

Fairhaven Board of Assessors

October 30, 2015

Meeting Minutes

PRESENT

Ronald Manzone, Chairman of the Board; Pamela Davis, Board of Assessor, Ellis Withington, Board of Assessor, and Delfino Garcia, Assistant Assessor and Secretary.

MEETING CALLED TO ORDER

Ronald Manzone, Chair, called the meeting to order in the Assessor's Department at 3:30 PM announcing minutes were being taken by Delfino Garcia, Asst. Assessor.

MINUTES

Minutes of September 25th, 2015 were signed, motion made by Chair, all in favor by Board (3-0) vote unanimously.

OPEN MEETING

At 3:45 pm - the Board will meet with Atty. Mark Witkin in executive session.

EXECUTIVE SESSION

Ronald Manzone, Chair, made motion to enter into Executive Session to discuss matters with Atty. Mark Wilkin. Ms. Davis seconded the motion all in favor 3-0 vote unanimously. Motion made at 3:59 pm.

OUT OF EXECUTIVE SESSION

Ronald Manzone, Chair, made motion to exit out of Executive Session, Mr. Withington seconded the motion all in favor 3-0 vote unanimously. Motion made at 4:35 PM.

EXECUTIVE MINUTES

To be signed by the board.

BILLS PAYABLE

The **BOA** reviewed and approved the following invoices:

- None to date.

MONTH END REPORTS

The Board of Assessors reviewed, discussed and acted on the following Boat and Motor Vehicle abatements processed during the month of August.

WARRANTS

Reviewed the County of Bristol Commissioners Warrant pertaining to the sum so apportioned to each city and town be assessed, raised and paid as its portion of said county tax.

APPELLATE TAX BOARD CASES

Refer to list of open cases; there are 10 open ATB cases and no hearings are scheduled to date.

Informed of the board we only have 10 open cases on ATB, one case is the Asst. Assessor ongoing to make contact with the POA and make an offer of settlement and a letter as been submitted of an offer

No ATB hearings have been scheduled to date.

ABATEMENTS

No abatements on the table to discuss

NEW BUSINESS

Mr. Garcia informed the board the Executive Secretary to the Board of Selectman and the Finance Director would like to hold a tax classification hearing with the Board of Selectman on November 23, 2015 and would like to have the Board of Assessors to be present at the hearing.

The Board signed the OL1 report submitted to DLS through Gateway

Mr. Garcia advised the board that we had an audit by an independent firm by the name of Melanson Heath & Co. PC Auditors. Mr. Andrew Gordon met with Mr. Garcia on October 22,

2015 and informed the Asst. Assessor there were no discrepancies based on the documentation presented to date

Bristol County Assessors Association has their annual meeting on December 4, 2015 in New Bedford, MA

Mr. Garcia presented the board a letter from the director of the Commonwealth of Massachusetts executive office of labor and workforce development are pertaining to the commercial properties occupied by small businesses for their review. Reviewed and filed.

Mr. Garcia discussed the 123 Green Street residence owned by Centre Trinity United Methodist Church to meet with the board at next month's meeting, have discussed with the representatives of Centre Trinity United Methodist they need to re-file the 3ABC and 1B3 forms.

Mr. Garcia presented to the board the status of the LA3 & LA15 (interim year) - Finance Dept. is waiting for our reports; they are done on their end.

Mr. Garcia informed the board that Ms. Pamela Davis; Board of Assessor came into the office on October 29, 2015. Ms. Davis took the day off and came into the assessor's office on October 30th, 2015 to assist the Asst. Assessor to upload data from his field work and to continue to go out in the field on parcel follow-ups.

The Asst. Assessor is working with the CAMA vender to process reports in preparation to submit to the DOR for approval in preparation to be ready for a date to be announced tax classification hearing with the Board of Selectman.

Reviewed and discussed the county tax for the County of Bristol for the FY16

OLD BUSINESS

Mr. Garcia is continuing ongoing review of the proposal with Blue Wave with the Town of Fairhaven and to present to the board the review is completed.

NEXT MEETING

Our next regularly scheduled meeting will be November 20, 2015 for 3:30 PM.

ADJOIN

Mr. Manzone motioned to adjoin the Board of Assessors meeting, Ms. Davis seconded the motion all in favor 3-0 vote unanimously, motion made at 4:35 PM.

Respectfully submitted,

Delfino R. Garcia
Assistant Assessor
Notary Public
BOARD OF ASSESSORS
(Minutes approved on November 20th, 2015)

Ronald Manzone, Chairman
Board of Assessors

Pamela K. Davis, MAA
Board of Assessors

Ellis Withington
Board of Assessors