

## **BOARD OF ASSESSORS**

**May 17, 2017**

### **Minutes of Assessors Meeting**

The meeting was called to order at 2:13pm. Chairman Callahan, Clerk Cornellier, Assessing Administrator Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for May 17, 2017. A motion to approve the agenda as amended was made by Clerk Cornellier, seconded by Chairman Callahan and approved by a vote of 2-0.

Member Paul Bresnahan joined the meeting in progress at 2:36pm.

The Board of Assessors read the minutes of April 19, 2017. A motion to approve the minutes as written was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a vote of 3-0.

The Board of Assessors read the executive minutes of April 19, 2017. A motion to approve the executive minutes as written was made by Member Bresnahan, seconded by Clerk Cornellier. Vote: Paul Bresnahan: Aye, C. Edward Cornellier: Aye. The motion was approved by a vote of 2-0.

The Board of Assessors was presented with a State Tax Form CL-9 Lien Release form for two Chapter 61 Forest Land parcels owned by Riley Jayne Farm LLC. The Assessing Administrator explained that the rollback tax issued for parcels 12-106 and 13-9 was paid in full and the recorded lien should be released. A motion to approve and sign the CL-9 Lien Release form was made by Member Bresnahan, seconded by Chairman Callahan and approved in a 3-0 vote. Notary Public Susan Copeland witnessed the Board's signatures and notarized the document.

The Board of Assessors was presented with rollback tax bills for two Chapter 61 Forest Land parcels owned by Cowfield Realty Trust II that are being converted to a residential use. The first bill is for parcel 3-2 at 0 Old Harbor Road with a total tax due of \$4,347.14. The second bill is for parcel 12-1 at 0 Jackson Street Extension with a total tax due of \$4,091.74. A motion to approve the rollback tax bills was made by Member Bresnahan, seconded by Chairman Callahan and approved in a 3-0 vote.

The Board of Assessors reviewed the April 2017 Motor Vehicle Excise Abatement Report. There were 31 abatements posted totaling \$3,082.77. A motion to accept and sign the report was made by Clerk Cornellier, seconded by Member Bresnahan, and approved by a vote of 3-0.

The Assessing Department Report for the month of April was reviewed by the Board of Assessors. A motion to approve the report was made by Member Bresnahan, seconded by Chairman Callahan and approved by a vote of 3-0.

#### **Old Business:**

Assessing Administrator Hogan presented the Board with a copy of a letter that he sent to the owner of the property located at 21 Fitchburg Road, (Map 11 Lot 50) explaining the reasons for the Board's denial of an abatement application.

The Assessing Administrator presented the Board with a letter that he sent to the Managing Partner of Kearsarge Energy, LLC detailing the Assessing Department's approach to solar array valuation.

The Assessing Administrator informed the Board that Attorney Mark Witkin would be forwarding additional information relating to the appeal filed on the property located at 400 Groton Road.

**New Business:**

The Assessing Administrator informed the Board that the new FY2017 parcel maps were delivered to the Assessor's Office and are now available for download on the Town's website.

Assessing Administrator Hogan informed the Board that he sent the FY2018 map changes to MRPC for processing.

The Board of Assessors discussed FY2018 Preliminary Real & Personal Property Tax bills. A motion was made by Clerk Cornellier to increase the FY2018 preliminary commitments by 2.5 percent, seconded by Member Bresnahan and approved in a 3-0 vote.

The Assessing Administrator informed the Board that Real Estate Research Consultants (RRC) would resume cyclical property inspections in June.

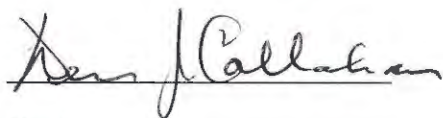
Assessing Administrator Tom Hogan informed the Board that he would be out of the office May 30, 31 and June 1<sup>st</sup> and June 2<sup>nd</sup>.

The Board of Assessors discussed a reorganization of the Board. Chairman Callahan made a motion to appoint Member Bresnahan as the Board Chairman effective immediately. Member Bresnahan amended the motion to include the immediate reappointment of Clerk Cornellier as Board Clerk. A motion to approve the reorganization was made by Clerk Cornellier, seconded by Chairman Callahan and approved in a 3-0 vote.

The next Board of Assessors meeting is scheduled for June 15, 2017 at 2:00pm.

A motion to adjourn at 3:46pm was made by Chairman Bresnahan, seconded by Clerk Cornellier and approved by a vote of 3-0.

Respectfully submitted,



Clerk

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Dennis J. Callahan