

# **BOARD OF ASSESSORS**

## **MONTHLY REPORT**

### **December 2019**

- ✚ November 2020 property sales and resulting ownership changes were incorporated into the Assessing Department database.
- ✚ November 2020 building permits were incorporated into the Assessing Department database.
- ✚ The Division of Local Services notified the Board of Assessors that Ayer's FY2020 OL-1 Overlay Report was approved.
- ✚ The Assessing Department provided information to the Board of Selectmen at the annual Public Hearing on Tax Classification.
- ✚ Ayer's FY2020 Tax Rates of \$14.10 for residential and \$29.57 for CIP were certified by the Department of Revenue.
- ✚ The Board of Assessors completed and submitted their FY2020 Departmental Budget Request to the Town Administrator's Office.
- ✚ Assessing Department staff worked with both the Town Accountant and Tax Collector to create the town's FY2020 Real & Personal Property Tax Commitment files and approve vendor proofs of FY2020 Real & Personal Property tax bills.
- ✚ FY2020 Real and Personal Property tax bills were mailed on 12/31/19. The 3<sup>rd</sup> quarter bills are due on 2/3/2020 and the 4<sup>th</sup> quarter bills are due on 5/1/2020.
- ✚ The Assessing Department continued the internal audit of the results of the data conversion to Technologies' iasWorld Appraisal Solution.
- ✚ Assessing Department staff prepared 5 lists of abutters.