

BOARD OF ASSESSORS

March 28, 2019

Minutes of Assessors Meeting

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APR 19 2019

TOWN OF AYER

The meeting was called to order at 2:00pm. Chairman Callahan, Clerk Cornellier, Member Bresnahan, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for March 28, 2019. A motion to approve the agenda as written was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a 3-0 vote.

The Board of Assessors read the minutes for February 27, 2019. A motion to approve the minutes as written was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a 3-0 vote.

The Assessing Administrator notified the Board of Assessors that the Office of Municipal & School Technology will start the process of converting Ayer's real estate database to Tyler Technologies' iasWorld Appraisal Solution on April 29, 2019.

The Board of Assessors reviewed the Assessing Department Report for the month of February. A motion to approve the report as written and authorize submission to the Town Manager was made by Clerk Cornellier, seconded by Member Bresnahan and approved in a 3-0 vote.

The Board of Assessors reviewed the February 2019 Motor Vehicle Excise Abatement Report. The Assessing Department Assistant processed 8 abatements totaling \$925.11. A motion to accept and sign the report was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a vote of 3-0.

Due to a conflict of interest, Clerk Cornellier recused himself and left the room prior to commencement of the discussion regarding a Clause 18 exemption application filed by William J. Cornellier Jr. of 18 Coolidge Road. Chairman Callahan and Member Bresnahan reviewed the application. A motion to reduce the FY19 taxes assessed on 18 Coolidge Road by 75 percent pro-rated to reflect the 57 days of ownership in FY19 was made by member Bresnahan, seconded by Chairman Callahan and approved by a vote of 2-0. Clerk Cornellier rejoined the meeting immediately after the vote.

At 2:48pm, pursuant to Purpose 7, G.L. c.59 s.60, Member Bresnahan called for a vote to go into Executive Session to review 5 FY19 Real Estate Abatement Applications. The Motion was seconded by Clerk Cornellier. Vote: Paul Bresnahan: Aye; C. Edward Cornellier: Aye; Denis Callahan: Aye. Motion passes by a vote of 3-0.

At 3:15 pm, the Board reconvened into Open Session.

Old Business:

The Board of Assessors reviewed a 3/7/2019 letter sent by the Assessing Administrator to Pastor Brennan of the Emmanuel Missionary Baptist Church of Ayer requesting a written response that summarizes the scope of religious activity occurring as of July 1st 2018 at 139-141 Littleton Road.

The Board of Assessors reviewed written notification from the State Appellate Tax Board confirming that the hearing with Cargill A.M. Holdco, LLC has been continued to June 26, 2019.

New Business:

The Board of Assessors reviewed a memo from the Town Accountant requesting the Assessing Department's verification of the 2018 Fixed Assets Listing. The Assessing Administrator explained to the Board that he provided the Town Accountant with a response memo identifying changes that should be made to the property list. Clerk Cornellier made a motion to approve the 2018 fixed asset listing. Member Bresnahan seconded the motion. The motion passes in a 3-0 vote.

The Board of Assessors reviewed a memo to the Benefits & Payroll Manager regarding Board authorization of the Assessing Administrator's annual longevity payment. Clerk Cornellier made a motion to approve the memo. The motion was seconded by Member Bresnahan and approved in a 3-0 vote.

The Assessing Administrator presented the Board with a response memo sent to the Town Accountant in which he provided a FY20 Community Preservation Act Surcharge (CPA) estimate of \$198,573. Clerk Cornellier made a motion to approve the estimate. Member Bresnahan seconded the motion. The estimate was approved in a 3-0 vote.

The Board of Assessors reviewed a memo written by the Assessing Administrator to the Town Accountant revising the Assessing Department's FY2020 Tax Levy Growth Estimate to \$425,000. A motion to approve the memo and authorize its submission to the Town Accountant was made by Clerk Cornellier, seconded by Member Bresnahan and approved in a 3-0 vote.

The next Board of Assessors meeting is scheduled for April 17, 2019 2:00pm.

A motion to adjourn at 3:50pm was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a vote of 3-0.

Respectfully submitted,



Clerk

jag

BOARD OF ASSESSORS**March 28, 2019****Executive Session Minutes of Assessors Meeting****RECEIVED****APR 19 2019****TOWN OF AYER**

At 2:48pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Cornellier called for a vote to go into Executive Session to review 5 FY19 Real Estate Abatement Applications with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Member Bresnahan. Vote: Denis Callahan: Aye; C. Edward Cornellier: Aye; Paul Bresnahan, Aye. Motion passes by a vote of 3-0.

The Assessing Administrator recommended that the Board of Assessors vote to deny the following FY19 Real Estate Abatement requests:

<u>Parcel</u>	<u>Location</u>	<u>Owner</u>	<u>Reason for Denial</u>
17-14	0 Nemco Way	Cargill A.M. Holdco LLC	No evidence of overvaluation
17-12	17 Nemco Way	Cargill A.M. Holdco LLC	No evidence of overvaluation
17-22	15 Nemco Way	Cargill A.M. Holdco LLC	No evidence of overvaluation
26-222	9 Washington St.	9 Washington LLC	Valid valuation estimate
35-17	2 Barnum Road	Wendy's Properties	No evidence of overvaluation

A motion was made by Clerk Cornellier to deny all 5 FY19 Real Estate Abatement requests as recommended by the Assessing Administrator. The motion was seconded by Member Bresnahan, Vote: C. Edward Cornellier: Aye; Vote: Denis Callahan: Aye; Vote Paul Bresnahan: Aye. Motion passes by a vote of 3-0.

At 3:10 Clerk Cornellier recused himself to return later in the meeting.

The Board of Assessors read the executive session minutes for February 27, 2019. A motion was made by Member Bresnahan to approve the minutes as written and authorize their public release. The motion was seconded by Chairman Callahan, Vote: Denis Callahan: Aye; Vote Paul Bresnahan: Aye. Motion passes by a vote of 2-0.

At 3:15pm, Member Bresnahan made the motion to close Executive Session and reconvene to Open Session, the motion was seconded by Chairman Callahan. Vote: Denis Callahan: Aye; Vote: C. Edward Cornellier: Aye; Vote: Paul Bresnahan, Aye. Motion passes by a vote of 2-0.

At 3:15pm the Board reconvened into Open Session.

Respectfully submitted,



Clerk

jag