

Minutes

Board of Assessors Town of Harvard

Meeting Date: Thursday, November 19th, 2015
Called to Order: 4:00pm
Meeting Adjourned: 5:00pm
Members Present: Don Graham (Chair), Joe Theriault, Debbie George
Other(s) Present: Harald Scheid (RRG), Linda Couture (RRG),
Jared Aponte (Assistant Assessor), Richard Case (Resident)

The minutes from the October 15th meeting were voted 3-0 to approve

Ongoing Business:

1. The Board of Assessors (BOA) Reviewed the Assessors' calendar. There are currently no risks or issues. The board is waiting for the Department of Revenue (DOR) to approve the new tax rate.
2. Linda Couture reviewed the assessment / sales data for the months of August and September. She will continue to look for discrepancies and valid sales data to be discussed at the December meeting.
3. Discussed and clarified use of the Assessors Policies and Procedures (P&P). Changes will be made to P&P as a draft until approved at the following BOA meeting. Draft section 3.4.6 (discussed at the October meeting) was motioned to be approved by Joe and voted 3-0.

New Business:


1. The BOA reviewed late 3ABC applications of the Harvard Historical Society and Trustees of the Bromfield School. Debbie motioned to approve both and they were voted 3-0.
2. Discussed MCI WorldCom Network and MCI Communications ATB cases. Total taxes paid by MCI from 2004-2015 are \$29,630. They are looking for an abatement of \$4,300. Harald Scheid (principal assessor) gave the recommendation to approve the abatement and settle the case. The funds would be taken out of overlay. Joe motioned to approve and the board voted 3-0.
3. The BOA reviewed FY2017 Chapter Land Applications. Richard Case of Bolton Road was present at the meeting and wanted to discuss changes to his chapter land. He is removing his brother from mutually owned land and is creating new liens to reflect this change. All submitted applications were approved by the board.
4. The Board signed the following documents:
 - a. Motor Vehicle Abatement Report, created November 19th, 2015
 - b. Motor Vehicle Commitment Report, created July 30th, 2015
 - c. Case Lien Releases, created November 4th, 2015
 - d. Case New Liens, created November 4th, 2015
 - e. Case Rollback Taxes, created November 4th, 2015
 - f. Chapter Land Applications, created November 19th, 2015

5. Documents Reviewed

- a. Assessors Calendar
- b. Harvard's August and September Property Sales
- c. Assessors Policies and Procedures
- d. FY16 3ABC Applications
- e. FY17 Chapter Land Applications
- f. MCI ATB Cases

A tentative date and time were set for the next meeting of the Board on December 17th at 4:00pm

Date Approved: 2/2/16



Don Graham (Chair)



Debra M. George (Member)