

Board of Assessors
Meeting: June 14, 2010
Wayland Town Building

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

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

Public comment: None

Minutes: Minutes of May 24, 2010 approved as presented.

Office status - presented by E. Brideau.

- Correspondence:
 - Letter from Vision re: restructure of executive staff
 - Letter from L. Segal re: Raytheon meeting on Public Involvement Plan
 - Notification that J. Bladon has been appointed as BoS liaison to BoA.
- Office Activities: See attachment
- Requiring board approval/sign-off
 - 2nd quarter commitment of Motor vehicle excise taxes - \$167,038.20
 - State form MDM-1 for FY'10 exemption reimbursements - \$26,379.50
 - FY'10 supplementary R.E. tax billing on 6 parcels - \$20,479.75
- Abatements: Personal property taxes: upon request from P. Keating, Treasurer, Collector, to abate uncollectable personal property taxes. Upon a motion made and seconded, the board voted 3-0 to abate the requested PP taxes except for bill #104500 (see attachment) - \$954.48.
- Circuit Breaker: Upon a motion made and seconded, the board voted 3-0 to accept the director's recommendation to approve 7 and deny 1 CB application.
- Staffing/Personnel: Nothing new to report on vacancy. Director reported that peer contacts indicate the issue is not unique to Wayland.
- GIS: GIS coordinator active to expand capabilities with additional software.
- Budget: YTD figures show salaries under spent, even with increased overtime.
- ATB: Sunrise Assisted Living withdrew FY'08 and FY'09 ATB filings one day prior to long scheduled June 3rd hearing.

Old Business:

- FLM: The Director distributed copies of RFP as annotated by town counsel. The board discussed the revisions and then by a vote of 3-0 approved the RFP for release.

New Business:

- FY'11 Reassessment: The Director presented to the board written and verbal quotes to perform the FY'11 reassessment. The board voted 3-0 to accept RRG Inc.'s bid at \$14,500. RRG's bid offered the most complete support and training allowing the in-house staff to conduct the residential and commercial reassessment.

At 8:20 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 8:45 pm the chair set next meeting for June 28 at 7:00 pm and the board voted unanimously to adjourn at 8:55 pm.

Respectfully submitted

A handwritten signature in cursive script that reads "Jayson Brodie". The signature is written in black ink and is positioned above the printed name.

Jayson Brodie

Assessing Department – Recap of Office Activity

Property Visits – (5/11/10 – 6/11/10)

- ❖ Properties visited – 64 Sales, 16 Building Permits
- ❖ Data Quality of Sales Visits that have data entry completed as of 6/11/10

# of Parcels	% Value Change
1	-9% to -5%
6	-4% to -1%
3	0%
2	1% to 4%
2	5% to 6%

Sales Inspections

- ❖ As of 6/14/2010 5 parcels are remaining for a second attempt to inspect the property.
- ❖ 19 Single Family properties and 11 Condominiums have not responded to both the mailings and door hangers left at the property
- ❖ 4 properties refused access

Building Permit Activity

- ❖ After researching options for a file merge it was determined that we are unable to migrate the file automatically. Therefore, they have been manually entered into Vision.
- ❖ Dave Velluti began assisting the Department with Building Permit data collection
- ❖ Data Collection for Building Permit activity is to be completed by July 31, 2010

All Senior Exemptions (including CPA and Circuit Breaker) – (5/11/10 – 6/11/10)

- ❖ Circuit Breaker applications are still being processed with 8 ready for Board Action this evening

Motor Vehicle Excise – (5/11/10 – 6/11/10)

- ❖ 27 Applications completed

Supplemental Billing

- ❖ The review of all properties with CO's issued since June 30, 2009 has been completed.
- ❖ 6 Properties eligible parcels have been billed
- ❖ Data Collection for Building Permit activity is to be completed by July 31, 2010

FY'11 - 1st Quarter Billing

- ❖ The Real Estate and Personal Property Extracts have been forwarded to the Vadar (the billing company)
- ❖ The billing insert was completed by S. Rufo and submitted to MaryAnn
- ❖ Prepare Mailing Labels for all 2010 sales

Paul W. Keating, Jr.
Treasurer/Collector

Town of Wayland



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JUN 02 2010

41 COCHITUATE ROAD
WAYLAND MASSACHUSETTS 01778
www.wayland.ma.us TEL. 508-358-3633 FAX:508-358-4175

WAYLAND
BOARD OF ASSESSORS

June 2, 2010

Board of Assessors
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

RE: Uncollectable Personal Property taxes

Dear Board Members:

Please accept the attached list of Personal Property Tax bills as uncollectable due to death, absence, poverty, insolvency, bankruptcy or other inability of the person assessed to pay. It appears that under Municipal Finance Laws, Chapter 59 Section 71 is relevant on the subject of abatement.

I therefore request that full abatements be granted for fiscal years 2008 - 2010 in the amount of \$1,044.19.

Sincerely,

A handwritten signature in cursive script that reads "Paul W. Keating, Jr.".

Paul W. Keating, Jr.
Treasurer/Collector

Enc: Personal Property Request to Abate

Year	Personal Property to "Write Off"		address	mailing address	amount	reason
	Bill #	Name				
2010	100450	Graham Contracting	25 Main Street	25 Main Street	55.96	passed away
2009	100450	Graham Contracting	25 Main Street	25 Main Street	12.12	passed away
2010	100530	Nat Thai Inc - Morns Restaurant	15 East Plain	PO Box 5137 Wayland	222.74	gone
2010	101480	Peet Yin	157 School Street	157 School Street	41.54	gone
2010	101790	Franklin II Inc - Caraway Inc	325 Boston Post	325 Boston Post	100.03	gone
2010	103060	Alfra Investments - Quest Dry Clean	25 Main Street	288 Secon St, Waltham 02451	28.80	gone
2010	103800	Barry Gilbert	14 Nob Hill	9 Concord Grn U 7 Concord 01742	14.22	gone
2008	103800	Barry Gilbert	14 Nob Hill	9 Concord Grn U 7 Concord 01742	14.98	gone
2008	103860	Cornerstone Cafe	236 Boston Post Rd	236 Boston Post Rd	15.19	gone
2010	104280	Grape Ideas	131 Main St	131 Main St	37.87	gone
2009	104280	Grape Ideas	131 Main St	131 Main St	34.87	gone
2010	104500	Twenty Wayland LLC	250 Boston Post Rd	260 Beeten Post Rd	89.71	gone
2010	104770	Bensons	236 Boston Post Rd	236 Boston Post Rd	86.61	gone
2009	104770	Bensons	236 Boston Post Rd	236 Boston Post Rd	104.44	gone
2010	104850	Ann Jackman - Wayland Wellness	15 East Plain	15 East Plain	73.79	gone
2009	104850	Ann Jackman - Wayland Wellness	15 East Plain	15 East Plain	67.94	gone
2010	105070	Katherine Fernald	25 Main Street	25 Main St	43.38	dbl bill
			Total	Total	1,044.19	

Handwritten initials/signature

BOA approved 6/14/10

Handwritten signatures:
 Susan H. Ruff
 Nancy Weston
 J. P. ...

954.48