

Department: Board of Assessors **Day:** Wed. **Date:** 4/4/18 **Time:** 2:00 PM

Place: Assessing Administrator's Office – Ayer Town Hall, 1 Main Street

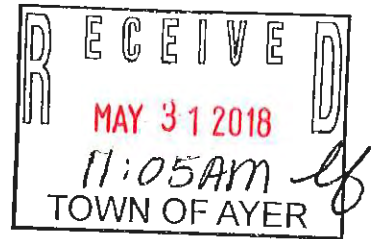
Business of Meeting: **AGENDA**

1. Call to Order
2. Approve Agenda
3. Approval of 3/14/18 Minutes
4. 2017 Fixed Asset Listing
5. FY2018 Community Preservation Act Surcharge Exemptions
6. 2017 Assessing Department Annual Town Report
7. IasWorld Appraisal System Conversion Update
8. Executive Session Pursuant to G.L. c. 30A, sec. 21(a)
 - Exemption # 7 FY' 18 Applications for Abatement pursuant to G.L. c. 59, sec. 60
9. Approval of March 2018 Assessing Department Report
10. Approval of March 2018 Motor Vehicle Excise Abatement Report
11. Old Business
12. New Business
13. Adjournment

BOARD OF ASSESSORS

April 4, 2018

Minutes of Assessors Meeting



The meeting was called to order at 2:05pm. Clerk Cornellier, Chairman Bresnahan, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for April 4, 2018. A motion to approve the agenda as written was made by Clerk Cornellier, seconded by Chairman Bresnahan and approved by a vote of 2 -0.

The Board of Assessors read the minutes for March 14, 2018. A motion to approve the minutes as written was made by Clerk Cornellier, seconded by Chairman Bresnahan and approved by a vote of 2 -0.

The Board of Assessors reviewed a memo from the Town Accountant requesting the Assessing Department's verification of the 2017 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 listing.

The Assessing Administrator recommended that the Board approve the following Community Preservation Act Surcharge exemptions:

<u>Parcel</u>	<u>Applicant</u>	<u>Location</u>	<u>CPA Exemption</u>
28-101	Mary Medeiros	8 McDowell Street	\$55.84
16-16-33	Zorina Rahman	18 Westford Road #33	\$19.61
36-76	John Ignatowich	31 Partridge Run	\$64.03

A motion to grant the three CPA exemptions as recommended by the Assessing Administrator was made by Clerk Cornellier, seconded by Chairman Bresnahan and approved by a vote of 2-0.

The Board was presented with 2017 Assessing Department Annual Town Report for their review and approval. A motion to approve the report was made by Clerk Cornellier, seconded by Chairman Bresnahan and approved by a vote of 2-0.

The Assessing Administrator and Board of Assessors discussed both the Board's request to the Bureau of Local Assessment regarding a Desktop Review for CAMA Conversion as well as the current status of Ayer's cyclical inspection program.

At 2:56pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Cornellier called for a vote to go into Executive Session to review six FY2018 Real Estate Abatement Applications, with Open Session to reconvene at the conclusion of the Executive Session. The motion was seconded by Chairman Bresnahan. Vote: C. Edward Cornellier: Aye; Paul Bresnahan, Aye. Motion passes by a vote of 2-0.

At 3:24 pm, the Board reconvened into Open Session.

The Board of Assessors reviewed the departmental report for the month of March. A motion to approve the report was made by Clerk Cornellier, seconded by Chairman Bresnahan and approved by a vote of 2-0.

The Board of Assessors reviewed the March 2018 Motor Vehicle Excise Abatement Report. There were 69 abatements posted totaling \$7,504.14. A motion to accept and sign the report was made by Clerk Cornellier, seconded by Chairman Bresnahan, and approved by a vote of 2-0.

Old Business:

There were no issues of old business.

New Business:


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

The Assessing Administrator provided the Board of Assessors with notification from the Massachusetts Association of Assessing Officers (MAAO) that he had met all continuing education requirements relative to his professional designations.

The next Board of Assessors meeting is scheduled for May 16, 2018 at 2:00pm.

A motion to adjourn at 3:50pm was made by Clerk Cornellier, seconded by Chairman Bresnahan and approved by a vote of 2-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Edward Cornellier", is written over a horizontal line.

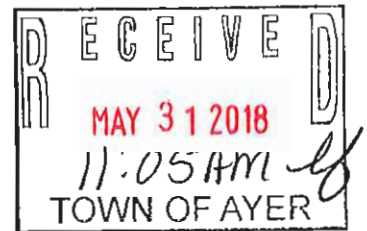
Clerk

jag

BOARD OF ASSESSORS

April 4, 2018

Executive Session Minutes of Assessors Meeting



At 2:56pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Cornellier called for a vote to go into Executive Session to review six FY2018 Real Estate Abatement Applications with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Chairman Bresnahan. Vote: C. Edward Cornellier: Aye; Paul Bresnahan, Aye. Motion passes by a vote of 2-0.

The Board of Assessors read the executive session minutes for March 14, 2018. A motion was made by Clerk Cornellier to approve the minutes as written and authorize their public release. The motion was seconded by Chairman Bresnahan. Vote: C. Edward Cornellier: Aye; Vote: Paul Bresnahan: Aye. Motion passes by a vote of 2-0.

The Assessing Administrator recommended to the Board that they vote to deny the following 4 Real Estate Abatement requests:

<u>Parcel</u>	<u>Location</u>	<u>Owner</u>	<u>Reason for Denial</u>
17-12	17 Nemco Way	Cargill A M Holdco	Use of non-comparable sales data
17-14	0 Nemco Way	Cargill A M Holdco	Use of non-comparable sales data
17-22	15 Nemco Way	Cargill A M Holdco	Use of non-comparable sales data
26-152	32 Pleasant St.	New England Telephone	Limited evidence of overvaluation

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

The Assessing Administrator recommended that the Board vote to approve the following 2 Real Estate Abatement requests:


<u>Parcel</u>	<u>Location</u>	<u>Original Value</u>	<u>Revised Value</u>	<u>Abated Value</u>	<u>Abated Tax/CPA</u>	<u>Reason</u>
26-223	25 Main Street	734,400	695,800	38,600	\$788.50	Vacancy adjustment
19-143	52 Washington St.	353,800	336,100	17,700	\$249.42	Corrected data

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

At 3:24pm, Clerk Cornellier made the motion to close Executive Session and reconvene to Open Session, the motion was seconded by Chairman Bresnahan. Vote: C. Edward Cornellier: Aye; Vote: Paul Bresnahan, Aye. Motion passes by a vote of 2-0.

At 3:24pm the Board reconvened into Open Session.

Respectfully submitted,



Clerk

jag