

Board of Assessors  
Meeting: November 30, 2009  
Wayland Town Building

Meeting called to order by Chair Susan Rufo at 7:00 pm

Present: Members: Susan Rufo, Vice-chair; Jayson Brodie and Molly Upton.  
Assistant Assessor: Ellen Brideau

Public comment: R. Barnes: re: valuation formulas. E. Brideau offered to provide and review all such data during regular office hours.

Minutes: Minutes of November 23, 2009 approved as presented.

Status of office activities presented by E. Brideau.

- Correspondence: None

FY'10 reassessment:

- State (DOR) approval process begun.
- "New Growth" (\$521,401) submitted to DOR and waiting their approval.
- Pending DOR review/analysis, preliminary FY'10 tax rate is \$17.79

Classification Hearing: Board reviewed draft presentation and upon a motion made and seconded, voted to make no recommendation regarding the application of the tax rate. To this matter, the board concurred that it was their responsibility to administer the policy established by the Selectmen and not advocate any particular position.

Staffing: E. Brideau presented Assessing Department organization chart (attached) which J. Senchyshyn will be presenting to Personnel Board and upon their approval to the affected unions for comment. Job descriptions are in place. The board voted 3-0 to endorse the proposed office structure expanding the staff from 3 to 4 persons.

Chapter Land: E. Brideau presented the results of the in depth full file review of all 34 Chapter Land properties for documentation and eligibility. The analysis was conducted by RRG Systems and reviewed by E. Brideau. As a result, E. Brideau presented the following recommendations to the board:

- Approve 11 "61A" applications
- Approve 15 "61B" applications
- Defer 8 applications to executive session based on potential legal impact.

After a review of the documentation, a motion was made and seconded to approve the recommendations. The board voted 3-0, in favor.

New Business: None


Old Business:

- E. Brideau reminded the board of the deadlines for acknowledging receipt of the Conflict of Interest documentation and completing the on-line quiz.
- M. Upton requested that the board establish a goal to inspect a minimum of 25% of the residential properties. The board discussed the office's current workload and priorities for the next 60 days plus the requirements for conducting interior/exterior inspections with a high percentage of successful entries. The result of the discussion was the board

requesting E. Brideau to prepare, by no later than February 15, 2010, a draft S.O.W. for the "Full List and Measure."

At 8:45 pm, upon unanimous roll call vote, the board went into executive session for the purpose of reviewing potential legal impact on certain Chapter Land parcels.

Upon resuming the regular meeting at 9:00 pm the chair set next meeting for December 7 at 7:00 pm reminding everyone of the Selectman's Classification hearing scheduled for 8:00 pm on that date. The board will then have the opportunity for a final review before meeting with the Selectmen. The board then voted unanimously to adjourn at 9:05 pm.

 12/7/09

Respectfully submitted by Jayson S. Brodie