

BOARD OF ASSESSORS MINUTES

February 7, 2022

1. Brought meeting to order at 6:07 PM. In attendance were Rebecca Dono-Healy, Van Baker, Tom Martiska, Jack Valleli, and Amy Evanowski via Zoom.
2. At this time the Board was presented with the minutes for meetings held on January 19, 2021, February 1, 2021, August 2, 2021, and September 20, 2021. Van Baker made a motion to accept those minutes with typographical corrections, seconded by Tom Martiska. The vote was 3-0 in favor.

Additionally, the Board read the minutes from the prior meeting, December 27, 2021, and Rebecca made a motion to accept the minutes with typographical corrections, seconded by Van. The vote was 3-0 in favor.

3. On the issue of invoices and Board approval, the Board conferred. Van moved that the policy be that the Board is notified of any non-recurrent expense over \$500, and that the office staff will be responsible for preparing a balance sheet each month showing roughly how the budget is performing against both recurrent and non-recurrent expenses. The motion was seconded by Tom, and the vote was 3-0 in favor.
4. Amy informed the Board of the issues we encountered in looking at last year's assessment, and of our ongoing efforts to ensure that valuation changes smoothly as possible.
5. The Board approved 4 months of RRG invoices and a bill from the Registry of Deeds for printed plans.
6. At this time, the Board was shown the 3 GIS frameworks we are entertaining bids from, and have been encouraged to explore the different software packages and their features prior to our next meeting. The Board concluded that they will make a decision at the next regular meeting.

7. At this time, the Board approved two Clause 22 Exemptions.
8. Amy apprised the Board of the real estate tax abatement requests we have received, and of our plans to inspect the homes that need to be inspected for overvaluation.

Additionally, we have two personal property tax abatements thus far.

9. The Board was informed of the very large first Motor Vehicle excise commitment, with a total of 5454 records.
10. 86 I&Es were sent out as of Friday Feb 4th, and Amy advised the Board of their options as far as enforcement goes. The Board is not moving forward with any liens at this point.
11. The Board was advised that property tax abatement season is over, and that the next item on the horizon is the first motor vehicle excise commitment on the 18th of February.
12. The Board was happy to hear that we are maintaining our required documentation, and were pleased that it was a cheap and fast issue to solve.
13. The Board thanks Gary for his services.
14. The Board was advised of the office's strategy in reducing the backlog of parcels that require inspection for new growth.
15. Van moved to adjourn. Tom seconded; the vote was unanimous. The Board of Assessors was adjourned at 8:06 PM.