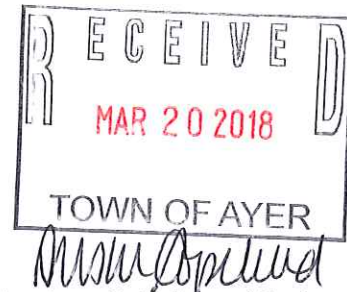


BOARD OF ASSESSORS

February 21, 2018

Minutes of Assessors Meeting



The meeting was called to order at 2:08pm. Clerk Cornellier, Member Callahan, Chairman Bresnahan, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for February 21, 2018. A motion to approve the agenda as written was made by Member Callahan, seconded by Clerk Cornellier and approved by a vote of 3 -0.

The Board of Assessors read the minutes for January 31, 2018. A motion to approve the minutes as written was made by Member Callahan, seconded by Clerk Cornellier and approved by a vote of 3 -0.

At 2:20pm Town Administrator Robert Pontbriand and Assistant to the Town Administrator Carly Antonellis joined the meeting to discuss the digitization of Assessing Department records and the proposed relocation of the Assessing Department Assistant's office.

The Assessing Administrator updated the Board that Brian Pelletier of Real Estate Research Consultants (RRC) will be in Ayer on February 22nd to install and provide training on RRC's Cloud-based Personal Property System.

The Assessing Administrator updated the Board on the status of the conversion process to Tyler Technology's IasWorld Appraisal System. Mr. Hogan explained that the Division of Local Services (DLS) is requiring Community Software Consortium (CSC) communities to submit a formal request to Bureau of Local Assessment Chief Joanne Graziano requesting permission to complete a post-conversion Desktop Review of assessing data instead of completing a full field review. The Assessing Administrator requested Board authorization to request DLS approval for the Desktop Review. A motion was made by Member Callahan to approve the request. Clerk Cornellier seconded the motion. The motion was approved in a 3-0 vote.

The Board reviewed a rollback tax certification letter relating to parcel 13-10 owned by Cowfield Realty Trust II. Assessing Administer Hogan requested approval to authorize commitment of a rollback tax totaling \$601.48. A motion was made by Member Callahan to approve the request. Clerk Cornellier seconded the motion. The motion was approved in a 3-0 vote.

At 3:15pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Cornellier called for a vote to go into Executive Session to review five FY18 real estate abatement applications and one FY18 personal property abatement application with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Member Callahan. Vote: Denis Callahan: Aye; C. Edward Cornellier: Aye; Paul Bresnahan, Aye. Motion passes by a vote of 3-0.

At 3:48 pm, the Board reconvened into Open Session.

Old Business:

There were no items of old business.

New Business:

There were no items of old business.



A handwritten signature in black ink, appearing to read "Justin Papalana".

The next Board of Assessors meeting is scheduled for March 14, 2018 at 2:00pm.

A motion to adjourn at 3:58pm was made by Clerk Cornellier, seconded by Member Callahan and approved by a vote of 3-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Edward Cornellier".

Clerk

jag