

**The Public Minutes of the Board of Assessors
Meeting of July 10 2025**

A meeting of the Board of Assessors was held on Thursday, July 10, 2025 in the 3rd Floor Auditorium at Nashua City Hall, located at 229 Main Street, Nashua, NH 03060. The meeting was called to order at 1PM by Chairman Robert Earley.

Members Present:

Robert Earley, Jay Minkarah, Charles Dobens

Contracted Assessors:

Bob Gagne

Assessing Staff Present:

Jessica Marchant, Michelle Welsh

Other City of Nashua Staff Present:

Celia Leonard, Steve Bolton

Chairman Robert Earley

I'll call the meeting of the Nashua Board of Assessors to order at 1 PM on Thursday, July 10, 2025.

Let the record show that present from the Board are Jay Minkarah, Charles Dobens, and myself, Robert Earley.

MOTION BY Jay Minkarah to waive the reading of the public minutes from the Board of Assessors meeting held on June 5, 2025, accept them and place them on file.

SECONDED BY Charles Dobens

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, June 5, 2025, accept them and place them on file.

SECONDED BY Charles Dobens

VOTE: All in favor

UPDATES:

B. Gagne updated the board on the following:

- Numbers of 2024 Residential abatements reviewed and remaining
- Staff will be recommending a policy adoption to the board in the next month or two. The policy will outline the criteria to determine which years assessment revaluations should be done. The idea is to determine, using statistics and analysis, at what equalization ratio is the correct point for the City to undergo a revaluation.

OLD BUSINESS:

- **2025 Charitable Exemptions – Tabled from June 5, 2025**

At the June meeting, M. Welsh and B. Gagne explained there are two organizations seeking consideration to maintain their charitable status, though their applications were submitted after the deadline. There is an additional organization seeking consideration at this meeting under New Business, which the board addressed at this time.

The board invited representatives from the organizations to speak on the matter and answer questions which they did.

- St. Joseph’s Hospital
- Greater Nashua Mental Health
- James E Coffey Post 3 Legion

Jay Minkarah commented that after reading the letters provided and hearing the testimony given, he is satisfied the criteria of accident, mistake or misfortune have been met.

MOTION BY Jay Minkarah to accept the late filed application for St Joseph Hospital.

SECONDED BY Charles Dobens

VOTE: All in favor

MOTION BY Jay Minkarah to approve the 2025 charitable exemption for St Joseph Hospital.

SECONDED BY Charles Dobens

VOTE: All in favor

MOTION BY Jay Minkarah to accept the late filed application for Community Council of Nashua NH Inc dba GNMH.

SECONDED BY Charles Dobens

VOTE: All in favor

MOTION BY Jay Minkarah to approve the 2025 charitable exemption for Community Council of Nashua NH Inc dba GNMH.

SECONDED BY Charles Dobens

VOTE: All in favor

NEW BUSINESS:

- **2025 Charitable Exemptions**

See above

MOTION BY Jay Minkarah to accept the late filed application for the James E Coffey Post 3 Legion.

SECONDED BY Charles Dobens

VOTE: All in favor

MOTION BY Jay Minkarah to approve the 2025 charitable exemption for the James E Coffey Post 3 Legion

SECONDED BY Charles Dobens

VOTE: All in favor

- **2025 Abatements for Approval and Denial**

Robert Earley listed each address recommended for approval of an abatement and asked the board members if there were any questions for each item after reviewing the documents prepared in the packet.

573 SOUTH MAIN ST.

20 STARK ST.

28 BEVERLEE DR.

34 SARGENTS AVE.

43 ABBOTT ST.

25 SATURN LN.

25 BIRCH RIDGE TRL.

B. Gagne addressed questions on the item.

66 CHERRY HOLLOW RD.

6 SAXFORD LN.

21 BERKELEY ST.

4 SWALLOW LN.

2 MYOPIA LN.

18 CARROLL ST.

20 SHERWOOD DR.

MOTION BY Jay Minkarah to approve 2024 abatements for the 14 properties listed above as presented in the packet.

SECONDED BY Charles Dobens

VOTE: All in favor

Robert Earley listed each address recommended for denial of a 2024 abatement and asked the board members if there were any questions for each item after reviewing the documents prepared in the packet.

3 Putnam St.

174 Searles Rd.

18 Hall Ave.

23 Raymond St.

Jay Minkarah recused himself from this item.

MOTION BY Charles Dobens to deny the 2024 abatement for 23 Raymond St.

SECONDED BY Robert Earley

VOTE: 2 in favor with Jay Minkarah abstaining

37 Aster Ct U-174.

37 Jessica Dr. U-3.

7 Nichol Ln. U-9.

11 Strawberry Bank Rd. U-19.

9 Roderick Cir.

16 Burritt St.

15 Cheryl St.

14 Oak Grove Tr.

5 Oak Grove Tr.

5 Mark St.

21 Saturn Ln.

1080 West Hollis St.

12 Cindy Dr.

36 Underhill St.

29-31 Blanchard St.

715 West Hollis St.

14 Cathedral Cir.

The owner of the property, Theo Werle addressed the board giving reasons he is seeking an abatement. The board responded to him by giving him information about how assessments are derived through sales analysis and what criteria to use when finding comparable properties.

46 Sawyer St.

21 Hollow Ridge Dr.

55 Hollow Ridge Dr.

7 Custom St.

L Lovewell St.

MOTION BY Jay Minkarah to deny 2024 abatements for the remaining 25 properties listed above as presented in the packet.

SECONDED BY Charles Dobens

VOTE: All in favor

PUBLIC COMMENT:

Andrew Mayo, 17 Vista Way commented that after reading the prepared meeting packet online and watching the board meeting he is appreciative of the staff for all of the work that goes into reviewing the abatement applications, researching, making recommendations, and providing feedback and information with the recommendations.

He asked about the deemed denial letter he received. B. Gagne addressed his questions, explained the letter, the appeal process, and staff's expectations of the timeline for the remaining residential applications which have not been acted on by the board.

Peggy Anderson, 75 Walden Pond thanked the board and staff for the information given today and noted she did not receive the letter which is being discussed. Staff invited her to the office to receive a copy.

Clint Licqurish, 19 Vista Way asked for additional clarification about the appeal process and the expected timeline of abatement review between now and September 1st. The board and staff addressed this.

Andrew Mayo, 17 Vista Way had a follow up question about mediation which was addressed by B. Gagne.

COMMENTS BY BOARD MEMBERS:

Robert Earley noted his term as Chair of the board is over and a new chair should be elected.

Jay Minkarah **nominated** Charles Dobens as Chair. Robert Earley **Seconded**.

Vote: 2 in favor with Charles Dobens opposed.

Starting with the next board meeting, Charles Dobens will take on the role of Chair of the Board.

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 Charles Dobens

VOTE:

Mr. Dobens – Yes

Mr. Minkarah - Yes

Mr. Earley – Yes

The Board entered non-public session at 2:21 PM

The Board resumed public session at 3:00 PM

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 Charles Dobens

VOTE: All in favor

MOTION BY Jay Minkarah to release the non-public minutes of June 5, 2025 as redacted.

SECONDED BY Charles Dobens

VOTE: All in favor

MOTION BY Jay Minkarah to adjourn.

SECONDED BY Charles Dobens

VOTE: All in favor

The board adjourned at 3:01 PM

Respectfully submitted,
Jessica Marchant