



To: NH Board of Tax and Land Appeals (BTLA)
NH Department of Revenue Administration (DRA)
Hanover Advisory Board of Assessors (BOA)
Hanover Selectboard (BOS)
Julia Griffin-Hanover Town Manager

From: Normand Bernaiche-Director of Assessing *MB*

Re: Monthly Update for Board ordered Revaluation

Date: November 16, 2020

The purpose of this memorandum is to comply with the BTLA order dated May 14, 2020 as a tool to keep those listed above along with the general taxpaying public updated on the progress in Hanover. As part of the order, this and other documents will be posted on the "2021 Revaluation Page".

A revaluation start up Zoom meeting was held on October 29th at 10:00 a.m. with representative from the BTLA, DRA, VGSI (revaluation company), Julia Griffin (Town Manager), Sue Girouard, Adrienne Summers and me from the Town of Hanover Assessor's Office. The expectations of all parties were discussed along with the progress to date from the Hanover Assessing Department's point of view.

The sales visits continue - we are doing everything we can to achieve a high rate of interior inspections. We sent out more 2nd notice letters, this month, asking for an interior inspection of recently sold properties. At the end of this document you will find a summary of our progress. Norm continues to visit Dartmouth's taxable property with the Director of Real Estate. See attachment # 1. for up to date data collection progress.

Work in progress - develop and send out rental income and expense forms which appropriately forms the valuation of most commercial type property. Under this request, the information we receive is held in strictest confidence and is only used internally to establish values. This will be sent out in January 2021. Currently, I am developing a database to track the different types of commercial rental space and its level of occupancy.

As of this writing we are waiting for the tax rate from the state so that tax bills can be mailed.

The State Equalization Study for sales that happened between October 1, 2019 and September 30, 2020 has been completed and submitted to the State. We anticipate questions from the Department of Revenue as they move through the study.

Please refer to the 2021 Revaluation page on the assessing department link <https://www.hanovernh.org/assessing-department> for information concerning the 2021 revaluation.

We are available to speak at any condo associations meetings, Rotary clubs, Chamber or Realtor groups to help with understanding the Assessing process in the Town of Hanover. Please reach out to me if you have any questions regarding this report or any other concerns or questions. 603-640-3206 or via email at norm.bernaiche@hanovernh.org

Sales/Data Collection Visits as of 11/19/2020

Sales Visits *(entry rate = 77%)*

of Sales: 227

of Sale Properties Visited to date: 209

Of Measure & List Completed: 161

of Measure (exterior measure, door tag left and 2nd Notice to make inspection mailed): 48

of Appointments: 2

of Sale Properties still need to visit: 16

Data Collection Visits by Map

Maps 13 & 16 *(entry rate = 78%)*

Total = 113 properties, 40 Land, 9 visited during Sales Visits

of Properties Visited to Date: 64

Of Measure & List Completed: 50

Appointments Scheduled as of the date of this doc: 0

of Measure (exterior measure, door tag left): 14

Still Need to Visit: 0

Maps 7 & 11 Seasonal Use Only *(entry rate = 30%)*

Total = 41 properties, 30 Land, 1 visited during Sales Visits

of Properties Visited to Date: 10

Of Measure & List Completed: 3

Appointments Scheduled as of the date of this doc: 0

of Measure (exterior measure, door tag left): 6

Still Need to Visit: 1

Maps 12 (*entry rate = 70%*)

Total = 226 properties, 32 Land, 14 visited during Sales Visits

Mailed 181 Postcards on 11/10/2020

of Properties Visited to Date: 20

Of Measure & List Completed: 14

Appointments Scheduled as of the date on this doc: 3

of Measure (exterior measure, door tag left): 3

Still Need to Visit: 160

Maps 14 & 17 – Seasonal Use Only (*entry rate = 29%*)

Total = 54 properties, 29 Land, 4 visited during Sales Visits

Mailed 21 Postcards on 10/21/2020

of Properties Visited to Date: 21

Of Measure & List Completed: 6

Appointments Scheduled as of the date on this doc: 0

of Measure (exterior measure, door tag left): 15

Still Need to Visit: 0

Maps 22 – Norm is doing this map

Total = 128 properties, 5 land, 8 Sales (previously visited)

Mailed 115 Postcards on 10/6/2020