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JUN 17 2019

TOWN OF AYER

*Manu Gopeland*

BOARD OF ASSESSORS

May 22, 2019

Minutes of Assessors Meeting

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

The Board of Assessors read the agenda for May 22, 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 April 17, 2019. A motion to approve the minutes as written was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a 2-0 vote.

The Board of Assessors read the executive session minutes for April 17, 2019. A motion to approve the minutes as written was made by Member Bresnahan, seconded by Clerk Cornellier and approved by a 2-0 vote.

The Board of Assessors welcomed newly elected member John Kilcommins to the Board.

The Assessors discussed the reorganization of the Board. Member Bresnahan made a motion to appoint Clerk Cornellier Chairman and Member Kilcommins Clerk. The motion was seconded by Member Kilcommins and approved by a 3-0 vote.

The Assessing Administrator reported to the Board that Tyler Technologies along with the Office of Municipal & School Technology have started the process of converting Ayer's real estate database into Tyler's iasWorld Appraisal Solution. The Assessing Administrator reported to the Board that he has completed 5 full days of training on the new system.

The Assessing Administrator presented the Board with cost estimates from the Montachusett Regional Planning Commission (MRPC) relating to updating Ayer's FY2020 digital parcel maps as well as the MrMapper GIS web application. Member Bresnahan made a motion to approve the estimates and authorize payment. The motion was seconded by Clerk Kilcommins and approved by a 3-0 vote.

The Assessing Administrator and Board of Assessors discussed new Bureau of Local Assessment (BLA) requirements regarding utility valuation.

The Assessing Administrator and Board of Assessors discussed the current status of the FY2019 departmental budget.

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

The Board of Assessors reviewed the April 2019 Motor Vehicle Excise Abatement Report. The Assessing Department Assistant processed 52 abatements totaling \$5,701.37. A motion to accept and sign the report was made by Clerk Kilcommins, seconded by Member Bresnahan and approved by a vote of 3-0.

**Old Business:**

The Assessing Administrator updated the Board on the status of the town's State Appellate Tax Board docket.

**New Business:**

The Board of Assessors discussed FY2020 Preliminary Real & Personal Property tax bills. A motion was made by Member Bresnahan to increase the FY2020 preliminary Real Estate and Personal Property Commitments by 2.5 percent. The motion was seconded by Clerk Kilcommins and approved in a 3-0 vote.

The next Board of Assessors will be scheduled for June 12, 2019 at 2:00.

A motion to adjourn at 3:36pm was made by Member Bresnahan, seconded by Clerk Kilcommins and approved by a vote of 3-0.

Respectfully submitted,

 06/12/19  
Clerk

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