

Board of Assessors
Meeting: December 16, 2009
Wayland Town Building

Meeting called to order by Chair Susan Rufo at 7:03 pm

Present: Members: Susan Rufo, Vice-chair; Jayson Brodie, Bruce Cummings, Molly Upton and Z. Ventress.

Assistant Assessor: Ellen Brideau

Public comment: None

Minutes: Minutes of December 7, 2009 approved as presented.

Status of office activities - presented by E. Brideau.

- Correspondence:
 - Copy of letter from Personnel Board to Finance Committee re: approval of BoA staffing request.
 - November R.E abatement commitment:
 - 89 Oxbow Rd. (8/58)
 - 24 McGuire Rd.
 - November Excise Tax abatements commitment for \$1092.28
 - Billing from RRG Systems: final billing for FY'10 interim reassessment.

FY'10 reassessment: Board signed-off on Tax Recap and DOR documentation for FY'10. Tax rate set at \$17.78.

Staffing: E. Brideau met with J. Senchyshyn and union representatives to review job descriptions related to revised office staffing. Union requested time to perform due diligence.

Abatements: E. Brideau presented her proposal for anticipated FY'10 abatements. Based on the primary obligation to keep the office fully manned during January, abatement inspections will begin February 3, 2010.

Chapter Land: Of letters sent to 5 owners requesting data to verify Chapter Land eligibility, 2 responses received which still left issues unanswered. Therefore with a deadline of Dec 31 for board action, the following motion was made and seconded:

“To grant the Chair authority to take action on behalf of the board on the 5 questionable properties on a time critical basis.” M. Upton questioned whether this was sufficient guidance and requested clarification and specificity on criteria to determine eligibility. The motion was amended, adding: “The chair’s decisions shall be fully compliant with the advice and direction provided by the DOR.” Vote 4-1 in favor.

Old Business/New Business: The chair went around the board seeking input and comments. General comments were made about the January schedule and necessity to adhere to our processes. M. Upton recommended that a subcommittee be appointed to establish the goals for 2010 citing that the board must stay current and not fall behind. S. Rufo suggested holding off until the end of January when we would have a better picture of the workload.

Executive Session:

At 7:55 pm upon unanimous roll call vote, the board went into executive session to review abatement cases pending at ATB.

Upon resuming the regular meeting at 8:25 pm the chair set the next meeting for January 19 at 7:00 pm as tentative and the board voted unanimously to adjourn at 8:30 pm.

Respectfully submitted by Jayson Brodie

Approved
1/25/10