

Meeting Date: Thursday, January 12, 2012
Called to Order: 9:05 a.m.
Meeting Adjourned: 10:45 a.m.
Members Present: Rick Maiore, Debbie George
Other(s) Present: Harald Scheid, Linda Couture, Steve Morse, Sue Fitterman,
Tim Fountain (Cartographic Associates Inc.)

New Business:

1. The board approved the minutes from the December 8, 2011 meeting.
2. The board signed the Motor Vehicle Abatement Report.
3. Harald and Sue will prepare a warrant article for Annual Town Meeting to change the personal property exemption from \$1,000 to \$2,500.
4. Harald will incorporate Debbie's edits into the document titled "Why Valuations Change".
5. Linda will incorporate Debbie's edits into the brochure titled "FY2012 Valuation and Tax Summary", and the 2011 Annual Report.
6. Rick stated that the Elderly & Disabled Taxation Aid Committee is preparing a new bill for senior tax assistance which may be presented as a warrant article at the April 2012 Annual Town Meeting. Harald will prepare an impact statement and present it to the Board of Selectmen at the end of January. If the proposed article is approved at the ATM, the Board of Assessors and the Assessing Department staff will implement the program. Funding for the abatements will come from the overlay fund.
7. Sue handed out copies of "Notice of Intent to Foreclose Shaker Hills Golf Club, Inc."
8. Geographic Information System (GIS) Presentation - Rick noted the ongoing need for accurate assessing maps, stating that two current projects (the Town Center Sewer Project and the Economic Development Committee) are relying on the maps for up-to-date accurate information. Tim Fountain from Cartographic Associates explained that MassGIS is a state-funded two- to three-year project which pays for converting paper maps and CAD files to standardized digital parcel maps for all Massachusetts communities. Obtaining digital parcel maps is considered the "first step" in implementing a GIS system. Work for Harvard is scheduled to be completed before July 1, 2012. Tim presented an overview of the GIS features, and cost estimates for property dimensions, map maintenance, one-time set-up, and annual hosting.

Ongoing Business:

1. Statutory Exemptions - Sue spoke with one applicant to see if that individual qualifies for a higher exemption; she did not. Sue will forward information about the Elderly and Disabled Taxation Aid Fund to that individual. The board approved one new application for Clause 37 (Blind).
2. The board approved the Real Estate Abatement Application for 2012 from Foxglove.
3. The RRG calendar is being condensed to one page and will be reviewed at each upcoming BOA meeting. Real estate and personal property tax bills were mailed at the end of December, and Form of List (FOL) and 3ABC (Charitable/Religious Organizations) forms were mailed in early January. To date the Assessors Office has received seven applications for real estate/personal property abatements.

Date Approved: _____

Rick Maiore

Joseph Theriault

Debra George