

Date: November 24, 2014
Date Minutes Approved: December 8, 2014

TOWN CLERK

BOARD OF SELECTMEN MINUTES

14 DEC 10 PM 3:13

Present: Shawn Dahlen, Chair; David J. Madigan, Vice Chair; and Theodore J. Flynn, Clerk

Absent: None

Staff: René J. Read, Town Manager; John Madden, Finance Director; and Nancy R. O'Connor, Executive Assistant

CONVENED IN OPEN SESSION –

I. CALL TO ORDER

The meeting was called to order at 7:00PM in the Mural Room.

II. OPEN FORUM Nothing brought forward.

III. NEW BUSINESS

Mr. Dahlen welcomed and recognized Duxbury's Cub Scout Pack 1776 who were there to experience and listen to a Board of Selectmen's meeting as part of the work required to obtain a citizenship pin.

7:01 PM TAX CLASSIFICATION HEARING – Steve Dunn, Assessor

Mr. Flynn moved that the Board of Selectmen open a public hearing regarding the allocation of the FY 2015 tax levy among the various classes of property in the Town. Mr. Madigan second.
Vote: 3:0:0

Mr. Read yielded to the presentation by Assessor Steve Dunn. Mr. Dunn referred to the Tax Classification documentation and the following:

1. A Fact Sheet regarding the FY 2015 assessments, property taxes and tax classification options.
2. A chart that shows the various tax classification options as the tax burden is shifted from the residential class to the Commercial, Industrial and Personal property classes (CIP) in increments of 1% to the maximum shift of 150%.
3. A *FY 2015 Tax Levy Limitation Sheet* that shows the calculations that lead up to the designation of the maximum allowable tax levy.

Mr. Dunn stated that as of this meeting the Town's values are being finalized by the DOR (Dept. of Revenue). Once certified he will submit an LA-5 for signatures and ask that you recertify your vote of this meeting. The form (LA-5) indicates your decision regarding the classification of the tax rate. The Board of Selectmen has traditionally voted to maintain a "Residential Factor of 1." This has the effect of maintaining a single tax rate for all classes of property in Town. The Excess Levy Capacity is \$109,044.06.

Mr. Dunn then referred to the fact sheet (see documentation in BOS files for more detailed information).

Mr. Dahlen then reviewed the FY15 tax levy limitation sheet comparing FY14 to FY15. Mr. Madigan asked what the debt exclusion was from last year and that this year's went down a little. Mr. Madden stated that they would like to keep as consistent as possible to avoid a sticker shock.

Mr. Dahlen then asked Mr. Dunn to give an overview to the audience so they can understand the differences between the tax rate and assessed value and how the tax rate is derived.

Mr. Dunn explained that it depends on the property value. If property value is going up and rate going down, your taxes may still go up. The town residents vote on articles at Town Meeting in March, and the assessors work on property values/home assessments through the year by DOR standards. That is how the tax rate is calculated.

Mr. Madigan asked how often physical values are re-assessed. Mr. Dunn stated that it used to be every three years, but they review yearly every neighborhood and every condo complex. Mr. Dunn stated that on average most will go up by 3.53%, but if your assessed value stays the same, that may reduce your tax bill because the tax rate went down.

Mr. Dahlen asked if there were any more questions. Mr. Frank Mangione asked how many homes does the assessor physically go to. Mr. Dunn stated that he himself went to about 200 for sale properties. Would like more people to call them back to get accurate condition of the inside of the house.

Mr. Flynn moved that the Board of Selectmen vote to adopt a single tax rate for FY2015 by setting a residential factor of one. Mr. Madigan Second. Vote: 3:0:0

Mr. Flynn then moved that the Board of Selectmen close the public hearing regarding the allocation of the FY2015 tax levy among the various classes of property in the Town. Mr. Madigan Second. Vote: 3:0:0

**Mr. Flynn then addressed the Cub Scouts. He explained that we are asking their parents to pay money to the Town based on the value of the house you live in. He further explained that the money is used to provide services like the police department, fire department, and highway department to maintain the road. The way the Town pays for this is to ask parents for money to pay for these services, which also includes the teachers/schools. One Cub Scout had a question – how much are people paying for taxes these days. Mr. Dunn stated the average tax bill is \$9,503.52 a year.

Discussion pertaining to proposed Duxbury Friends of Plymouth 400th Committee (DFP-400); Review draft charge and proposed list of members

Mr. Dahlen mentioned this next item on agenda regarding the proposed Duxbury Friends of the Plymouth 400th Committee.

Mr. Read pointed out the proposed charge of the DFP-400 Committee in order to augment the Plymouth 400 celebration. We drafted a charge addressing a web presence, services to our residents, coordinating efforts with the Plymouth committee as well as fire and police. We also created a list of potential members from different committees.

Mr. Flynn made a motion to create the DFP-400 Committee and the make-up of the committee will be 15 members including one representative from each of the following committees (Duxbury Historical Commission, Local Historic District Commission, Board of Library Trustees, Board of Cemetery Trustees, Duxbury Rural & Historical Society, Alden Kindred of

America, DBA, Duxbury Interfaith Council, Board of Selectmen, Historic Online Archives Committee), plus five citizens-at-large. The term is 7 years through November 2019-2020 plus one year wrap up. Mr. Madigan Second. Vote: 3:0:0

Mr. Flynn moved to accept the DFP-400 Charge as drafted. Mr. Madigan Second. Vote: 3:0:0

IV. TOWN MANAGER'S REPORT

Mr. Read stated that the Town of Duxbury currently shares their veterans' agent, Mike Thorp, with the Town of Hanover. There is a statutory provision that requires a veterans' agent to serve in contiguous communities. As the result, a letter to the Secretary of Veterans Services was created with the Town of Hanover to continue this tradition.

Mr. Read stated that he and Mr. John Madden, Finance Director, have been working on the budget, which should be wrapped by December 12.

V. COMMITTEE APPOINTMENT/RE-APPOINTMENTS/RESIGNATION

None were presented.

VI. ONE-DAY LIQUOR LICENSE REQUESTS

Mr. Flynn moved that the Board of Selectmen grant to Mr. Christopher Barry, as representative of the Friends of the Duxbury Council on Aging, a One-Day Wine and Malt License for a Black Tie Bingo night to be held at the Duxbury Senior Center on 10 Mayflower Street, from 6-11pm on Saturday, January 24, 2015, contingent upon the conditions on the license. Second by Mr. Madigan. Vote: 3:0:0

VII. EVENT PERMITS None were presented.

VIII. MINUTES

Executive Session Minutes: 11-13-14 Executive Session Minutes –DRAFT
Open Session Minutes: 11-13-14 Selectmen Minutes –DRAFT & 11-17-13 DRAFT

Mr. Flynn moved that the Board of Selectmen approve the 11-13-14 Executive Session Minutes, as drafted. Second by Mr. Madigan. Vote: 3:0:0

Mr. Flynn then moved that the Board of Selectmen release the 11-13-14 Executive Session Minutes, as approved. Second by Mr. Madigan. Vote: 3:0:0

Mr. Flynn moved that the Board of Selectmen approve the 11-17-14 Selectmen's Minutes Open Session, as drafted. Second by Mr. Madigan. Vote: 3:0:0

IX. ANNOUNCEMENTS

- 1. Holly Days and Annual Tree Lighting: Sunday, November 30, 2014**
- 2. Deadline for Articles:**

Reminder: The Board of Selectmen invites citizens to submit articles for the 2015 Annual Town Meeting. The deadline for the submission, with a brief explanation of the purpose/intent of the article, is due to Town Manager's Office by the close of business on Tuesday, December 2, 2014.

3. **Thanksgiving**: The Town Hall will be closed.

4. **Next Scheduled Selectmen's Meeting: Monday, December 1, 2014**

X BONUS SHELLFISH SEASON (for December, 2014)

Mr. Flynn moved that the Board of Selectmen declare a temporary Bonus Shellfish Season for the commercial harvesting of quahogs for the month of December, 2014 in accordance with posted Attachments A&B. Second by Mr. Madigan. Vote: 3:0:0

XI ADJOURNMENT

At approximately 7:35pm Mr. Dahlen moved that the Board adjourn. Second by Mr. Madigan. Vote: 3:0:0

Minutes respectfully submitted by Nancy O'Connor

LIST OF DOCUMENTS (documents are kept in the Board of Selectmen files)

- 1) *Agenda*
- 2) *Tax Classification documentation*
- 3) *DFP-400 Charge*
- 4) *One-Day liquor license – Friends of COA Black Tie Bingo*
- 5) *Draft Minutes, Board of Selectmen Executive and Open Session November 13, 2014 (Draft Executive Session minutes kept in Executive Session file due to confidentiality)**note – these Exec Session minutes were approved and subsequently released so they are kept in regular files.*
- 6) *Draft Minutes, Board of Selectmen Open Session November 17, 2014*
- 7) *Announcements*
- 8) *Bonus Shellfish documentation*