



Town Of Newbury

Office of
The Board of Assessors
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Frank "Budd" Kelley, Chairman, Board of Assessors
Sanford "Sandy" Wechsler, Assessor
E. Peter Murphy, Assessor

Michelle Branciforte, MAA, Principal Assessor
Cathy McCoy, Assessors Clerk

May 27, 2014

Open Session Meeting Minutes

Present:

T. Blais, M. Harrell, B. Kelley, S. Wechsler, E. Peter Murphy, M. Branciforte

The meeting opened at 6:03 p.m.

- The meeting opened with discussion with Mark Harrell of Patriot Properties. Michelle inquired as to the procedure of the Town of Newbury getting ready for the Data collection and Building Permit inspections FY2015. Per Mark, Michelle to print out permits and 10% of property record cards for cyclical inspections. Any problem areas will be pointed out by Michelle to Mark (for Real Property) and to JJ (for Personal property). Permits and cards should be printed out by the middle of June, 2014. Michelle asked if we should send a letter out to taxpayers notifying them that Patriot Properties will be conducting inspections in Newbury. Mark said that is not necessary, but a notification should be given to the Newbury Police Dept. The local cable TV can also be notified. Mark will send Michelle a sample of a notification used. August 1, 2014 Patriot Properties will start updating the values. Michelle to send Mark the FY2013 ATB decision and land values spreadsheet. Peter asked if a significant change in assessment takes place on a particular property, will we be notified so we can in turn notify the property owner? Mark stated that it is up to the Newbury BOA how they choose to handle significant changes in assessments. Typically, MA communities do not notify the taxpayers other than the actual tax bills that go out. This discussion was followed by the signing of the FY2015-1 year contract with Patriot Properties. Signed copy of this contract is on file with Tracy Blais-Town Administrator/Procurement Officer, Angel Wills-Town Accountant, and Michelle Branciforte-Principal Assessor. At this point of the meeting Tracy Blais and Mark Harrell left the meeting. The BOA members and Michelle continued the meeting.
- Open and Executive minutes from May 13, 2014 BOA meeting were approved and signed.
- Next meeting date is scheduled for June 3, 2014