

Assessors Meeting Minutes
February 27, 2017

The meeting was held on Monday February 27, 2017 and called to order at 6:06 p.m. by Amy Shapiro
Present: Amy Shapiro (AS) , George Stephan (GS), Jennifer Morse (JM)
Absent: Donna Sarro

Minutes

A motion was made by GS and seconded by AS to accept the meeting minutes of February 13, 2017

VOTE: 2-0

Signatures - *Signed by all AS and GS unless otherwise noted*

Monthly List – Real Estate/Personal Property October 2016 Levy of 2006, 2008, 2010

Monthly List – Motor Vehicle October 2016 Levy of 2013

Chadwick - Notice of Non-Applicability of Liens

Budget Prep

FY18 budget sheets were reviewed prior to the Selectboard and Finance Committee hearing. Contracted software will be going into a separate account but for hearing purposes it is on the Assessors sheets. Tax Mapping went up for regular tax map maintenance and for online services. The Real Property line item is going up \$1000 to add WebPro services to our package. The other change is to the Assessors Assistant position requesting 19 hours per week instead of 17 ¾ hours per week.

Request for Quotes – Assessing Services FY18-FY20

The RFQ (Request for Quotes) for Assessing Services FY18 – FY20 were sent out by Kayce Warren and are due back on March 7th for review. The board spoke to Kayce about the process. When quotes are received Kayce will forward them so they can be distributed for review. The BOA will make a recommendation to Kayce at their March 13th meeting.

Excess Overlay

A motion was made and seconded to rescind the November 21, 2016 vote to remove \$1800 from the 2008 excess overlay account. VOTE: AS- Yes, GS- Yes

A motion was made and seconded to vote from the 2008 excess overlay fund the amount of \$2300. VOTE: AS- Yes, GS- Yes.

The town accountant asked that the board rescind the original vote since additional monies needed to be released and voted on, making the transaction clear. The money will be voted on at a Special Town Meeting in April and is to be placed in the Assessors Expense Line Item due to unforeseen expenses (Point License and FSI Appraisal of the Ashfield House).

Inspections & Income Approach

JM shared that most of the building permit inspections have been completed by Mayflower. Cyclical inspections have not been done in two years and in the past Mayflower has done the bulk of them in revaluation years. Mayflower conducted abatement inspections and still has one outstanding abatement inspection to conduct. Sam told JM that he had approximately two more days of building permit inspections.

Duane from Mayflower will be in Ashfield on Thursday March 9th to do the FY17 income approach on the Ashfield House.

MLP Advisory Board

GS suggested that updates be added to the agenda for the MLP Advisory Board. GS shared that the committee had their first meeting which was mostly organizational in nature.

Upcoming Meeting

March 13, March 27, April 10, April 24, May 8, May 22

Agenda Items Known: Chapter Lien (Stephan), Review 2 ½%, Levy Limits and Ashfield News Article, Review RFQ's and make recommendation, MLP update.

A motion was made by GS and seconded by AS to enter into Executive Session as allowed by M.G.L c30A section 21 Reason 7 to act on and discuss exemption and abatement applications. The board will adjourn the regular meeting at 6:53 p.m. and not return to the regular meeting. *Vote: Amy Shapiro – Yes, George Stephan – Yes.*

Respectfully Submitted:
Jennifer Morse
February 28, 2017

Approved 3/13/17 Vote: 2-0-1