

Board of Assessors
Meeting: November 16, 2011
Wayland Town Building

Meeting called to order by Chair Jayson Brodie at 7:15 pm

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

Staff: Director Ellen Brideau

Minutes: Minutes of November 2, 2011 accepted as presented unanimously

Correspondence: None

Office Activities:

Annual Income and Expense Statements: Three notices sent to owners, via income and expense mailings. Motion made and seconded that BoA authorizes implementation of penalty fee up to \$250, as defined by MA general laws, for non-filing of annual Income and expense Statements. Motion approved 4-0.

FY'13 Budget review: FinCom guidelines specify level budget exclusive of salaries. Motion made and seconded for the submittal by the BoA of a level funded budget for FY'13. Motion approved 5-0.

Bruce Morgan resigning to assume senior position in Bedford, MA. Last day of work is Nov. 22, 2011. Motion made and seconded to extend to Bruce, the Board's thanks and congratulations. Motion passed 5-0.

FY'12 Certification:

Informal Hearings: The Director reported on the results of the informal hearings on the FY'12 assessments:

Properties reviewed: 106 (including those initiated by phone calls)

Hearings: 51

Inspections: 36

PRC revised: 78

Twenty-two units (within Cutting Cross) with no 2010 sales had complex adjustment revised.

Tax Recapitulation sheet attachments: The Director presented 3 attachments to the Tax Recapitulation Sheets for review and approval by the Board:

LA-10: Reports on 9 properties that changed in assessment by greater than +/- 10% after submittal of preliminary values. Motion made and seconded to approve LA-10 by vote and signature. Motion passed 5-0.

LA-13: Report on new growth for \$36,818,968 (residential, personal property and industrial commercial. Motion made and seconded to approve LA-13 by vote and signature. Motion passed 5-0.

LA-4: Resubmittal of town wide values following "informal" hearings" at \$2,920,263,000. Motion made and seconded to approve LA-4 by vote and signature. Motion passed 5-0.

Motion made and seconded to authorize the Director to sign documents approved by the BoA, within the DOR Gateway Center, on behalf on the BoA.

Classification Hearing; Scheduled for Dec. 12, 2011. Boa to ask for earlier start time for Selectmen's meeting to allow immediate follow-up meeting with FinCom on approvals of Tax Recapitulation sheets and attachments.

Overlay:

Overlay Surplus: Due to work load from "informal hearings" staff could not update data. Action deferred.

FY'13 Overlay Forecast: Due to work load from "informal hearings" staff could not update data. Action deferred.

Special Town Meeting (Nov. 17, 2011) Article 2.

With no further definition from the petitioners on Article 2, the board reviewed and approved remarks to be read at the STM.

Potential Warrant Articles for FY'13 Town Meeting:

Chapter 19: Bruce Cummings agreed to be the lead board member to review Chapter 19 of the town code for possible revisions and updates.

Circuit Breaker: Susan Rufo agreed to be the lead board member to review the MA G.L. on circuit breaker for possible revisions to the town bylaw.

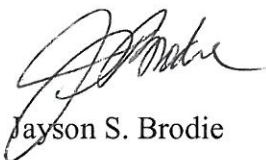
Topics not reasonably anticipated by the Chair 48 hours in advance of meeting: None

Thoughts and Concerns from BoA members: None

Public comment: None

The chair called the next meeting for Monday December 5 at 7:15 p.m and the meeting was adjourned at 8:30 p.m.

Respectfully submitted



Jayson S. Brodie