

January 11, 2023 Board of Assessors VIRTUAL Meeting Minutes

Board Members Present: Chairman Jeffrey Quackenbush and members: Howard Shpetner and J. April Stein.

Also present: Town Administrator Rebecca (Becky) Torres and Assessors' Clerk Leslie Bracebridge.

Guests: George Arvanitis

Chairman Jeffrey Quackenbush opened the meeting at 5:35 PM online using ZOOM Meeting ID: 830 8353 5173, Passcode: FyxAD5. Phone: 1.646.558.8656, Passcode: 355072.

1. **April Stein was welcomed as the newest member of the Board of Assessors**, filling the vacancy created when Susan Reyes resigned effective December 31, 2022 to focus on her teaching career. George is considering filling the next vacancy, as Jeff has resigned effective January 31, 2023, to donate his professional expertise to the new library committees. He will be very much missed by the Board of Assessors.

2. **The October 25, 2022 meeting minutes were reviewed and approved as written.**

3. **The following Accountant Reports were reviewed and approved for signature stamps:**

- **Motor Vehicle Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2022	October (2022)	\$55.49
<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2022	November (2022)	\$46.42
<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2022	December (2022)	\$0.00

- **Personal Property Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
FY 2023	December (2022)	\$53.48

4. Continuing the practice started with remote meetings during COVID, Assessors unanimously voted to renew their authorization for office staff and consultants to process routine abatement and exemption applications, and commitments, and submit monthly reports to the Accountant using Assessor's signature stamps, prior to their review of the documents at their meetings. Assessors will still always be welcome to come to the office at any convenient time to review the paperwork in person. This authorization will expedite in-house reconciliation of finance records and allow abatements to proceed in a timely manner to applicants.

5. Paperwork submitted for a Chapter 61, 10-year renewal for Lot O 7, is in order. Assessors unanimously voted to approve the application for FY 24. Jeff offered to come to Town Hall to sign the certificates and have his signature notarized on the new lien certificate to be filed at the Franklin Registry of Deeds.

6. **The following FY 23 Real Estate, Personal Property, CPA Surcharge, Betterment Loans, Motor Vehicle and Rollback Commitments were reviewed and approved for signature stamps:**

- **Motor Vehicle Commitments:**

<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
2022 #6	November 18, 2022	\$3,870.11
<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
2022 #30	December 5, 2022	\$78.79

- **Real Estate Actual:**

<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
FY 2023	December 19, 2022	\$2,698,327.45

-

- **Personal Property Actual:**

<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
FY 2023	December 19, 2022	\$47,363.51

- **CPA Surcharge Actual:**

<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
FY 2023	December 21, 2022	\$30,363.61

- **Septic System Loan Actual:**

<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
FY 2023	December 21, 2022	\$7,456.62

- **Chapter 61 Rollback Taxes on Lot H-46 Greenbaum to Davis:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
FY 2023	December 12, 2022	\$1716.21

- **Personal Property Revised Valuation Additional Tax Due:**

<u>Commit. Year</u>	<u>Commit. Date</u>	<u>Total Amount Committed</u>
FY 2023	December 20, 2022	\$88,704.94

Becky explained that the Personal Property revised valuation additional tax due is the technique used to commit taxes for the PILOT (Payment In Lieu Of Taxes) agreement initially with Lodestar, transferred to Lakestreet, and to current owner NEXTERA for the solar energy field on the Wheelock property off Pratt Corner RD. The PILOT allows the company to plan their future finances and was created with a 2.5% escalator.

7. The FY 2022 Annual Report was reviewed and approved by Jeff and Howard. April abstained because she was not an Assessor during the FY 2022 time period.

8. All present were glad that the revaluation/recertification process was successfully completed in time for the tax bills to go out on time. Becky recognized the team effort involved. She reported that there have been no individual inquiries for the Administrative Assessor position, and she will do more research into future options of consultant services through a firm, for the Board of Assessors' consideration.

9. There were no topics discussed that were not reasonably anticipated 48 hours before the meeting.

10. **Schedule Next Meeting:** The next ZOOM meeting is scheduled for Tues. Feb. 15, 2023 at 5:30 PM.

Assessors Adjourned at 6:18 PM.

Respectfully submitted, as approved on February 15, 2023,

Leslie Bracebridge
Assessors' Clerk

List of Documents used at the meeting:

1. January 11, 2022 meeting agenda.
2. October 25, 2022 draft meeting minutes.
3. Abatement summaries to Accountant as detailed in minutes.
4. Chapter 61 renewal papers for lot O 7, 386 Pelham Hill RD.
5. FY 23 Commitments as detailed in the minutes.
6. FY 2022 DRAFT Annual Report