## Project Status Report

From June Perry  
City of Nashua NH  
Date: February 9, 2022

<table>
<thead>
<tr>
<th>CODE</th>
<th>TASK</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Bonding, Office Set-up, Project Set-up, Public Relations</td>
</tr>
<tr>
<td>200</td>
<td>Data Collection, Data Mailers, Building Permits, Sales Inspections, Quality Control and Data Entry</td>
</tr>
<tr>
<td>300</td>
<td>Residential Valuation</td>
</tr>
<tr>
<td>400</td>
<td>Commercial/Industrial Valuation</td>
</tr>
<tr>
<td>500</td>
<td>Residential Field Review, Data Entry</td>
</tr>
<tr>
<td>600</td>
<td>Commercial/Industrial Field review, Income Production, Reconcile Cost and Income</td>
</tr>
<tr>
<td>700</td>
<td>Digital Imaging, Documentation</td>
</tr>
<tr>
<td>900/1000</td>
<td>Project Finalization, Change Notices, Special Land Pricing, Client Meetings, Support of Values, Goodwill</td>
</tr>
</tbody>
</table>

**Task 100/200**

- Bonding is complete. GIS maps have been provided. Building permits are being completed by the City through April 1, 2020. Vision is responsible for building permits though April 1, 2022.
- Public Relations will be on going throughout the project, with on-going sample press releases provided, and meetings available upon request.
- Updates will be provided throughout the project.
- The initial startup meeting with the Board and DRA was March 2, 2020, at City Hall.
- An update to the Board was held on June 4th, September 18th, December 17th, 2020, and March 18th, June 3rd, October 7th, and (November 15, 2021 with council) December 16, 2021.
- Data Collection guidelines have been completed. Lister’s information has been completed and the police department has been informed of all aspects of the data collection phase of the revaluation.
- Data entry will be ongoing throughout the project, commencing after June 2020.
- Usernames and passwords have been assigned and will have people associated with them do the data entry.
- Daily communication with the Assessor’s office is on-going concerning the progress of the data collection as well as any issues to be addressed.

- Ward 1-9 Property record cards have been printed.
- Images are being taken and will coincide with production numbers. Images are also being captured to the live database. Data entry is on-going.

**The database is live in Nashua NH**

- Data collection
  - Ward 1 count 3,869
  - Ward 2 count 3,478
  - Ward 3 count 2,845
  - Ward 4 count 2,287
  - Ward 5 count 4,480
  - Ward 6 count 3,035
  - Ward 7 count 3,027
  - Ward 8 count 2,764
  - Ward 9 count 3,521

The following is the measure and listing numbers accountable as of February 5, 2022

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Residential Improved Parcel Count</td>
<td>25,605</td>
</tr>
<tr>
<td>Measures</td>
<td>25,306</td>
</tr>
<tr>
<td>Total Interior Inspections</td>
<td>2797</td>
</tr>
<tr>
<td>Refusals to Date - Partial/Full</td>
<td>7/301</td>
</tr>
</tbody>
</table>

Total Measures with refusal 25,607

Total Percent Complete Measured 100 %
Total Commercial/Industrial/Exempt Improved Parcel Count 1,964

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Measures</td>
<td>1,964</td>
</tr>
<tr>
<td>Total Interior Inspections</td>
<td>0</td>
</tr>
<tr>
<td>Entry Rate</td>
<td>0%</td>
</tr>
</tbody>
</table>

Total Percent Complete Measured 100%

Refusals to Date 3

The callback letter has been approved.
Ward 1 residential class mailed 6/30/2021
Ward 2 residential class mailed 8/13/2021
Ward 3 residential class mailed 11/22/2021, for December appointments
Wards 4,5,6 residential class mailed 12/21/2022 for January-March appointments
Wards 7,8,9 residential class scheduled to get ready to mail @Feb/March for
April-June appointments

Data collection for Building permits is on-going.

Task 300/400
- Residential valuation is scheduled to commence in 2022.
- Residential Sales review is ongoing.
- Preliminary analysis in 2022
- Income and Expense forms are being sent out by the Assessor’s office.

Task 500/600
- Field review is scheduled to be completed in 2022.
- Commercial, Industrial field review scheduled for February/March 2022

Task 900
- The following timetable is for the hearing phase of the job through the project’s completion.
  - Impact notice mailing no later than July 2022.
  - Appointments taken for hearings scheduled for July/August 2022.
  - Hearings scheduled for July/August 2022.
  - Second Impact Notices mailed by August 2022.
  - Project Completed by September 1, 2022.

If you should have any questions, please do not hesitate to call.

Sincerely,

June Perry
Project Manager
508-351-3634