

Board of Assessors
Minutes of Meeting
January 7, 2020

6:00: p.m.: Meeting came to order with Thomas Barry, Chairman; Donald Minney, Vice Chairman; Raymond Goff, Clerk; and John Whelihan, Director of Assessments present.

Documents Presented:

- Assessors page of the 2019 Annual Report (draft)

Signatures:

- Schedule of Bills Payable: \$431.27
- Monthly List of Exemptions; FY20 RE \$3,400.26
- Monthly List of Abatements; 2019 MVE \$737.48
- Monthly List of Abatements; 2019 MVE \$33.33
- FY20 apportionment; Old Sawmill Rd (244-156.06)

Old Business:

- Mr. Minney made the motion to accept the minutes of the December 16, 2019 regular session and executive session meetings. Mr. Barry seconded the motion. The motion passed 3-0.
- The Board made additional changes to the Assessor's page of the 2019 Annual Town Report. The report must be submitted to the Selectmen's Office by January 15.
- The Board discussed whether the Department of Public Works (DPW) should continue servicing the Assessor's vehicle. The DPW originally informed Mr. Barry that, due to the DPW purchasing oil in bulk, they wouldn't charge the Assessors for oil or labor. The Assessors would only need to purchase oil filters. The DPW now states that the Assessors have to pay for all parts and materials associated with routine maintenance. The office must also submit a monthly maintenance report.

Mr. Minney and Mr. Barry voiced their displeasure regarding the lack of cooperation from the DPW, including technician Chris Laurenzo who stated he didn't want our vehicle serviced there. Since the savings associated with having our vehicle serviced at the DPW is minimal, the Board decided to have the vehicle serviced locally.

- The Board discussed the town's Storm Water Management program that will be implemented in FY21.

New Business:

- The Board discussed the Patriot Properties appraisal system (AssessPro) utilized by the Assessor's staff. Kevin Hannon, the MIS Director, and Mr. Whelihan recommend upgrading to the latest version of AssessPro (4.5). The town computer server dedicated to Patriot also needs to be replaced. The MIS Department would like to upgrade the server and AssessPro in February. The cost to upgrade would be approximately \$1,200 and will come from the MIS budget.

Mr. Barry asked whether Patriot has a web-based version of AssessPro. Mr. Whelihan stated that there is a web-based version (AP5) of AssessPro, however the conversion cost would be over \$20,000. Mr. Hannon stated that he doesn't have the funds necessary to purchase the web-based version. The Board agreed to upgrade the AssessPro software to the standard 4.5 version. Mr. Whelihan will report back to the Board when the conversion is complete.

- Mr. Whelihan stated that the FY20 tax bills were mailed in a timely manner. The 2020 excise bills will likely be mailed in February.
- The next Board meeting will be held on January 28 @ 6:00 p.m.

7:05 p.m.: Mr. Barry made the motion to move into executive session to discuss FY20 exemption applications under Purpose 7 of MGL Ch 30A, s. 21(a) to comply with or act under the authority of MGL Ch 59, s. 60 with respect to confidentiality, and not reconvene in regular session. Mr. Goff seconded the motion.

Barry	Yes
Minney	Yes
Goff	Yes

Respectfully submitted,

Raymond Goff
Clerk

Board of Assessors
Minutes of Executive Session
January 7, 2020

7:05 p.m.: Meeting came to order with Thomas Barry, Chairman; Donald Minney, Vice Chairman; Raymond Goff, Clerk; and John Whelihan, Director of Assessments present.

The Board approved the following FY20 Exemption applications. All votes were unanimous at 3-0.

NAME	PROPERTY ADDRESS	PARCEL ID	EXEMPTION
Baran, Denise	178 Ludlow Street	267-22	Cl. 22
Hauschild, Bryan F.	234 Barton Avenue	253-25	Cl. 22
Rodrigue, Robert S.	33 Willow Lane	245-92	Cl. 22 (NEW)
Beachell, James A.	286 Franklin Street	269-9	Cl. 22E (NEW)
Wilson, Galen B.	330 Barton Avenue	253-54	Cl. 22E (NEW)

7:25 p.m. Motion to adjourn

Respectfully submitted,

Raymond Goff
Clerk