

Assessors Meeting Minutes
September 7, 2016

The meeting was held on Wednesday September 7, 2016 and called to order at 6:05 p.m. by Donna Sarro
Present: Donna Sarro (DS), George Stephan (GS), Jennifer Morse (JM)
Absent: Amy Shapiro (AS)

Meeting Minutes

A motion was made by DS and seconded by GS to accept the meeting minutes of August 15, 2016

VOTE: 2-0

Signatures *All documents signed by both members present*

Monthly List - Real Estate/Personal Property

Monthly List - Motor Vehicle – 2014, 2015, 2016 Note: 2014 was a void only

3ABC – Exempt Status Properties

JM shared the Annual Report to the Sec. of State office from Spruce Corner Community House which puts them in compliance with the exempt filing of form 3 ABC. All exempt properties have filed for fiscal year 2017 and understand the process moving forward. JM will send out forms each year at the same time the form of lists.

Cyclical Inspection Program

JM created a spreadsheet of all residential properties in Ashfield that shows the land use code, address of the property and last inspected date. Approx. 285 properties have not been inspected within the cyclical time frame of every nine years. Mayflower Consulting LTD has been doing inspections since 2004. The cyclical inspection program is a directive from the DOR to be completed by fiscal year 2024.

TAP Enrollment Process

JM gave update on the Department of Revenue TAP program that the town signed up for this fiscal year. This program helps the town set the tax rate earlier than in past years. JM stated that we will not make the deadlines for several reasons including the building permits, new growth and sales comparison has not been completed. JM has notified the DOR that the deadlines will not be met. Mayflower is expected to finish up the Assessors piece of the work by September 30. JM will coordinate with town hall office staff and Sam from Mayflower to ensure that he has access to the computer.

Proposal Process - Kayce Warren will be meeting with the Board of Assessors on Monday September 19, 2016 at 6 p.m. to discuss the proposal process for the Assessing Services for FY18-20.

Chapter Land Applications

Application #	Chapter Use	Name	Map/Lot	Total Acres
Application #7	Chapter 61	Clark	Map 3 Lot 31	31 Acres
Application #9	Chapter 61B	Fessenden	Map 8-6 Lot 1	47 Acres
Application #4	Chapter 61B	Ashfield Golf Club	Map 7-4-0-18/5	39.7 Acres
Application #3	Chapter 61B	Jerome	Map 11 Lot 64	96 Acres
Application# 2	Chapter 61A	Salz	Map 7 Lot 27	69.9 Acres
Application # 1	Chapter 61A	Allon	Map 5 Lot 62	16 Acres
Application #8	Chapter 61A	Labelle	Map 4 Lot 43	7.787 Acres
Application #10	Chapter 61A	Lagoy	Map 9 Lot 60	68.377 Acres
Application #12	Chapter 61A	Cranston	Map 4 Lot 14	161.39 Acres

Application #13	Chapter 61A	Cranston	Map 4 Lot 21	10.75 Acres
Application #5	Chapter 61	Gemme	Map 11 Lot 29	113.2 Acres
Application #6	Chapter 61A	Capra	Map 9 Lot 27	37.8 Acres

Next Meeting
September 19 - 6 p.m.

Executive Session – Exemptions

*DS made a motion to enter into executive session (reason exemptions) and will not return to regular session at 6:53 p.m. The motion was seconded by GS. **Roll Call Vote: Donna Sarro – Yes, George Stephan – Yes***
Vote 2-0

Submitted:
Jennifer Morse – Assessors Clerk
September 12, 2016

Approved: 10/3/16 Vote: 2-0