

Assessors Meeting Minutes  
April 4, 2017

The meeting was held on Monday April 4, 2017 and called to order at 6:00 p.m. by Donna Sarro  
Present: Donna Sarro (DS), Amy Shapiro (AS) – arrived at 6:06 p.m., George Stephan (GS),  
Jennifer Morse (JM)

**Minutes**

A motion was made by GS and seconded by DS to accept the regular and executive session meeting minutes of March 27, 2017

**VOTE: 2-0**

A motion was made by AS and seconded by DS to accept the meeting minutes of March 20, 2017

**Vote: 2-0-1** DS- Yes, AS- Yes, GS- Abstained

**Signatures** *signed by DS and GS prior to arrival of AS*

Real Estate/Personal Property Monthly List – March 2017 – Levy 2017

Motor Vehicle Monthly List – March 2017- Levy 2017

Warrant to Collector – Motor Vehicle Commitment #2

Tax Collector Request to abate tax

**Minutes**

A motion was made by AS and seconded by DS to accept the meeting minutes of March 20, 2017

**Vote: 2-0-1** DS- Yes, AS- Yes, GS- Abstained

**Follow-up on Selectboard & Finance Committee Meeting (March 27, 2017)**

DS shared that she attended the joint meeting of the Selectboard and Finance Committee to discuss and answer questions the boards had regarding the request for 19 hours for the Assessors Assistant. The outcome of the meeting approved the additional 1 ¼ hours - \$804 for the Assistant position for Fiscal Year 2018.

**Review 2/12, Levy Limits and Ashfield News Article regarding such... Assessors Duties Explanation and FAQ Sheet for the website.**

JM shared that the Division of Local Services made recommendations regarding the content that should be displayed on the Board of Assessors webpage. Every item is currently on the website with the exception of a FAQ sheet. JM will continue to work on the duties explanation draft and include more information about appeals and frequently asked questions. JM will email it to all board members prior to the next meeting. Discussion on educating the community on 2 ½ and Levy Limits via the website and Ashfield News. JM explained that it is more the role of the Selectboard and Town Administrator to educate on budget prep and the 2 ½. Putting the FAQ's into the Ashfield News would be beneficial to the community.

**MLP Advisory Board Updates**

Will update at the May meeting – nothing to report. AS questioned whether there would be the ability to work with other local towns.

**Open Space Committee – Mapping Issues**

JM shared that the Open Space Committee has been working hard on Ashfield Open Space Maps. They are tracking Chapter Lands, Conservation Restricted and APR land. While working on the maps several tax map related questions have come to resolving ongoing map issues. For example Map 11 Lot 11A is on the tax map but was combined in 2007 with Map 11 Lot 7 and never recorded on the maps but was combined within the

data base. JM is working with a property owner currently to resolve a missing parcel on the maps that are in the data base, JM will bring the finding to a future meeting.

### **Exempt Property Discussion**

JM shared that she has been discussing with the Town Administrator the possibility of a PILOT program in Ashfield. JM will distribute a list of exempt properties to board members. PILOT's would not be handled by the Board of Assessors except to determine the value of real estate owned by the organizations. Discussion on exempt properties and town utilized services.

### **Items not Reasonably Anticipated 48 Hours before the meeting**

Email from DOR/TAP Enrollment FY2018

JM shared the email received from the DOR dated April 3, 2017. The email contained the FVAC recommending chapter values, information about the Local Assessment workshops that JM will be attending in Lee on May 11<sup>th</sup>. It also contained the Certification Standards – Information Guideline Release 17-01.

JM also shared that Bob Bliss from DOR reached out (on April 4) to Ashfield for enrollment in the FY 18 TAP enrollment program. After discussing with the accountant JM graciously declined the invite to participate. In FY17 the tax rate was set four days earlier than in FY16. The financial team will work to have a tax rate set earlier for FY18.

DS brought the article written to the Ashfield News Editor by David Newell to board. She felt it might open up questions in regards to the tax rate as broadband moves forward. The other members will read the article and send JM any questions regarding the article

Upcoming Meetings

May 1<sup>st</sup> at 8 a.m., June 6 at 6 p.m., July 11 at 9 a.m., August 15 at 6 p.m.

A motion was made and seconded to adjourn the meeting at 7:07 p.m. VOTE: 3-0

Respectfully Submitted:

Jennifer Morse

April 6, 2017

Approved: 5/4/17 Vote: 2-0