

**The Public Minutes of the Board of Assessors  
Meeting of November 2nd, 2023**

A meeting of the Board of Assessors was held on Thursday, November 2nd, 2023 in the 3<sup>rd</sup> 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 Robert Earley.

**Members Present:**

Robert Earley & Jay Minkarah

**Assessing Staff Present:**

Jennifer Zins, Jessica Marchant, Kade Yankowski

**Other City of Nashua Staff Present:**

Attorney - Celia Leonard

**Chairman Robert Earley**

I'll call the meeting of the Nashua Board of Assessors to order at 9 AM on Thursday, November 2nd, 2023. Let the record show that present from the Board are Jay Minkarah and myself, Robert Earley.

**MOTION BY** Jay Minkarah to waive the reading of the Public minutes from the Board of Assessors meeting held on Thursday, October 5, 2023, accept them and place them on file.

**SECONDED BY** Robert Earley

**VOTE: All in favor**

**MOTION BY** Jay Minkarah to waive the reading of the Non-Public minutes from the Board of Assessors meeting held on Thursday, October 5, 2023, accept them and place them on file.

**SECONDED BY** Robert Earley

**VOTE: All in favor**

**COMMUNICATIONS:**

Jennifer Zins presented communication items as follows:

- Department Update
  - The department has taken several classes with the past few months. Sarah and Kade have taken the State Statutes class. The entire department has just taken a de-escalation class put on by the Department of Revenue. It was a very good class.
  - There are 48 abatement appeals through the BTLA that we are currently working on.

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- Jessica Marchant presenting an Abatement

18 Carson Cir: After making data corrections to the property following an inspection, a second abatement is warranted.

**MOTION BY** Jay Minkarah to approve the fire proration for 18 Carson Cir.

**SECONDED BY** Robert Earley

**VOTE:** All in favor

14 Cedar ST: The home basement was damaged by fire on 5/20/21. The home suffered smoke and water damage.

**MOTION BY** Jay Minkarah to approve the fire proration for 14 Cedar ST.

**SECONDED BY** Robert Earley

**VOTE:** All in favor

**PUBLIC COMMENT:**

None

**COMMENTS BY BOARD MEMBERS:**

None

**MOTION BY** Jay Minkarah 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.”

**SECONDED BY** Robert Earley

**VOTE:**

**Mr. Minkarah - Yes**

**Mr. Earley - Yes**

The Board entered Non-Public session at 9:10 AM

The Board resumed Public session at 9:35 AM

**MOTION BY** Jay Minkarah 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.

**SECONDED BY** Robert Earley

**VOTE:**

**All in favor**

**MOTION BY** Jay Minkarah to release the Non-Public minutes of October 5, 2023 as presented.

**SECONDED BY** Robert Earley

**VOTE:** All in favor

**MOTION BY** Jay Minkarah to adjourn.

**SECONDED BY** Robert Earley  
**VOTE: All in favor**

The board adjourned at 9:35 AM

Respectfully submitted,  
Kade Yankowski

DRAFT