

Assessors Meeting Minutes
March 27, 2017

The meeting was held on Monday March 27, 2017 and called to order at 6:02 p.m. by Donna Sarro
Present: Donna Sarro (DS), George Stephan (GS) Jennifer Morse (JM)
Absent: Amy Shapiro (AS)

Minutes

A motion was made by GS and seconded by DS to accept the meeting minutes of March 13, 2017
VOTE: 2-0

Signatures *signed by GS and DS unless otherwise noted*

CAI Technology Fiscal Year 2018 Tax Map Contract also signed by Kayce Warren

Special Town Meeting

Article 1 of the Special Town Meeting on April 18, 2017 was reviewed. This article transfers money from the Assessors Overlay Account to Assessors expense due to unforeseen expenses (FSI Appraisal and Point License Agreement)

Roberts Bros. Lumber Letter of Intent

Town Administrator Kayce Warren sent a copy of the Intent to apply for the Massachusetts Economic Development Program from Roberts Bros. Lumber Co. Inc. to the board for review. Also given to the board at Kayce's request was the EDIP & Local Incentives Only Application Process document. JM shared that the Town of Shelburne has TIF (Tax Increment Financing) agreements with local business owners. JM will keep the board updated as the process moves forward. The Assessors would have a role in the assessing piece of the project however ultimately it is the Selectboard that negotiates the TIF and town meeting votes to approve.

Discussion with the Selectboard and Finance Committee regarding request for additional hours for assistant

DS reviewed the document created by the board at the last meeting that gives an analysis of the job description and what is not being done. DS will go before the board at 7 p.m. to answer any questions the Finance Committee and Selectboard might have about the request for an additional 1 ¼ hours per week for the assistant.

Educating Residents on 2 ½ and What the Assessors Do

Tabled to next meeting. JM will email draft of What the Assessors Do for the website.

MLP Advisory Board Update

No Updates

Upcoming Meetings

April 4

Office Closed

April 13, 2017 for MAAO conference. Notice has been posted on website and JM will send out reminder notices to town hall staff.

Other Business

GS shared that there are now cameras located in Town Hall and the Fire Station

DS stated “That the Board of Assessors will enter into executive session as Exemption/Abatement applications are not open to the general public, and as allowed by MGL Chapter 30A Section 21 Reason 7.

A motion was made by GS and seconded by DS 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 6:40 p.m. and not return to the regular meeting. **Vote: Donna Sarro – Yes, George Stephan – Yes. 2-0**

Respectfully Submitted:

Jennifer Morse

March 28, 2017

Approved: 4/4/17 Vote: 2-0