

Board of Assessors
Meeting: May 7, 2012
Wayland Town Building

A draft of BOA minutes for the meeting of May 7th was misplaced. The following is an attempt to recreate the minutes based on the agenda and signed documents from the 7th of May.

Meeting called to order by Chair Bruce Cummings

Present: Members: Chair Bruce Cummings, Vice-Chair Susan Rufo, Molly Upton
Staff: Director Ellen Brideau, Assistant Assessor Denise Ellis
Public: No Public in Attendance

Assistant Assessor: The Board of Assessors greeted the new Assistant Assessor, Denise Ellis and welcomed her to the Department

Minutes: from March 19th and April 2nd approved

Correspondence and Documents for BoA Signature:

Correspondence: none

Documents presented by Director Brideau for board review and consideration:

Month End Reports- Real Estate and CPA Fiscal 2012 Abatements \$10,160.83
Elderly Real Estate, CPA, and CB Exemptions \$53,971.57
Motor Vehicle Excise Abatements \$5,529.92

Director Month Activity Report: (see attachment) – Office Activity Report April 2012
Director Brideau reviewed the report as outlined.

FY 12 Abatement Application Review:

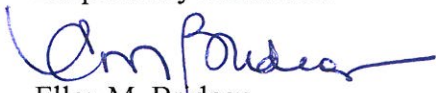
ATB cases: Executive session by roll call vote

Topics Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting, if any: None

Thoughts and Concerns of BoA: None

Public Comment: No public in attendance.

Respectfully submitted.


Ellen M. Brideau
Director of Assessing

Assessing Department

Recap of Office Activity April 2012

Property Inspections

- ❖ Property visits – 13 Sales, 2 Abatements, 2 ATB, 1 Quality Control

ATB

- ❖ 2 Cases scheduled for 4/18 did not show for ATB scheduled hearing
 - 1 Dismissed, 1 ATB will follow-up

Full Measure and List

- ❖ As of week ending May 4, 2012 – 150 properties were measured with 80 interiors
- ❖ Project Status Report Attached from Vision Government Solutions

Senior Tax Relief Committee

- ❖ E. Brideau attended the Senior Tax Relief committee meeting on 4/24/12 at the request of the COA Director. E. Brideau presented an overview of the current programs and answered committee member's questions.

Staff Training

- ❖ D. Ellis attended a Vision workshop on advanced data entry
- ❖ All staff attended a dinner meeting regarding MASSGis in Worcester
- ❖ E. Brideau and D. Ellis attended the NRAAO annual conference. Both completed USPAP as well as three workshops, Land Valuation and Mass Appraisal, Lincoln Institute presentation on Pilots and rural land, Foreclosure and Short Sales

Office Staffing

- ❖ J. Marchant will be assisting the office staff with data collection and office work
- ❖ Administrative Assessor position is still vacant