

## ***Minutes***

## ***Board of Assessors***

## ***Town of Harvard***

**Meeting Date:** Thursday, November 8, 2012  
**Called to Order:** 3:00 pm  
**Meeting Adjourned:** 4:45 pm  
**Members Present:** Debbie George, Rick Maiore, Joe Theriault  
**Other(s) Present:** Linda Couture, Sue Fitterman, Steve Morse, Harald Scheid

### **New Business:**

1. Minutes: The minutes from October 3, 2012 were approved.
2. Reports: Board members signed reports for motor vehicle abatements, personal property abatements, and chapter land tax lien releases.
3. Board members voted 3-0 to approve a new FY2013 Statutory Exemption application for a veteran.
4. Reclassification of Properties: The board asked that whenever Sue or Linda change the State Use Code of a property (for example from 104 Two Family to 101 Single Family), they notify the Sewer Commission if the property is within the Town Center Sewer District or the Zoning Board of Appeals if the property is outside the Town Center Sewer District.
5. Chapter 61A Income Verification Letter: Harald presented a draft letter about notifying Chapter 61A applicants that beginning with their October 2013 application, the board will require a copy of the applicant's Schedule F – "Profit or Loss From Farming" from their IRS tax return as proof of sales. On a Theriault/George motion, the board voted 3-0 to mail the letter to all current 61A participants. Sue will mail the letters in late November; file the letter with Janet Vellante as a Town Notice; and include the information in the 2012 Annual Report.
6. Board members received a copy of "Notice of Intent to Sell" from Alymer Living Trust (Donald Dawson and Dawn Mortensen) regarding their chapter land property at 9 Depot Road.
7. FY2014 Chapter Land Applications: The Board reviewed and approved 19 applications for Chapter 61B Recreational land and 54 applications for Chapter 61A Agricultural/Horticultural land. See attached lists for detailed information. The board also reviewed the following Chapter 61A applications:
  - Stow Road, Parcel ID 38/5, John & Barbara Heudorfer: This new application was approved 2-0 on a Theriault/George motion (Rick Maiore abstained).
  - Still River Road, Parcel ID 25/32, Two Eighty Five Still River Trust (Robert Capobianco): On a Maiore/George motion, the board voted 2-0 to deny this application since it did not meet the minimum sales requirements for Chapter 61A (Joseph Theriault abstained).

- 146 East Bare Hill Road, Parcel ID 31/32, Cynthia LaBruzzo: While discussing this new application, the board voted 3-0 on a George/Theriault motion that their policy is to exclude the first 1.5 acres from classification for all chapter land applications since 1.5 acres is Harvard's minimum basic lot size. Because this applicant did not meet the 5-acre minimum for Chapter 61A classification after excluding 1.5 acres for the house, the board voted 3-0 on a George/Theriault motion to deny this application.
- 168 Bolton Road, Parcel ID 31/13, Callahan Realty Trust: Joe Theriault will contact the property owner for clarification about leasing the land, and the board will vote on this application at their December meeting.

**Ongoing Business:**

1. Update on Verizon ATB Case: Harald reported that on October 9<sup>th</sup> the Appellate Tax Board told the towns involved in the case they were required per court order to refund Verizon New England for FY2009 personal property taxes unless they had Construction Work In Progress (CWIP). Since Harvard did not have any CWIP, an abatement was processed and a check for \$58,428.46 was mailed to Verizon New England.

2. Update on Geographic Information System (GIS):

- a. Cartographics has completed the preliminary version of Harvard's GIS called Query Manager Online and the system will be reviewed by the assessing staff and RRG.
- b. At RRG's request, Rick will set up a meeting with Finance Director Lorraine Leonard, Town Administrator Tim Bragan, and Harald Scheid to discuss the process of implementing GIS throughout the town departments.


3. Review RRG Calendar:

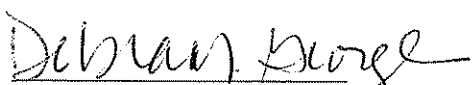
- a. Board members signed the following recap schedules which have been approved by DOR:
  - LA 4 – Assessment/Classification Report
  - LA15 - Sales Ratio Analysis
  - LA13 – Tax Base Levy Growth/New Growth
- b. Harald stated that the Board of Selectmen recommended a single tax rate at the Tax Classification Hearing held during their November 6<sup>th</sup> meeting.
- c. RRG will work with Town Hall staff to prepare and submit the tax rate recap package to the Department of Revenue before the end of November.

The next meeting is tentatively scheduled for Thursday December 13, 2012 at 3:00 p.m.

Date Approved: 12/13/12

  
Rick Maiore

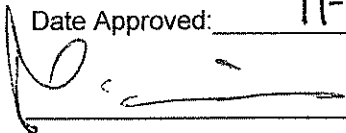
  
Joseph R. Theriault

  
Debra M. George

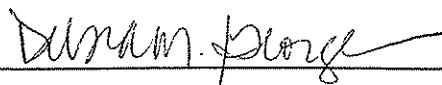
**FY2014 APPLICATIONS FOR CHAPTER 61B - RECREATIONAL**

OWNER NAME	LOCATION	PARCEL ID	NOTES
Corbett Realty Trust	214 Littleton Rd	13/22	
Delaney, John & Rajunas, Susan	243 Old Littleton Rd	14/11/1	
Dziewonski, Adam	Old Littleton Rd	13/64	
Feyling, A Fred & Lynda Moulton	308 Old Littleton Rd	10/57	
<b>Fitzgerald &amp; Leroy</b>	<b>South Shaker Rd</b>	<b>9/38</b>	<b>NEW</b>
Garofalo, Heidi J & Louis A	33 Prospect Hill Rd	11/14	
	Prospect Hill Rd	11/26	
Gormley, J Thomas III & Jenny	46 Warren Ave	22/57/1	
	Warren Ave	22/58/1	
Gorss, Charles G & Ruth N	99 Old Littleton Rd	18/12	
Leicher, Bruce & Ellen	58 Warren Ave	22/56/1	
	Warren Ave	22/57/2	
Ludwig, Donald E & Holmes, Kathleen	23 East Bare Hill Rd	27/98	
Malloy, Jennifer Combs	35 Oak Hill Rd	17D/44	
Noyes, Francis P III & Cathryn A	88 East Bare Hill Rd	31/39	
Oak Meadows Way LLC	169 Littleton County	14/43/2	
	175 Littleton County	14/44/4	
	181 Littleton County	14/44/6	
Parkinson, Phyllis T	211 Old Littleton Rd	13/66	
	Old Littleton Rd	14/8; 14/9	
Shaw, Joseph B & Patricia S	8 Cruft Ln	13/6	
Snyder, John K & Julie S	97 Woodside Rd	30/42	
Tefield Group LLC	Shaker Rd	2/43/2/1; 3/1/1	
	Sheehan Rd	6/3/1	
White, Patricia W	162 East Bare Hill Rd	35/46	
Woodchuck Hill Realty Trust	Woodchuck Hill Rd	23/50	

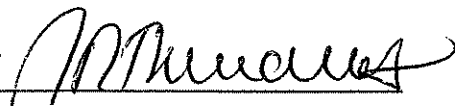
Date Approved: 11-8-12



Rick Maiore



Debra M. George




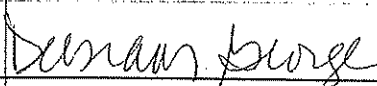

Joseph R. Theriault

19 applications

**FY2014 APPLICATIONS FOR CHAPTER 61A - AGRICULTURAL/HORTICULTURAL**

OWNER NAME	LOCATION	PARCEL ID
Arnold, Timothy & Sarah	57 Old Mill Rd	4/57
Aylmer Living Trust	9 Depot Rd	17A/5
Berwind Brothers LLC	309 Ayer Rd	1/5
Bilodeau, Sean	9 Murray Ln	28/24
Bobzin, Jeffery & Ruth	76 Old Mill Rd	4/13
Carlson Orchards Inc	Old Littleton Rd	13/69/1; 13/62
	Littleton County Rd	18/36; 18/44; 19/5
	115 Oak Hill Rd	18/62/1
	Oak Hill Rd	18/62/2; 18/63/1
	Pinnacle Rd	18/63/2; 18/65/1
Chipmar LLC (c/o Shappy)	Mass Ave	23/30
Cutler, Mary Morgan Revocable Trust	East Bare Hill Rd	27/103
Cutler, Philip C & Mary M	East Bare Hill Rd	28/9
	56 Stow Rd	28/10
Davis, Charles & Patricia	Still River Rd	16/15
Delker Brothers Land Management LLC	361 Ayer Rd	2/7
Durrant, David & Pamela	159 East Bare Hill Rd	35/36
Ernst, Ruth B Residence Trust	41 Murray Ln	28/22
	Murray Ln	28/21
Evans Home Trust	284 Still River Rd	25/14/1
Elberg, Ralph & Laura	42 Bolton Rd	22/34
Fifty Three Willard Lane Trust	53 Willard Ln	21/74
Frazer, Alan & Candace	157 Bolton Rd	31/16
Grady, John	43 Slough Rd	23/55
Hoffman, Linda	38 Eldridge Rd	33/5/1
	Eldridge Rd	33/1/2
Horowitz, Adam & Evelyn	53 Woodchuck Hill Rd	23/13
IAFT LLC	62 Old Mill Rd	4/14
Kerns, William & Sharon	112 Bolton Rd	27/43
KWW Harvard LLC	2 Brown Rd	35/35
	East Bare Hill Rd	31/34
Latham, David & Virginia	140 Old Littleton Rd	18/67
	Old Littleton Rd	18/17
LDPL LLC	Ayer Rd	1/2
Lee, Dolores M Trust of 1993	170 Prospect Hill Rd	21/14/1
Lee, Douglas K Trust of 1993	Prospect Hill Rd	16/14/2
Lewis, William & Dorene	56 Westcott Rd	32/94
	Mettacomett Path	32/95
Lochiatto, Carl & Victoria	42 Old Mill Rd	4/19
Matheson Family Trust	Rt 2A Pingryville	3/2
Maxant, William T Conservation Trust	33 Willard Ln	21/73
McCready, Scott & Ann Palermo	118 West Bare Hill Rd	26/17/3
McCurdy, Virginia N 1991 Trust	166 Littleton Rd	13/28
McEvoy, Earl & Victoria	115 Prospect Hill Rd	16/11/1

2014 APPLICATIONS FOR CHAPTER 61A - AGRICULTURAL/HORTICULTURAL

OWNER NAME	LOCATION	PARCEL ID
McLaughlin Family Trust (L. Ferguson)	181 Old Littleton Rd	13/63
McLaughlin, Sean	132 Ayer Rd	12/34
Molnar, Richard	298 Old Littleton Rd	10/58/1/1
Mylykangas, Timothy	64 Westcott Rd	32/91
Nigus, Steve	26 Madigan Ln	16/9
Rice, Philip & Beth	199 Still River Rd	21/65/1
Rymsha, Philip & Barbara	24 Prospect Hill Rd	11/27
Shappy, Linda & Russell	14 Whitney Ln	23/31
Shives, Raymond & Sarah	232 Still River Rd	20/7/2
Sisters of St Benedict Center	Still River Rd	25/19
Skauen-Hinchliffe, Deborah	221 Still River Rd	20/22/1
Stone Realty Trust	Ayer Rd	5/70
Three Penny Farm LLC	Old Littleton Rd	10/34; 10/35/2; 10/59/1; 10/59/3
Van Derwerf, Mark & Debra	6 Old Schoolhouse Rd	13/67
Vesenska Family Trust	Littleton County Rd	14/53/2
Westward Orchards Inc	Oak Hill Rd	18/54
	146 Littleton County Rd	19/4
	90 Oak Hill Rd	23/8
	Slough Rd	23/10
	188 Mass Ave	23/32
	178 Mass Ave	23/33
	Mass Ave	23/34
Whitney Lane Farms LLC	Whitney Ln	23/17; 23/18
	36 Littleton County	23/22
Willard Family Realty Trust	218 Still River Rd	20/10
Wilson, Philip & Beth	Still River Rd	26/15/6
	327 Still River Rd	29/1
Zero Ayer Road Trust	Ayer Rd	2/8
Date Approved: 11-8-12		
		
Rick Maiore	Debra M. George	Joseph R. Theriault

54 total