kleiner

He's still muted. He's there.

Mr. Bergeron

All right, there we go.

Mr. Hansberry

Did you want to second the motion Mr. Bergeron?

Mr. Bergeron

Absolutely, I second that motion.

Mr. Hansberry

Okay, are there any errors or corrections? Seeing none, all those in favor of accepting the minutes as presented please signify, I've got to say the roll call. Let me call the roll. Mr. Earley?

Mr. Earley

Yes.

Mr. Hansberry

Mr. Bergeron?

Mr. Bergeron

Yes.

Mr. Hansberry

Mr. Hansberry? Yes.

Is there a motion to wave the minutes of the non-public session which was held during the August 27th, 2020, Board of Assessor's meeting accept them and place them on file?

Mr. Earley

So moved.

Mr. Hansberry

Is there a second?

Mr. Bergeron

I'll second that.

Mr. Hansberry

Are there any errors or corrections? Seeing none, I will call the roll. All those in favor of accepting the non-public session meeting meetings as presented. Mr. Earley?

Mr. Earley

Yes.

Mr. Hansberry

Mr. Bergeron?

Mr. Bergeron

Yes.

Mr. Hansberry

Mr. Hansberry, yes.

At this time I would like to recognize Kimberly Kleiner, who is Director of Administrative Services and part of her responsibility is oversight of the Assessing Department. Ms. Kleiner.

Ms. Kleiner

Good morning. It doesn't seem like that long ago since we were here so my update today is going to be relatively brief. I will be-- issue this and all these documents, which will be included in your minutes for the public that's wondering. September 9th will be the last day that appointments will be taken in the assessing office. Beginning on the 10th, IT will start-- begin to move assessing out of their office in preparation for the renovations to City Hall. Just so that you know, there will be something posted later today on the city website alerting the public to this, and I've attached that also to this memo, which you can now see on your screen. As I normally do, I'm attaching the project status report that I received this week from Vision Government Solutions on the full reval. Again, those updates are all posted to the city website under Assessing Full Revaluation. The assessing staff has been very busy this week. They've issued letters to all the ward 5 residents. Vision expects to begin data collection in ward 5 around mid-September. This past Monday, the assessing department issued the 13th volume of the Assessing Monthly Monitor, hard to believe it's been a little over a year. This issue highlights Mr. Rex Norman, providing a brief biography of his many accomplishments. We are grateful that he's joined us and for his service. Due to the city hall renovations and assessing moving around again, they will provide all their services via the mail, the phone, e-mail and the city website so we do not expect any disruption and service to the public. But if you have any concerns, please

feel free to reach out to us here in the Administrative Services Office and we will get in touch with the appropriate staff member for you. That's all I have sir.

Mr. Hansberry

Thank you Director Kleiner. Can we schedule Vision to come in for the meeting the 17th because we're due for a quarterly update? Correct?

Ms. Kleiner

I believe you are. I can arrange that, so the the meeting of which, chair? I'm sorry.

Mr. Hansberry

It would be two weeks from today would be the 17th, correct?

Ms. Kleiner

Yes.

Mr. Hansberry

Alright. Thank you very much.

Ms. Kleiner

You're welcome.

Mr. Hansberry

At this time I'd like to recognize Amanda Mazerolle who has an exemption that she's going to be presenting. Ms. Mazerolle.

Ms. Mazerolle

Good morning. Today I have just one veteran's credit I recommend for approval.

Mr. Hansberry

Is there a motion to approve the veteran's credit as presented per the attached list?

Mr. Earley

So moved.

Mr. Hansberry

Is there a second?

Mr. Bergeron

I'll second that.

Mr. Hansberry

Is there any discussion? If not I will call the roll. Mr. Earley?

Mr. Earley

Yes.

Mr. Hansberry

Mr. Bergeron?

Mr. Bergeron

Yes.

Mr. Hansberry

Mr. Hansberry. Yes. Motion is adopted. Does that conclude your report Ms. Mazerolle?

Ms. Mazerolle

Yes. Thank you.

Mr. Hansberry

Thank you. There's no unfinished business. At this time we move on to the public comment portion of the meeting. Is there anyone who's interested in commenting publicly?

Do we know, is there anybody out there who does want to comment? Do we know Director Kleiner?

Ms. Kleiner

I'm sorry. I see no one indicating that they wish to speak.

Mr. Hansberry

Alright, so we will move on. Are there comments by board members?

Mr. Earley

Nothing from me.

Mr Bergeron

Nothing from me.

Mr. Hansberry

Okay, thank you. Alright, so 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 (i), 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.

Mr. Earley

So moved.

Mr. Hansberry

Is there a second?

Mr. Bergeron

I'll second that.

Mr Hansberry

Okay, I will call the roll. Mr. Earley?

Mr Earley

Yes.

Mr. Hansberry

Mr. Bergeron.

Mr Bergeron

Yes.

Mr Hansberry

Yes. Let the record show we are in non-public session at 9:13 AM.

Let the record show that we have exited non- public session at 9:26 AM. Is there a motion to seal the minutes of the non-public session because divulgence of the information likely would one affect adversely the reputation of any person other than a member of this public body and two render the proposed action ineffective?

Mr. Earley

So moved.

Mr. Hansberry

Is there a second?

Mr. Bergeron

I'll second that.

Mr. Hansberry

I will call the roll. Mr. Earley?

Mr. Earley

Yes.

Mr. Hansberry

Mr. Bergeron?

Mr. Bergeron

Yes.

Mr. Hansberry

Mr. Hansberry? Yes.

Is there any other business to come before the board of assessors this morning?

Ms. Kleiner

No, there is not.

Mr. Hansberry

Thank you. Is there a motion to adjourn.

Mr. Earley

So moved.

Mr. Bergeron

I'll second.

Mr. Hansberry

I will call the roll. Mr. Earley?

Mr. Earley

Yes.

Mr. Hansberry

Mr. Bergeron?

Mr. Bergeron

Yes.

Mr. Hansberry

Mr. Hansberry? Yes.

Thank you, everyone, thank you IT. Meeting is adjourned at 9:27 AM.