

March 22, 2023 Board of Assessors VIRTUAL Meeting Minutes

Board Members Present: Chairman Howard Shpetner and Board Members: J. April Stein and George Arvanitis. **Also present:** Town Administrator: Rebecca (Becky) Torres and Assessors' Clerk: Leslie Bracebridge. **Guests:** Johanna Hall and Mary Lou Conca.

Chairman Howard Shpetner opened the meeting at 6:33 PM online using ZOOM Meeting ID: 820 1264 4313, Passcode: mwM3Vg. Phone: 1.646.558.8656, Passcode: 849370.

The February 15, 2023 Assessors Meeting Minutes were approved as written: Stein: Aye, Shpetner: Aye, Arvanitis: Aye._

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

- **Motor Vehicle Abatements: including exempt town vehicles (\$4001.06) and other-town rebills:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2023	February (2023)	\$5,868.51

- **Real Property Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2023	February (2023)	\$724.69

- **Community Preservation Act Exemptions and Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2023	February (2023)	\$ 34.99

Stein: Aye, Shpetner: Aye, Arvanitis: Aye._

Leslie reported that the second motor vehicle commitment had been received on March 20th in the amount of \$14,836.02. Included in that Commitment was the \$516.04 excise tax on the new police cruiser, which will show up in the March Motor Vehicle Excise Tax abatement report for Accountant Gail Weiss.

The following Town Collector recommendations for Assessors' consideration as uncollectable personal property taxes were reviewed and approved for signature stamps in accordance with MGL Ch 58 S 8:

- **Personal Property:**

<u>Commit. Year</u>	<u>Request Date</u>	<u>Total Amount</u>
2020	March 22, 2023	\$60.10

<u>Commit. Year</u>	<u>Request Date</u>	<u>Total Amount</u>
2021	March 22, 2023	\$27.14

<u>Commit. Year</u>	<u>Request Date</u>	<u>Total Amount</u>
2022	March 22, 2023	\$43.66

Stein: Aye, Shpetner: Aye, Arvanitis: Aye._

Leslie reported on Exemptions and 3ABC applications:

1. Ten assorted veteran's exemptions - one includes CPA, five 41C, one 37A, one 17D, statutory exemption applications and 4 Community Preservation (CPA) low-income surcharge exemption applications were reviewed by office personnel in keeping with the May 21, 2022 Annual Town Meeting exemption renewals and new statutory approvals, and were recommended for the Board's final approval. Leslie stated that exemption applications are not public records, and that Assessors visit the office (individually, so as not to comprise a quorum) to review any and all Assessors' files in accordance with public record statutes. Assessors moved and approved the recommended exemption awards: Stein: Aye, Shpetner: Aye, Arvanitis: Aye._

2. All 4 active 3ABC entities: Sirius, Inc., Temenos, Inc., Camp Anderson Foundation, Inc., and Kestrel Land Trust, Inc., have submitted applications, which similar to exemption applications, are not public records. Assessors individually visit the office for their review. Leslie will send a note to Camp Anderson Foundation,

Inc. thanking them for submitting 3 previous years' applications (FY 20, 21, and 22) and stating that the Board of Assessors are looking forward to receiving the FY 2023 and FY 2024 applications. No votes were taken.

Real Estate Abatements:

1. Because on January 25, 2023 the tax-exempt Town of Shutesbury purchased land previously held in Chapter 61, private ownership, a real estate tax abatement in the amount of \$31.54 was moved and approved: Stein: Aye, Shpetner: Aye, Arvanitis: Aye.
2. Chairperson Shpetner summarized the reasoning behind the real estate abatement calculations recommended by the Assessors' Consultant for Lot T-83. Assessors moved and approved the recommended \$619.58 real estate tax abatement, and the corresponding CPA \$9.29 surcharge: Stein: Aye, Shpetner: Aye, Arvanitis: Aye.

Topics not reasonably anticipated 48 hours in advance of the meeting:

1. Leslie expressed her gratitude to Web Communications Committee Chair Person Gail Fleischaker, who on March 20 had donated a solid 2 hours of her time working with Leslie to update the Assessors' webpage, fixing broken links, improving wording, deleting outdated information, and otherwise re-organizing the page.
2. Leslie reported that due to inquiries about the Assessors' CAI mapping program, she had contacted the company, and learned that the Assessors' office must take steps to create reports in Vision, and send the reports to CAI, and after a back and forth, CAI is then able to update the mapping files. A program previously installed on the Administrative Assessor's laptop (no longer functioning) was re-installed on the Assessor's Clerk's computer for this process. Leslie feels that she will need CAI's assistance in creating the Vision report and sending the information, at least for the first few exchanges. An extra benefit of the event is that while CAI was remotely updating the maps, Leslie observed them creating a file of all the 2023 records, that she had been seeking assistance with the Vision Help Desk to prepare. CAI saved the report for Assessors' use, saving Leslie continued efforts with Vision on this matter.

Guest Mary Lou Conca asked who the Assessing consultants were: Bishop and Associates and David Burgess. And, a second question concerning new municipal vehicle purchases, not under the purview of the Assessing Department, member George Arvanitis was able to answer for Mary Lou.

Schedule Next Meeting: April 19, 2023 at 6:30 PM.

Assessors Adjourned at 7:20 PM.

Respectfully submitted, as approved on April 19, 2023.

Leslie Bracebridge
Assessors' Clerk

List of Documents used at the meeting:

1. March 22, 2023 meeting agenda.
2. February 15, 2023 draft meeting minutes.
3. Exemptions and abatement summary reports to the Town Accountant as detailed in the minutes.