

New Hampshire Tax Collectors' Association  
Executive Board Meeting  
Plodzick & Sanderson  
February 12, 2015  
9:30 am

**Executive Board Members Present:** President Raymah Simpson, CTC, Treasurer Joyce McGee, CTC, Secretary Charity Blanchette, CTC, Director at Large Kathleen Sylvia, CTC, Workshop Coordinator Esaundra "Pessy" Gaudette, DCTC, Education Committee Chair Diane Trippett, CTC, Conference Coordinator Terri Briand, CTC, Legislative Chair David Fredette, CTC, Education Committee Member Dawn Enwright

**Absent:** 1<sup>st</sup> Vice President Kellie Skehan, CTC, 2<sup>nd</sup> Vice President Melinda "Min" Kennett, CTC, Director of Public Relations Kathy Seaver, CTC

**Guest:** Cate DeVasto - NHDRA

Cate mentioned Jamie is out with the flu. The department is reviewing Jamie's things while she is out. Right now they are just working on the new program. MS61 questions are now going to Cate. Raymah asked about the form that prints to be included in the annual reports, the grey areas don't print well. Cate is going to look into a solution. Cate also mentioned if you are unable to reach your advisor try contacting another advisor and if they can't answer your question they will get you the answer or have your advisor call.

Jamie & Cate will be going to the New Collectors' Workshop. Cate will be going to the Spring Workshops. Diane asked what she needed for time at the workshop and she stated about ½ hour.

**Correspondence** – Joyce received a thank you card from Mildred Piper's church thanking the Association for the donation on her behalf.

Raymah received an email from Anne Kenison regarding the noticing issue that has been brought to light in Northumberland. Charity mentioned she spoke with Anne yesterday and she is all set with noticing for her lien. Charity told her that with Avitar both owners' names print in the address field which will show in a window envelope and at this time that should take care of the noticing requirements as long as they are at the same mailing address. Charity also told her that if the two owners have different mailing addresses then she should make the second owner an "additional mail to" so the second owner receives a notice as well at their mailing address. Also, Charity told her that if she has more than two owners than all owners should be getting a notice and be listed as "additional mail to" so they will receive a notice at their address.

**Secretary Report** – Charity distributed the dues report and reported to the board the status of the remaining towns unpaid. **Joyce made motion to accept the minutes of the January 8, 2015, meeting. Seconded by Pessy. All in favor. Motion carried.**

**Treasurer Report** – Joyce reported that the only income was a small amount of dues and the expenses paid were for what was needed to secure the workshop sites. **Pessy made a motion to accept the Treasurer's report. Seconded by Kathleen. All in favor. Motion carried.**

**Workshop Coordinator** – Pessy reported that all the workshops have been set up. Pessy reviewed dates. March 28<sup>th</sup> in Marlborough, April 8<sup>th</sup> in Concord, April 22<sup>nd</sup> in Hampton and April 29<sup>th</sup> in Littleton.

The VFW was confirmed for Littleton. They said they would adjust the heat so it will not be as cold. Topic of the Town is going to keep the same pricing. There was discussion regarding food choices for Littleton. The group decided to have them serve Roast pork w/apple stuffing & baked stuffed manicotti.

All the locations have agreed to allow the association to bring bottled water to save cost.

**Public Relations & Certification** – NO Report

**Legislative** – Dave distributed report of upcoming legislation. The committee is following over 40 bills. There was some discussion regarding a couple of motor vehicle bills that are being monitored.

Diane mentioned that the hearing for HB553 was last week and thought we may want to get the word out to contact their Senators to get it killed in the senate if it passes the house. There was some discussion on this bill. It effects our cities which collect motor vehicles.

**Conference Coordinator** – Terri had nothing to report at this time.

**Education Committee** – Diane asked the board to review the registration form for the New Collectors' Workshop. She asked if anyone may be available to help with the New Collectors' as the committee members are unable to attend.

Charity will collect the forms from attendees and Joyce will receive the scholarship forms. Diane is waiting on Bernie to see how long his sessions are going to take before she can complete the registration form for the Spring Workshops.

Diane reviewed equipment that will be used. There was discussion regarding purchase of a projection screen. **Kathleen made a motion to authorize Diane to spend up to \$200 to purchase a projection screen. Seconded by Terri. All in favor. Motion carried.**

Diane is going to continue working on purchasing a sound system.

Raymah and Dawn mentioned they will be at all the workshops.

**County Coordinator** – Raymah mentioned that the county coordinators were going to have topics & dates available to put out on the google group in case collectors wanted to attend a different session other than their county. It was mentioned that we will focus our May meeting, which county coordinators attend, around what topics and dates for county meetings.

Raymah is going to send out an email requesting them to have their topics, dates and speakers confirmed for the May meeting.

**Old Business** – Raymah reported speaking with Geoff from Gallagher, Fulton & Waugh. He mentioned the judge made a decision regarding the case in Northumberland, that anyone on the account need to be sent a separate notice. Even if they are husband & wife. Geoff feels as the board does that if both names are showing in the address field and they live at the same address one notice should be fine. If they are at different addresses then they should each get a notice. Geoff's recommendation is to contact the Association's attorney and have him form an opinion on how the collectors should be handling the noticing. Raymah going to contact Bernie to ask that he look into the decision. Joyce asked if we should be notifying the membership immediately to let them know that they should be at least adding the 2<sup>nd</sup> owner in the address field as some of the software companies do not allow for that.

Diane updated the board regarding the advice she received on how to carry out the delinquent/lien process on the condo development on leased land. Per a court settlement, the Assessor had created "billing parcels" and individual unit owners had filed consent to be taxed forms for their "share" of the land tax. Each unit owner receives a bill for their condo unit as well as a separate bill for the land tax. The billing parcels for the land tax were created for billing purposes only, and the land owner is ultimately responsible for the taxes on the entire parcel. Her attorney recommended an abatement be processed against all of the outstanding "billing parcels, and at the same time, a supplemental warrant be issued against the actual entire parcel of land for all outstanding amounts. This way the landowner and the correct land parcel will be noticed for the lien and if unpaid, the land parcel will be liened.

Diane working with her IT department on projectors, screens and sound system. Kathy has purchased the computer that was authorized to be purchased at a previous meeting for use by the Certification Committee and NHTCA.

**New Business** – Meeting date in September needs to be changed as it is the same time as the Clerks' Convention. It was decided to play it by ear.

Connecticut Conference will be held March 25<sup>th</sup> – 27<sup>th</sup> – Raymah and Terri will be attending. Raymah is wondering if she is to put the basket together to be presented to the President. She has an allowance up to \$75 for the basket.

Raymah needs Charity to use the association seal and crimp several seals on paper to bring to her for the vendor making the conference gift.

**Diane made a motion to adjourn. Seconded by Pessy. All in favor. Motion carried.**

Meeting adjourned 11:42

Respectfully submitted,

Charity M. Blanchette, Secretary