

BOARD OF ASSESSORS

February 27, 2019

Minutes of Assessors Meeting

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MAR 29 2019

TOWN OF AYER

TOWN CLERK

8:29AM

The meeting was called to order at 2:28pm. Clerk Cornellier, Member Bresnahan, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

Member Bresnahan made a motion to Appoint Clerk Cornellier Chairman pro tem. The motion was seconded by Clerk Cornellier and approved by a 2-0 vote.

Chairman Cornellier made a motion to appoint Member Bresnahan Clerk pro tem. The motion was seconded by Member Bresnahan and approved by a 2-0 vote.

The Board of Assessors read the agenda for February 27, 2019. A motion to approve the agenda as written was made by Clerk Bresnahan, seconded by Chairman Cornellier and approved by a 2-0 vote.

The Board of Assessors read the minutes for January 30, 2019. A motion to approve the minutes as written was made by Clerk Bresnahan, seconded by Chairman Cornellier and approved by a 2-0 vote.

The Assessing Administrator provided the Board with an update on the Tyler iasWorld Appraisal Solution conversion process.

The Board of Assessors was presented with two Motor Vehicle and Trailer Excise warrants and Commitments for their approval. Commitment 1 of 2019 for \$941,618.75 and Commitment 7 of 2018 for \$8,517.22. A motion to approve and sign the warrants and commitments was made by Clerk Bresnahan. The motion was seconded by Chairman Cornellier and approved in a 2-0 vote.

The Board of Assessors reviewed the Assessing Department Report for the month of January 2019. A motion to approve the report as written and authorize submission to the Town Manager was made by Chairman Cornellier, seconded by Clerk Bresnahan and approved in a 2-0 vote.

The Board of Assessors reviewed the January 2019 Motor Vehicle Excise Abatement Report. The Assessing Department Assistant processed 5 abatements totaling \$477.62. A motion to accept and sign the report was made by Chairman Cornellier, seconded by Clerk Bresnahan and approved by a vote of 2-0.

At 2:45pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Bresnahan called for a vote to go into Executive Session to review 3 FY2019 Real Estate Abatement Applications with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Chairman Cornellier. Vote: Paul Bresnahan: Aye; C. Edward Cornellier: Aye. Motion passes by a vote of 2-0.

At 3:00 pm, the Board reconvened into Open Session.

Old Business:

The Board of Assessors reviewed and discussed an email from the Town Manager regarding the exempt status of the Emmanuel Missionary Baptist Church of Ayer located at 139-141 Littleton Road.

New Business:

The Board of Assessors discussed the status of the FY2019 Assessing Department Budget.

The Board of Assessors reviewed an email request from Steward Healthcare requesting an extension until 4/15/19 on filing a State Tax Form 2 - Form of List on Accounts 104200 and 106060. A motion was made by Chairman Cornellier to approve the extension request. The motion was seconded by Clerk Bresnahan and approved in a 2-0 vote.

In response to a written request from the Town Accountant, the Assessing Administrator presented the Board with a response memo reporting a growth estimate of \$350,000 and an overlay requirement of \$300,000 for FY2020. A motion was made by Chairman Cornellier to approve the growth estimate and overlay request and authorize the Assessing Administrator to submit the response memo to the Town Accountant. The motion was seconded by Clerk Bresnahan and approved in a 2-0 vote.

In response to a written request from the Town Accountant, Assessing Administrator Hogan presented the Board with a response memo showing the availability of surplus overlay totaling \$81,644 for the years FY2016-FY2013. A motion was made by Chairman Cornellier to declare an overlay surplus of \$81,644 and authorize the Assessing Administrator to forward the response memo to the Town Accountant. The motion was seconded by Clerk Bresnahan and approved in a 2-0 vote.

The Assessing Administrator informed the Board that he has met all of his recertification requirements for the International Association of Assessing Officers' (IAAO) Designation of Certified Assessment Evaluator (CAE). He provided a memo to the Benefits and Payroll Manager authorizing payment of a Professional Designation Stipend as stipulated in his professional services contract. A motion to approve the stipend and authorize submission of the memo was made by Clerk Bresnahan. The motion was seconded by Chairman Cornellier and approved by a 2-0 vote.

The next Board of Assessors meeting is scheduled for March 28, 2019 at 2:00.

A motion to adjourn at 3:40pm was made by Clerk Bresnahan seconded by Chairman Cornellier and approved by a vote of 2-0.

Respectfully submitted,



Clerk

jag

BOARD OF ASSESSORS

February 27, 2019

Executive Session Minutes of Assessors Meeting

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At 2:45pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Bresnahan called for a vote to go into Executive Session to review 3 FY2019 Real Estate Abatement Applications with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Chairman Cornellier. Vote: C. Edward Cornellier: Aye; Paul Bresnahan, Aye. Motion passes by a vote of 2-0.

The Assessing Administrator recommended that the Board of Assessors vote to approve the following three FY2019 Real Estate Abatement requests:

Parcel	Location	Original Value	Revised Value	Abated Value	Abated Tax/CPA	Reason
12 - 9	16 Groton School Road	250,900	135,000	115,900	\$1,595.52	Data Correction
2 - 6	15 Groton Shirley Road	212,200	184,500	27,700	\$381.33	Data Correction
32-51	217 West Main Street	169,700	133,200	36,500	\$1,061.71	Wetlands Adj.

A motion was made by Chairman Cornellier to grant the abatements as recommended by the Assessing Administrator, the motion was seconded by Clerk Bresnahan, Vote: C. Edward Cornellier: Aye; Vote: Paul Bresnahan: Aye. Motion passes by a vote of 2-0.

At 3:00pm, Chairman Cornellier made the motion to close Executive Session and reconvene to Open Session. The motion was seconded by Clerk Bresnahan. Vote: C. Edward Cornellier: Aye; Vote: Paul Bresnahan, Aye. Motion passes by a vote of 2-0.

At 3:00pm the Board reconvened into Open Session.

Respectfully submitted,

Paul D Bresnahan

Clerk

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