

**Minutes**  
**Board of Assessor's Meeting**  
**March 11, 2013**

Members Present: Jason Neuman and Eugene Reed.

Member Excused: John McSorley

Others: Heidi Seaverns.

7:03 PM Chairman Reed called the meeting to order.

Ms. Seaverns provided a copy of the email sent by Mr. McSorley resigning from the Board of Assessors. He has moved to Merrimack, NH and therefore cannot remain on the Board.

**Motion:** Reed, second Newman to regretfully accept the resignation of John McSorley from the Nottingham Board of Assessors.

**Vote:** 2-0 in favor.

Members discussed posting the vacancy, which would be until the elections in March of 2014, and asked Ms. Seaverns to post it. The Board will discuss a replacement at their next meeting on April 1 and make a recommendation to the BOS at their meeting on April 8. The BOS is given the authority through the statutes to fill a vacancy.

The Board then addressed the signature file and the correspondence file simultaneously.

The Board reviewed and approved the January invoice from Avitar (\$1072.92 for contract assessing and \$1260 for data verification work).

**Motion:** Neuman, second Reed to sign Land Use Change Tax for Map 4 Lot 5 in the amount of \$ 4.40.

**Vote:** 2-0 in favor.

Members approved & signed the applications for the Veteran's Tax Credit for the following properties: Map 61 Lot 18-3    Map 7 Lot 3-16

Members approved & signed an application for the Veteran's Tax Credit for Service Connected Disability for Map 61 Lot 18-3.

**Motion:** Neuman, second Reed to approve the abatement for Map 23 Lot 10-4 in the amount of \$ 24.61 based on review and Avitar's recommendation.

**Vote:** 2-0 in favor.

**Motion:** Neuman, second Reed to approve the abatement for Map 1 Lot 75 in the amount of \$ 194.76 based on review and Avitar's recommendation.

**Vote:** 2-0 in favor.

**Motion:** Neuman, second Reed to approve the abatement for Map 27 Lot 1E in the amount of \$ 625.70 based on review and Avitar's recommendation.

**Vote:** 2-0 in favor.

**Motion:** Neuman, second Reed to deny the abatement for Map 7 Lot 3-10 based on review and Avitar's recommendation.

**Vote:** 2-0 in favor.

Members had previously signed an Intent to Cut for 2012 tax year for Map 9 Lot 11 & Map 23 Lot 11- taxes are current on both parcels.

Ms. Seaverns informed the Board that verification letters had been mailed to all recipients of the Veterans Tax Credit, Service Connected Disability Tax Credit, Elderly Exemption & Disabled Exemption. This mailing will fulfill one of the requirements that are part of the Assessment Review process conducted by DRA once every 5 years. She reported she has had a good rate of

response so far. Ms. Seaverns updated the members on data verification & new construction visits. She reported that all the data verification changes for properties that have been visited have been entered into the computer and new construction had been started last Thursday. Once those field cards have been turned in, the data will be entered into the computer. Data verification visits will resume in a few weeks. She reported there were a total of 14 abatements filed for the 2012 tax year. Ms. Seaverns informed the Board that Ms. Martin will be meeting with the taxpayers (BTLA Case) at their home on March 19 as part of the settlement mediation process. Ms. Martin will also be in the office that day to review the data verification & new construction work completed to this point. Chairman Reed then said that he had thought about the request from the BOS to do a presentation/video about the assessment process. Since the BOA had done this a few years ago, he did not feel it was warranted at this time. He reinforced the fact that the BOA would be happy to discuss any issues that taxpayers are having on an individual basis.

Regarding outstanding minutes,

**Motion:** Neuman, second Reed to accept as written the minutes of the meeting on December 10, 2012.

**Vote:** 3-0 in favor.

**Motion:** Reed, second Neuman to accept as written the minutes of the meeting on February 4, 2013.

**Vote:** 3-0 in favor.

Having no further business,

7:40 PM **Motion** Neuman, second Reed to adjourn.

**Vote:** 2-0 in favor.

Respectfully Submitted,

Heidi Seaverns

**Approved as written  
6/10/13**