

Meeting Date: Tuesday, July 12, 2011
Called to Order: 8:35 a.m.
Meeting Adjourned: 10:35 a.m.
Members Present: Rick Maiore, Joe Theriault, Debbie George
Others Present: Sue Fitterman, Linda Couture, Harald Scheid, Lorraine Leonard

New Business:

1. Approved minutes from the June 7, 2011 meeting.
2. Harvard is on notice list about ATB case for MCI Communications Services Inc.
3. Received ATB paperwork for a 3-family home at 7 Still River Road. Harald will do jurisdictional investigation and will call the taxpayer to discuss. This will be on September agenda as followup.
4. Linda handed out a printout of Harvard properties with EYB codes of Very Poor, Poor, and Fair to use as reference when discussing how to value special case properties.
5. Discussion about role of new Assistant Assessor Sue Fitterman. Sue will provide administrative support for all assessing work and will be a backup for the Assistant Treasurer/Collector.
6. Harald visited Sheep Island on 7/8/11 and spoke with Mr. Edmunds about valuations. Edmunds stated he would drop the appeal. No further BOA action is needed.
7. The board approved the use of a revised form from the state for Motor Vehicle Excise Tax Abatements.
8. Harald reviewed the RRG Assessment Procedures Document and stated that the Statutory Exemption forms need to be mailed out soon.
9. Harald handed out copies of a preliminary Assessment to Sales statistics report. The overall number for single family homes and condos is approximately 97%. Harald saw property values fall in the first half of 2011 and will recommend a new assessment level target of about 93%.
10. Harald handed out a 15-page document titled Residential Land Chart which contains the DOR-agreed to methods and rates for valuing land in Harvard. At the board's request, Harald will prepare a brief summary (about 5 bullets) of the key aspects of the document.
11. At Rick's request, Sue will begin mailing a packet to each board member's home, one week before upcoming BOA meetings. The packet will contain the agenda and any supporting paperwork.
12. The group discussed the possibility of Harvard creating a program similar to the Hamilton Senior Tax Exemption, and agreed that the Board of Selectmen or another group should lead this project, rather than the BOA.

Ongoing Business:

1. Status of 33 Willard Lane: Rick handed out copies of an email from Town Counsel regarding the deed restrictions. Normally the home site is excluded from conservation land, however Ted Maxant is asking to include the home site. Town Counsel said legally Maxant can have chapter land or open space but not both. The final decision rests with the BOA. Since the board has several more questions for Town Counsel, Rick will contact Town Administrator Tim Bragan about having Town Counsel answer the BOA's questions in writing. The board would also like to meet with Ted Maxant to further discuss the matter. Harald will set up an appointment and will report back to the BOA via email.
2. Status of Foxglove ATB: Harald said the hearing date has been moved to fall of 2011 and expects the case will be withdrawn.
3. Discussed the abatement application for 20 Still River Depot Road. Debbie George made the motion to reaffirm the \$172,900 net appraised parcel value for 20 Still River Depot Road. Joe Theriault seconded the motion. Motion passed 3-0.
4. Update on cyclical inspections: Linda handed out a report listing 383 properties that are candidates for periodic inspections. Dave Hurlbut from RRG will begin inspections in July. Harald estimates it will take 2 to 2-1/2 months to complete. Letters and questionnaires will be mailed to homeowners targeted for inspection.

Next meeting tentatively scheduled for Tuesday, August 9th at 9:00 a.m.

Date approved: _____

Rick Maiore

Joe Theriault

Debra George