

Board of Assessors
Meeting: August 16, 2010
Wayland Town Building

Meeting called to order by Chair Susan Rufo at 7:02 pm

Present: Members: Susan Rufo, Vice-chair; Jayson Brodie, Molly Upton and Zack Ventress.
Staff: Director Ellen Brideau via speakerphone and Assistant Assessor Bruce Morgan.

Guest: K. Rogers and R. Tozier representing KRT Appraisal – 7:15 to 7:40 pm
J. Ryan representing J. F. Ryan Associates – 7:45 to 8:10 pm
P. Donovan representing Vision Appraisal – 8:15 to 8:35 pm

Public comment: None

Minutes: Minutes of August 16, 2010 approved as presented.

In the absence of the Director, the items normally reviewed were postponed until next meeting. The main item on the agenda was the question and answer period dedicated to each of the vendors that submitted proposals for the full list and measure.

S. Rufo explained to each representative that the board had questions arising from the non-priced proposal and that the board had not seen the priced proposal.

Per the above schedule, each board member, the Director and the Assistant Assessor had the opportunity to pose questions regarding their respective proposal. The general theme of the questions dealt with:

- Experience the firm had doing data collection in similar towns
- Quality control of the data collection process
- Successful entry rates and means of influencing.
- Ability to meet FY'11 schedule of 200 residences by 30 September.

At the conclusion of the three interviews, the board reviewed what they had heard and discussed the next step. There was general agreement that grading the proposal could be accomplished for the next meeting.

At 8:55 pm the chair set next meeting for August 23 at 7:00 pm and the board voted unanimously to adjourn.

Respectfully submitted



Jayson S. Brodie