

Board of Assessors
Meeting: February 22, 2010
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.

Director: Ellen Brideau

Public comment: None

Minutes: Minutes of January 25, 2010 approved 3-0 by B. Cummings, S. Rufo and M. Upton as only members present at that meeting.

Status of office activities - presented by E. Brideau.

- Correspondence:
 - From F. Turkington re: new open meeting law seminar
- Approvals required for commitments/warrants:
 - CPA and Exemptions- Jan'10: \$42,631.26
 - Motor Vehicle Excise- Jan'10: \$1,406,073.75
 - R.E. abatements- Jan'10: \$7,591.58
 - R.E. taxes- 3rd qtr FY'10: \$13,407,315.31
 - P.P taxes- 3rd qtr FY'10: \$142,062.37
- Apportionments
 - 63 school St
 - 386 Commonwealth Ave (aka DeColores Dr)
- Assessing Department Procedures
 - E. Brideau reviewed the office procedure to be followed in abatement process.

Staffing

- E. Brideau reviewed status for position of Assistant Assessor
 - 10 applications received and reviewed by Brideau and J. Senchyshyn.
 - Two applicants selected for interview by Brideau and Senchyshyn.
 - The recommended candidate (Bruce Morgan) to appear before the board at 7:30 pm this evening.
- Bruce Morgan interviewed by board by first giving summary of past and present experience relative to Wayland position.
 - In round table fashion, individual members posed and Morgan responded to questions.
 - The interview concluded at 8:00 pm and Morgan left the meeting.
 - The board continued discussion of the position and Morgan's qualifications.
 - At 8:10, a motion was made and seconded to offer the position of Assistant Assessor to Bruce Morgan subject to the requirements of the Personnel Department. The motion passed 5-0.
- E. Brideau then gave status for position of Administrative Assessor.
 - Four candidates selected to be interviewed in the coming week by E. Brideau and J. Senchyshyn. Two are internal candidates.
 - Plan is to bring recommended candidate(s) to board for further interviews at next scheduled board meeting.

Assessing Calendar: E. Brideau reviewed for the board the upcoming commitments:

- RFP for FY'11 interim revaluation
- 20 FY'09 ATB cases pending
- Cyclical review

Abatements: E. Brideau conducting required PRC verifications, which are scheduled for completion by mid-March.

Full List and Measure (FLM): E. Brideau had distributed draft copies of proposed RFP for FLM. Board members discussed advisability of conducting FLM in light of all significant and positive changes made to office staff and procedures since vote at Town Meeting to conduct FLM. A concern to all members was the requirement that no funds allocated for the FLM can be used to fund the assessing staff to participate in the FLM. Beyond that there was a considerable range of views on the subject of FLM acknowledging that the task is a directive from the town. Further discussion was tabled.

The chair set next meeting for March 8, 2010 at 7:00 pm and the board voted unanimously to adjourn at 8:45 pm.

Respectfully submitted

A handwritten signature in black ink, appearing to read "E. Brideau", written in a cursive style.