

**BOARD OF ASSESSORS**  
**June 30, 2021**  
**Minutes of Assessors Meeting**

**RECEIVED**  
JUL 29 2021  
8:53AM  
TOWN OF AYER  
TOWN CLERK

The meeting was called to order at 2:01pm. Chairman Kilcommins, Member Cornellier, Member Laggis, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for June 30, 2021. A motion to approve the agenda as written was made by Member Cornellier, seconded by Chairman Kilcommins, and approved by a 3-0 vote.

The Board of Assessors read the minutes for May 5, 2021. A motion to approve the minutes as written was made by Member Cornellier, seconded by Chairman Kilcommins and approved by a 2-0 vote.

The Board of Assessors read the executive session minutes for May 5, 2021. A motion to approve the minutes as written was made by Member Cornellier, seconded by Chairman Kilcommins and approved by a 2-0 vote.

The Assessing Administrator and Board of Assessors discussed various issues relating to Ayer's FY2022 revaluation program.

Assessing Administrator updated the Board on the status of the FY2022 Real and Personal Property Preliminary tax bills.

The Board of Assessors was presented with the Warrant and Commitment for Motor Vehicle and Trailer Excise Commitment 2 of 2021. This commitment included 944 bills totaling \$247,817.36. A motion to approve and sign the warrant and commitment was made by Member Cornellier, seconded by Member Laggis, and approved in a 3-0 vote.

The Board of Assessors reviewed the FY2022 Centrally Valued Telephone & Telegraph Valuations issued by the Division of Local Services. A motion to accept the valuations was made by Member Laggis, seconded by Member Cornellier and approved by a 3-0 vote.

The Board of Assessors reviewed the FY2022 DLS Gateway submissions of the Omitted and Revised Assessment report and the LA-13 Amended Tax Base Levy Growth report. A motion to approve the report was made by Member Laggis seconded by Member Cornellier and approved by a 3-0 vote.

The Board of Assessors reviewed the Assessing Department Report for the month of May. A motion to approve the report as written and authorize submission to the Town Manager's Office was made by Member Cornellier, seconded by Member Laggis and approved by a 3-0 vote.

The Board of Assessors reviewed the May 2021 Motor Vehicle & Trailer Excise Abatement Report. The Assessing Department Assistant processed 24 abatements totaling \$3,456.03. A motion to approve and sign the report was made by Member Laggis, seconded by Member Cornellier and approved by a vote of 3-0.

The Board of Assessors reviewed the June 2021 Motor Vehicle & Trailer Excise Abatement Report. The Assessing Department Assistant processed 14 abatements totaling \$4,388.09. A motion to approve and sign the report was made by Member Laggis, seconded by Member Cornellier and approved by a vote of 3-0.

**Old Business:**

Chairman Kilcommins and Assessing Administrator Hogan reported back to the Board on their May 12<sup>th</sup> meeting with National Grid's Tax Manager.


**New Business:**

The Board of Assessors discussed a reorganization of the Board of Assessors. Member Cornellier made a motion to nominate Mr. Kilcommins board chairman. Chairman Kilcommins amended the motion to also nominate Mr. Cornellier as board clerk. John Kilcommins made a motion to approve the nominations, seconded by Member Laggis and approved in a 3-0 vote.

The next scheduled Board of Assessors Meeting is to be on July 28 at 2:00pm.

A motion to adjourn at 3:28pm was made by Chairman Kilcommins, seconded by Member Laggis and approved by a vote of 3-0.

Respectfully submitted,



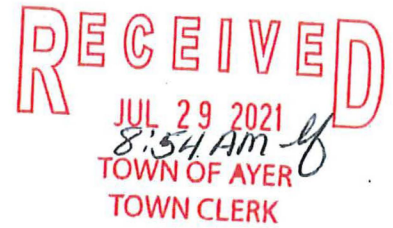
Clerk

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**BOARD OF ASSESSORS**

**January 27, 2021**

**Minutes of Assessors Meeting**



The meeting was called to order at 3:00pm. Chairman Kilcommins, Member Cornellier, Member Bresnahan, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for January 27, 2021. A motion to approve the agenda as written was made by Member Cornellier, seconded by Chairman Kilcommins, and approved by a 3-0 vote.

The Board of Assessors read the minutes for December 30, 2020. A motion to approve the minutes as written was made by Member Bresnahan, seconded by Chairman Kilcommins and approved by a 3-0 vote.

The Assessing Administrator and Board of Assessors discussed the status of FY2021 Real and Personal Property Tax Bills. The Assessing Administrator reported that tax bills were mailed on December 31<sup>st</sup> with the 3<sup>rd</sup> quarter bill due on February 1<sup>st</sup> and the 4<sup>th</sup> quarter bill due on May 3<sup>rd</sup>.

The Board of Assessors was presented with four Warrants and Commitments for their approval. The FY2021 Real Estate Tax Warrant and Commitment for \$21,403,706.68, the FY2021 Community Preservation Act Surcharge Warrant and Commitment for \$642,111.63, the FY2021 Personal Property Tax Warrant and Commitment for \$4,202,170.42, and the FY2021 Water and Sewer Lien Warrant and Commitment for \$108,602.08. A motion to approve and sign the warrants and commitments was made by Chairman Kilcommins, seconded by Member Bresnahan and approved in a 3-0 vote.

The Board of Assessors reviewed the 2020 Equalized Valuations provided by the Bureau of Local Assessment. A motion to accept Ayer's 2020 Equalized Valuations was made by Member Cornellier, seconded by Member Bresnahan and approved in a 3-0 vote.

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

The Board of Assessors reviewed the December 2020 Motor Vehicle & Trailer Excise Abatement Report. The Assessing Department Assistant processed 19 abatements totaling \$1,630.07. A motion to approve and sign the report was made by Chairman Kilcommins, seconded by Member Bresnahan and approved by a vote of 3-0.

**New Business:**

There were no items of new business.

**Old Business:**

Assessing Administrator Thomas Hogan informed the Board of Assessors that he will be available to participate in tonight's Public Forum on the FY2022 Budget.

At 3:23pm, pursuant to Purpose 7, G.L. c.59 s.60, Chairman Kilcommins called for a vote to go into Executive Session to review three FY21 Real Estate abatement applications, one FY21 Personal Property abatement application and one CPA Surcharge exemption application, with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Member Cornellier. Vote: John Kilcommins: Aye; C. Edward Cornellier: Aye; Paul Bresnahan: Aye. Motion passes by a vote of 3-0.

At 3:53 pm, the Board reconvened into Open Session.

The next scheduled Board of Assessors Meeting is to be determined.

A motion to adjourn at 3:54pm was made by Member Cornellier, seconded by Chairman Kilcommins, and approved by a vote of 3-0.

Respectfully submitted,

C Edward Cornellier

Clerk

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**BOARD OF ASSESSORS**

**February 24, 2021**

**Minutes of Assessors Meeting**



The meeting was called to order at 2:01pm. Chairman Kilcommins, Member Cornellier, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for February 24, 2021. A motion to approve the agenda as written was made by Member Cornellier, seconded by Chairman Kilcommins, and approved by a 2-0 vote.

The Board of Assessors read the minutes for January 27, 2021. A motion to approve the minutes as written was made by Chairman Kilcommins, seconded by Member Cornellier and approved by a 2-0 vote.

The Board of Assessors read the Executive minutes for January 27, 2021. A motion to approve the minutes as written was made by Member Cornellier, seconded by Chairman Kilcommins and approved by a 2-0 vote.

The Assessing Administrator and Board of Assessors discussed various issues relating to Ayer's FY2022 revaluation program.

The Board of Assessors was presented with two Warrants and Commitments for their approval. Motor Vehicle and Trailer Excise Commitment 7, 2020 totaling \$11,767.05 and Motor Vehicle and Trailer Excise Commitment 1, 2021 totaling \$948,975.74. A motion to approve and sign the warrants and commitments was made by Chairman Kilcommins, seconded by Member Cornellier and approved in a 2-0 vote.

The Board of Assessors reviewed the Assessing Department Report for the month of January. A motion to approve the report as written and authorize submission to the Town Manager's Office was made by Chairman Kilcommins, seconded by member Cornellier, and approved by a 2-0 vote.

The Board of Assessors reviewed the January 2021 Motor Vehicle & Trailer Excise Abatement Report. The Assessing Department Assistant processed 16 abatements totaling \$842.74. A motion to approve and sign the report was made by Chairman Kilcommins, seconded by Member Cornellier and approved by a vote of 2-0.

**New Business:**

The Assessing Administrator presented the Board of Assessors with a response memo to the Town Accountant providing a FY2022 Community Preservation Act Surcharge estimate of \$667,796. A motion to approve the CPA estimate was made Chairman Kilcommins, seconded by Member Cornellier and approved in a 2-0 vote.

The Assessing Administrator presented the Board with a memo from the Town Accountant requesting overlay surplus status, a FY22 new growth estimate and the department's FY22 overlay requirement.

**Old Business:**

There were no items of old business discussed by the Board.

At 2:29pm, pursuant to Purpose 7, G.L. c.59 s.60, Chairman Kilcommins called for a vote to go into Executive Session to review four FY21 Real Estate abatement applications, one FY21 Personal Property abatement application and one CPA Surcharge exemption application, with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Member Cornellier. Vote: John Kilcommins: Aye; C. Edward Cornellier: Aye. Motion passes by a vote of 2-0.

At 2:55 pm, the Board reconvened into Open Session.

The next scheduled Board of Assessors Meeting is to be determined.

A motion to adjourn at 2:58pm was made by Member Cornellier, seconded by Chairman Kilcommins, and approved by a vote of 2-0.

Respectfully submitted,



Clerk

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