

Board of Assessors
Meeting: January 9, 2012
Wayland Town Building

Meeting called to order by Vice-Chair Susan Rufo at 7:16 pm

Present: Members: Susan Rufo, Vice-chair; Bruce Cummings, Molly Upton
Staff: Director Ellen Brideau No Public in Attendance

Review of Minutes: Minutes of December 12, 2011, **Motion to accept made by B Cummings
Seconded by M Upton, Vote to Accept- Unanimous**

Correspondence: Town election notice from Town Clerk Lois Toombs outlining timeline of nomination papers to be submitted by February 14th and election to be held April 3, 2012. Molly Upton and Zachariah Ventress are BoA members whose terms are up this year.

Freedom of Information request received from Kim Cook, 12 Ellie Lane, a response to be sent by Director Brideau.

Documents for Board Signature/Vote : Four Circuit Breaker (CB) Applications recommended by Director Brideau for approval after review.

B Cummings made motion to accept recommendation by Director Brideau to approve four CB applications, Seconded by M Upton. Vote unanimous by signature of cover sheet identifying named applications.*

Two Circuit Breaker Applications were reviewed and did not meet qualifications and were recommended for denial by Director Brideau. **B Cummings made motion to accept recommendation of Director Brideau for denial, Seconded by M Upton. Vote unanimous by signature.**

(A side note there were 151 CB applications approved in 2011, when asked of Director.)

Five Tax Deferrals were recommended by Director Brideau for approval. **B Cummings made motion to Accept Director's recommendation to grant five Tax Deferral Applications, Seconded by M Upton, Vote – unanimous by signature***

Additional questions related to qualifications of tax deferrals were posed by B Cummings and answered by Director Brideau.

Chapter Land Application recommended for approval By Director Brideau. **S Rufo made motion to accept recommendation of Director to accept Chapter Land**

Application, Seconded by M Upton. Vote- Unanimous by voice and signature. *

- * Board Members have opportunity to review all applications presented for consideration prior to casting their vote.

Abatements : Director Brideau outlined with the board the abatement review process as it would be addressed for FY12, which basically followed the last two years review process that seemed to work very well. Beginning with a scheduled inspection of the property for data accuracy, including review of building sketch, re-calculating of any changes in the data, and then a review of that information by the Director before formulating any recommendations to the board for action.

Two Abatement Applications were presented by Director Brideau after inspection and review.
B Cummings made motion to approve two Abatement Applications as recommended by Director Brideau, Seconded by M Upton. Vote unanimous by voice and signature.*

Discussion after the abatement presentation by Director Brideau was centered on the need of inspections for a handful of abatement applications that had filed previously. Her concern was that since the office was without a current Assistant Assessor that those properties might be either waived for this year only or board members might also assist with those particular property inspections. The board was open to those ideas and would consider them as a one year only (2012) option.

FY13 Chapter Land Vice-Chair Rufo inquired if there was any clarification needed on Chapter Land or if board members had any questions. There were none.

2012 Town Meeting –Warrant Articles: Board reviewed final version of Board Article to update and revise *Article 19-8 Board of Assessors* for town meeting. The review was guided by B Cummings, who together with Director Brideau took the leadership role in the re-drafting of the article to current assessing standards and the encouragement of transparency of the assessing process.

After the board was given time to read and ask any questions or clarifications, a motion was made by B Cummings “Move that the Board of Assessors submit to the Selectmen for consideration for inclusion in the 2012 Annual Town Meeting warrant an article entitled “Warrant Article to Amend Chapter 19 of the Town Code.” S Rufo seconded. Vote-unanimous by voice.

Topics not reasonably anticipate by the Chair 48 hours in advance of Meeting: There were none.

Thoughts and Concerns from BoA Members:

M Upton made inquiries on the following topics:

New GIS System: Director Brideau gave an update of the status of the new GIS system and its improved capabilities.

Full List and Measure Program: The second phase of the project is scheduled to begin at the beginning of March dependent on weather conditions. The north section of town is the planned area. This location follows the plan of visiting the sections of town that may not have been visited in some time, aside from sale and building permit activity. The areas visited will stay within their immediate geographic location to maximize the number of properties to be inspected. Letters of notification will be sent in coordination of Vision's anticipated visit schedule. M Upton will work on a public relations piece to encourage homeowner cooperation.

Public Comment: No public in attendance.

The next meeting is "to be determined" based on the activity of the office and required board action. The Vice-Chair/Director will notify board members of a meeting date accordingly.

A motion to adjourn the meeting was made at 8:40 pm.

Respectfully submitted.


Susan Rufo