

Board of Assessors
Meeting: October 13, 2010
Wayland Town Building

Meeting called to order by Chair Susan Rufo at 7:05 pm

Present: Members: Susan Rufo, Vice-chair; Jayson Brodie, Molly Upton and Z. Ventress.
Staff: Director Ellen Brideau and Bruce Morgan

Public comment: None

Minutes: Minutes of September 27, 2010 approved as presented.

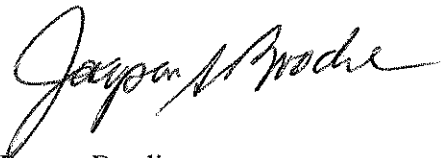
Office status - presented by E. Brideau.

- Office Activities:
 - E. Brideau, B. Morgan, D. Velluti and J. Brodie attended Municipal Law Seminar
 - MA legislature passed, as local option, Circuit Breaker program similar to Wayland model.
 - S. Ramgoolam attended Uniform Standards Professional Appraisal Practices course offered through MA Appraisal Board and passed the required exam.
- Correspondence: FY'12 Budget guidelines
 - FinCom requesting level funding
 - Potential capital budget requests
 - Automobile for office use
 - Funding for Pictometry Change Finder software to include a “fly-over” to provide enhanced building shape files.
- Requiring board approval/sign-off
 - See attached- upon recommendation of director, board, by signature approved all documents.
- FY'11 Interim Assessment:
 - Director presented basic data used for assessment analysis
 - Total 2009 sales: 211 including 8 foreclosures, 10 sales of foreclosures and 19 first-time sales of properties designated 40B.
 - Qualified 2009 sales after applying DOR non-arms length codes
 - Single family residences-106
 - Condominiums-24
 - While number of qualified sales meets DOR requirements for interim assessment, board discussed increasing qualified sales count by widening time period from standard one-year to two years (July 1, 2008 to June 30, 2010). Board expressed sensitivity to presenting strongest baseline possible in establishing FY'11 assessments. Board requested that Director contact DOR for additional guidance and recommendation.

- The Director then reviewed her analysis by leading the board through a ten-step iteration process, which included revisions to depreciation tables, building grade factors and land values.
- The Director had met with R. Martin (DOR representative to Wayland) to discuss DOR recommendations. The number of grades used in Wayland (15) was judged to be excessive and the DOR recommended 10 grades. The board reviewed the impact of any reductions in number of grades including any changes in grade factors and upon a motion, made and seconded, voted 4-0 to reduce the number of grades, per DOR recommendation. Then, upon a motion made and seconded, the board voted 4-0 to accept the Director's recommendations to adopt numeric grade designations via the following steps:
 - Combine Grades D+, D and D-.
 - Combine Grades B+ and B.
 - Combine Grades A+ and X-
 - Re-identify all grades to numerical: 1-11.
- The Director presented a schedule to the board including completion of the FY'11 reassessment process and other major activities through the end of December – see attachment.

The chair set next meeting for October 25 at 7:00 pm and the board voted unanimously to adjourn at 9:00 pm.

Respectfully submitted



Jayson Brodie

Documents for BOA Signature – October 13th

- 1 - Fifth Commitment 2010 – Motor Vehicle Excise - \$63,955.56
- 2 - Warrant for 5th Commitment 2010 Motor Vehicle Excise - \$63,955.56
- 3 – 1- FY'10 Circuit Breaker for Approval
- 4 – Assessors Certification of Tax Status for 205 Rice Rd Chapter Land Parcel