

MINUTES OF THE
ASSESSING STANDARDS BOARD

Approved as Amended

DATE: May 17, 2013

TIME: 9:30 a.m.

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

BOARD MEMBERS:

Senator David Pierce
Representative Priscilla Lockwood
Len Gerzon, Public Member, Chairman
Eric Stohl, Municipal Official, Towns <3,000 ~ *Absent*
Fred Keach, Municipal Official, City ~ *Absent*
Joseph Lessard, NHAAO, Towns >5,000
Marti Noel, NHAAO ~ *Absent*
Betsey Patten, Public Member

Senator Bette Lasky ~ *Absent*
Representative Peter Schmidt
Stephan Hamilton, NHDRA
Vacant ~ Municipal Official, Towns >3,000
Robert J. Gagne, NHAAO, City
Todd Haywood, NHAAO, Towns <5,000
Thomas Thomson, Public Member

MEMBERS of the PUBLIC:

Mary Pinkham-Langer, NHDRA
David Gomez, Assessor, Town of Derry

Jon Duhamel, Assessor, City of Laconia
Scott Dickman, NHDRA

Chairman Gerzon convened the meeting at 9:40 a.m.

Chairman Gerzon welcomed the Honorable Betsey Patten back to board having been confirmed by the Governor as a public member.

Minutes

Senator Pierce *motioned to accept the minutes of March 22, 2013*. Mr. Gagne *seconded the motion*. A spelling correction was made to page 3. Chairman Gerzon called the motion to accept the minutes of March 22, 2013, as amended. *All Approved*.

Manual Update

Chairman Gerzon reported the subcommittee did not meet during the break. Ms. Gromoshak has been working on proof reading the material of the manual and is almost done. Chairman Gerzon will complete his review of the material and anticipates a draft will be ready for the subcommittee to review by early July and by the August meeting a draft to present to the full board. A discussion took place concerning how and when to present the draft manual to the public for comment.

Senator Pierce *motioned once the board accepts the manual changes, a notice of public hearing will be scheduled at the November conference to accept public comment, in order to incorporate input from the public and finalize the manual by the end of December*. Mr. Gagne *seconded the motion*. Chairman Gerzon called the motion. *All Approved*.

Definition of Sales Chasing

The board reviewed and discussed the IAAO definition of sales chasing and whether or not to adopt the definition as is or to use the definition as a framework to establish a definition that more appropriately represents New Hampshire practices. Senator Pierce *motioned to adopt the definition as is*. Mr. Haywood *seconded the motion*. Discussion. Mr. Hamilton indicated the department has in place a method of identifying and appropriately compensating for the activity of selective reappraisal when determined. Determining a definition of sales chasing will help raise the awareness within the regulated community and assist them in finding the best practice for their organization. Chairman Gerzon called the motion to accept the entire IAAO definition of sales chasing as is. *Mr. Gagne and Mr. Haywood Approved. All Others Opposed.* Motion Failed 8-2.

Senator Pierce *motioned to solicit volunteers to form a subcommittee to conform the IAAO definition of sales chasing to what would be appropriate and then make recommendation to the full board*. Mr. Lessard *seconded the motion*. Chairman Gerzon recapped the status of the ESB having been dissolved and the duties absorbed by the ASB. The idea of creating a subcommittee has been suggested to discuss equalization issues which pertain to the statistics that track equity and fairness. Chairman Gerzon suggested determining a definition of sales chasing would be an appropriate first task. Chairman Gerzon called the motion. *All Approved.*

ESB Duties

Mr. Hamilton gave a brief summary of the equalization process and the important influence it has on apportionments for common tax districts such as local school districts and county taxes, which require an understanding of the market value, a single standard of value for all of the communities within the state.

Mr. Gagne *motioned to create an ESB subcommittee*. Mr. Lessard *seconded the motion*. Chairman Gerzon called the motion. *All Approved.* Mr. Haywood, Ms. Patten, Mr. Lessard, Mr. Hamilton, and Mr. Gagne volunteered to be on the subcommittee. A meeting will be scheduled and leadership determined prior to the next full board meeting. The first agenda item will be to determine a definition for sales chasing.

Legislation Update

All three bills have passed the House and Senate and have been enrolled.

Meeting Schedule

Friday, June 14, 2013, at 9:30 a.m. at DRA

Friday, August 16, 2013, at 9:30 a.m. at DRA

Certification Levels

Mr. Haywood expressed concern with minimum qualifications and the lack of clarity of “*experience*” and what it actually means pertaining to revaluations. One idea was to add levels, separated by number of parcels or types of properties, or adding specifics of what is expected during the three years such as pick-ups and abatements or actual revaluation work in mass appraisal CAMA systems. The intent is to create additional clarity and guidance to the public and courts.

The discussion prompted the following questions: How will these changes affect the current levels of certified personnel? How will this affect the department? And how might this affect the cost to municipalities? The work performed in revaluations versus assessing was also discussed and whether or not a distinction within the rules should be made.

Mr. Hamilton proposed another suggestion, rather than changing the rules, the department could look into offering specialized courses and tests which would allow additional recognition and a more transparent view of a person's particular qualifications. It will be important to hear from the regulated community and to have further discussion.

Rev 600 Rules

Mr. Hamilton explained the department's Rev 600 rules, which cover the monitoring of reassessment work and are complimentary of the Asb rules on the certification of assessors, are up for re-adoption at the end of this year. A public hearing is anticipated to be scheduled for the end of June to hear from the regulated community and to get as much information and input into the process as possible.

USPAP Check List

Mr. Hamilton stated there is a process adopted by the legislature to require a report or manual that complies with the Uniform Standards of Professional Appraisal Practice (USPAP) for revaluations. There will be a new version of USPAP for next year. At this time the department is working on updating the checklist used to determine if a report complies with USPAP and we will be scheduling at least one public meeting so that the regulated community can provide feedback about the checklist.

Other Business

Mr. Hamilton indicated he sits on this board as the designee of the commissioner. Mr. Clougherty's term ended at the end of February and there is a new commissioner nominee in John Beardmore, whose confirmation is anticipated at the next G&C meeting. Due to not knowing the intent of the new commissioner, Mr. Hamilton's place on the board may be disrupted, although he hopes not, and he wanted to thank the board for their respect and dignity and professionalism shown toward the Department.

Mr. Lessard *motioned to adjourn*. Mr. Gagne *seconded the motion*.

Chairman Gerzon adjourned the meeting at 11:35 a.m.

Respectfully Submitted, Stephanie Derosier
NH Department of Revenue Administration – Property Appraisal Division

Documentation relative to the Assessing Standards Board may be submitted, requested or reviewed by:

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