

Board of Assessors Minutes of Meeting April 1, 2019

Attendance: Chairman, Norman Charest, Assessors Robert Makuch, Assessor, Stanley Witkop, Principal Assessor, Carolyn Reed and Assessors' Clerk, Jane Ferrentino were in attendance.

A motion was made to call the meeting to order at 5:01pm.

Acceptance of Minutes: The Open Session and Executive Session minutes from the 34/2019 meeting were accepted.

Correspondence:

- Vision 2019 National User Group – Carolyn informed the Board of the Vision 2019 National User Group on May 13th to the 15th at the Equinox Golf Resort & Spa in Manchester Center, VT.
- MAAO 2019 Summer Conference – Carolyn informed the Board of the MAAO 2019 Summer Conference on June 16th to June 20th at the Red Jacket Beach Resort in Yarmouth, MA.
- HHCAA 2019 Spring Seminar – Carolyn informed the Board of the HHCAA 2019 Spring Seminar in May 16th at the Summit View Banquet and Meeting House in Holyoke, MA.
- MAAO Course 6 – Carolyn informed the Board that Monson is offering Course 6 at the Town Hall at the end of April through May for anyone who is interested.

New Business:

- New Growth for FY20 – Carolyn informed the Board that an estimate of New Growth for FY20 is \$54,000. This estimate of new growth is much lower than the previous year mainly due to a decrease of new construction and utility growth. One variable is the Eversource solar project on Mill Road. We don't have enough information yet to know if this will be taxable for FY20. That would potentially add another \$60,000 to new growth.
- Article for Warrant – Carolyn informed the Board that she has drafted the Articles for the Warrant. Carolyn advised that we have the following estimates: KRT at \$3,500, Building Permit Inspections at \$1,350, and Cyclical Inspections at \$5,175 (this sums up to \$10,025). The Board discussed requesting \$14,000 for FY20 Warrant Article.
- Fiscal 2019 Budget – Carolyn informed the Board that we have about \$1,700 left in our Expense account. She is going to follow up with the Accountant about the Budget this week.
- MVE Uncollectible Taxes – Carolyn informed the Board that she was notified from the Accountant that there are uncollectible MVE taxes from 2003 to present. Norm advised that we should not be moving anything within 3 years as it can still get abated. The Accountant wants to know if the Board would be agreeable to moving the uncollectible taxes out of the general ledger account. The Accountant

stated that the tax collector can still approve collecting these funds. The Board discussed and is agreeable to signing off on paperwork to move the funds. Carolyn will notify Account to submit the request to the Board for approval.

- Cyclical Inspections – Carolyn informed the Board that Zak is going to be starting the Cyclical Inspections this week. Postcards have been mailed and the police department has been notified that he will be out conducting inspections.
- 911 Grant – Carolyn informed the Board that Mary received an email from the Police Chief about mapping for GIS. Carolyn followed up with the Mass GIS contact and he advised that they need to be notified from the Building Department of any new home addresses. Carolyn responded back to Mary CC'd the Building Department of the process to correct the issue.

Signatures/Approval:

- Town of Wilbraham Pilot (Notice of Commitment)
- MLS Property Information Network
- Payroll Sheets were signed by the Board
- Weekly Timesheets were signed by Norman Charest
- Mary Hamel – Jane presented the 41A Tax Deferral Certificate and Application to the Board for them to sign.
- Reimbursement Form – Norm signed Mileage Reimbursement form for Jane for her MAAO Course 200 class from March 15th and 16th

Executive Session – At approximately 5:38 Mr. Makuch made a motion to enter into Executive Session to discuss real and personal property Abatements. The Board will resume in Open Session. Roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes. Mr. Witkop – yes.

At approximately 5:53 pm Mr. Makuch made a motion to adjourn Executive Session and return to Open Session. Roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes. Mr. Witkop – yes.

Real & Personal Property Abatement Applications:

Results:

- 1) App #12 (22-144-0) 33 Mountainview Dr (Shimel) – Abatement application was granted by unanimous vote by the Board for Fiscal 2019.
- 2) App #5 (32-15-0) – Ames Rd (Barroso) – Abatement application was granted by unanimous vote by the Board for Fiscal 2019.

Next Meeting: Monday, April 22nd, 2019 at 5:00 PM. At approximately 5:56 pm the meeting was adjourned.

Respectfully Submitted,

Jane Ferrentino
Assessors' Clerk