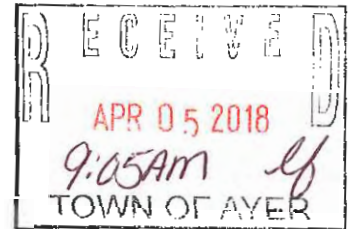


## BOARD OF ASSESSORS

March 14, 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 March 14, 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 February 21, 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.

The Board of Assessors reviewed the FY2019 National Grid Utility Growth & Valuation Letters.

The Board of Assessors reviewed a memo written by the Assessing Administrator to the Town Accountant revising the Assessing Department's FY2019 Tax Levy Growth Estimate to \$350,000. A motion to approve the memo and authorize its submission to the Town Accountant was made by Clerk Cornellier, seconded by Member Callahan and approved in a 3-0 vote.

The Board of Assessors was updated on the status of the relocation of the Assessing Department Assistant's office.

The Assessing Administrator and Board of Assessors discussed the Bureau of Local Assessment's field review requirements as they relate to Ayer's planned conversion to Tyler Technologies' iasWorld Appraisal Solution.

The Board of Assessors reviewed a form CL-9 Lien Release prepared for parcel 13-10 owned by Cowfield Realty Trust II. The Assessing Administrator informed the Board that the rollback tax assessed on the parcel had been paid in full. Clerk Cornellier made a motion to approve and sign the CL-9 Lien Release, seconded by Member Callahan, and approved by a vote of 3-0.

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

The Board of Assessors reviewed the February 2018 Motor Vehicle Excise Abatement Report. There were 9 abatements posted totaling \$479.84. A motion to accept and sign the report was made by Clerk Cornellier, seconded by Member Callahan, and approved by a vote of 3-0.

The Board of Assessors was presented with two Motor Vehicle Excise Commitments and Warrants for their consideration, Commitment 1 of 2018 for \$924,531.25 and Commitment 7 of 2017 for \$5,487.50. A motion to approve and sign both the warrants and commitments was made by Member Callahan, seconded by Clerk Cornellier and approved in a 3-0 vote.

At 3:12pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Cornellier called for a vote to go into Executive Session to review three FY2018 Real Estate Abatement Applications, 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 3:27 pm, the Board reconvened into Open Session.

Old Business:

There were no items of old business.

New Business:

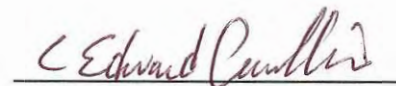
The Board of Assessors reviewed two Form of List deadline extension requests. The requests were submitted by Roche Diagnostics Corporation and Shanklin Corporation. A motion to grant each taxpayer an extension until April 1, 2018 was made by Clerk Cornellier, seconded by Member Callahan and approved by a vote of 3-0.

The Board of Assessors reviewed a Top 10 Taxpayer for FY2018 spreadsheet prepared by the Assessing Administrator for Ayer's Preliminary Official Statement (POS).

The next Board of Assessors meeting is scheduled for April 4, 2018 at 2:00pm.

A motion to adjourn at 3:45pm was made by Clerk Cornellier, seconded by Member Callahan and approved by a vote of 3-0.

Respectfully submitted,

A handwritten signature in dark ink, reading "C. Edward Cornellier", is written over a horizontal line.

Clerk

jag