

DATE OF MEETING: MONDAY, FEBRUARY 25TH, 2013

TIME OF MEETING: 7:30 PM

PLACE OF MEETING: TOWN BUILDING

The meeting was called to order at 7:40pm by Chairman, B. Cummings.

Present: Members: Chair Bruce Cummings, Vice-Chair Susan Rufo, Molly Upton
Staff: Director Ellen Brideau, Administrative Assessor Jessica Marchant
Public: None

Public Participation Note: Resident George Harris has withdrawn his warrant article regarding public comment at BOA meetings.

Procedure for Public Participation was clarified as follows: A resident can call the office to request time at a meeting. The Chair has the authority to determine if and when a resident will receive a scheduled time slot at a meeting.

Correspondence

S. Rufo signed her copy of the Acknowledgement of Receipt of Conflict of Interest Law Summary that other board members had previously signed.

Director Brideau presented a letter from National Grid requesting an extension for filing the 2014 Form of List.

Director Brideau mentioned the Hear Report that the Assessing Office is putting together for the Town Meeting in April. It lists all of the sales from 2012. The list was shown to the board.

Minutes

M. Upton moved to approve the minutes of January 14th 2013. B. Cummings seconded. Minutes were approved by a vote of two in favor, one abstained.

M. Upton moved to approve the minutes of February 4th 2013. S. Rufo seconded. **Vote: Unanimous**

Documents for BOA Signature

Month End Reports

Six month end reports were signed by the board.

Warrants/Commitments

Warrants and Commitments presented to and signed by the board included:

Real Estate:	\$25,777,853.94
CPA:	\$324,796.27
Excise:	\$14,176.61
Excise:	\$1,576,890.00

***Real Estate Exemption Applications**

Upon recommendation from Director Brideau, the board signed and accepted seven real estate exemption applications and denied one real estate exemption application based on income and asset qualifications.

***Real Estate Deferral Applications**

Upon recommendation from Director Brideau, the board signed and accepted two real estate deferral applications because they meet the criteria.

***Circuit Breaker Applications**

Director Brideau recommended the board approve the 13 circuit breaker applications presented that have been reviewed and meet the criteria. S. Rufo moved to approve the 13 circuit breaker applications. M. Upton seconded. **Vote: Unanimous.** Circuit breaker approval was signed by the board.

***Real Estate CPA Exemption Applications**

Director Brideau recommended the board approve the 39 CPA exemption applications presented that have been reviewed and meet the criteria. M. Upton moved to approve the applications. S. Rufo seconded. **Vote: Unanimous.** CPA approval was signed by the board.

***FY'13 Real Estate and Personal Property Abatements**

Director Brideau recommended the board approve the seven real estate abatement applications and two personal property abatement applications presented that have been reviewed and meet the criteria. M. Upton moved to approve the real estate and personal property abatements as reviewed by Director Brideau. S. Rufo seconded. **Vote: Unanimous**

Appointment of Administrative Assessor

The Board signed the appointment form for Jessica Marchant to be appointed as Administrative Assessor.

I&E fee Waiver Request A business in Wayland asked the board to waive the \$250 fee for not filing their I & E form. The filer misunderstood the frequency with which to file. They thought it was every three years, not every year. This business has filed in the past and has filed already for 2014. The board agreed to waive the fee in this instance.

FY 2014 Interim Update

Director Brideau presented a proposal for Vision Government Solutions to assist with the FY'14 real estate interim update of values. Director Brideau recommends rehiring Vision for this service. The board accepted the proposal by signature.

2012 Sales Report

Director Brideau presented the 2012 Sales report and clarified questions from the Board.

Discussion on Meeting Minute Approval Procedures

The Board discussed a proposal to standardize the procedure for meeting minute approval. The new procedure was adopted and will take effect with the minutes for February 25th, 2013.

Topics not reasonably anticipated by the Chair 48 hours in advance of Meeting, if any. None.

Thoughts and Concerns from BOA members

M. Upton would like to discuss the full list and measure contract with Vision. This will be on the agenda for the next meeting.

Public Comment None.

The next BOA meeting will be held either March 18th or 25th, 2013.

Meeting Adjourned:

M. Upton moved to adjourn at 8:13pm. S. Rufo seconded. **Vote: Unanimous.**

Respectfully Submitted,
Jessica Marchant

*Each Board member has the opportunity to review each application before the vote.

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

TO: TOWN ACCOUNTANT/FINANCE DIRECTOR
TREASURER/COLLECTOR

RE: LEVY OF **FISCAL 2013 EXEMPTION**
DUE IN THE MONTH OF JANUARY 2013

<u>TYPE/REASON</u>	<u>QUANTITY</u>	<u>TOTAL</u>
ELDERLY EXEMPTIONS	56	\$49,420.37
CPA	.	\$ 687.22
TOTAL EXEMPTIONS	153	\$ 50,107.59

You are hereby notified that taxes were abated/exempted, as specified in the above schedule, to the aggregate amount of **FIFTY THOUSAND ONE HUNDRED SEVEN DOLLARS AND FIFTY NINE CENTS.**

Bob Blum

Susan Ruff

Mary R. Upton

BOARD OF ASSESSORS
WAYLAND

Date: 2/25/13



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

TO: TOWN ACCOUNTANT/FINANCE DIRECTOR
TREASURER/COLLECTOR

RE: LEVY OF **FISCAL 2012 EXEMPTION**
DUE IN THE MONTH OF **JANUARY 2013**

<u>TYPE/REASON</u>	<u>QUANTITY</u>	<u>TOTAL</u>
CB EXEMPTIONS	4	\$3,920.00
TOTAL EXEMPTIONS	4	\$3,920.00

You are hereby notified that taxes were abated/exempted, as specified in the above schedule, to the aggregate amount of **THREE THOUSAND NINE HUNDRED TWENTY DOLLARS AND NO CENTS.**

Bob Blum

Auson M. Quip

Mary R. Upton

BOARD OF ASSESSORS
WAYLAND

Date: 2/25/13



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

TO: TOWN ACCOUNTANT/FINANCE DIRECTOR
TREASURER/COLLECTOR

RE: LEVY OF **FISCAL 2012 EXEMPTION**
DUE IN THE MONTH OF **DECEMBER 2012**

<u>TYPE/REASON</u>	<u>QUANTITY</u>	<u>TOTAL</u>
CB EXEMPTIONS	2	\$1960.00
TOTAL EXEMPTIONS	2	\$1960.00

You are hereby notified that taxes were abated/**exempted**, as specified in the above schedule, to the aggregate amount of **ONE THOUSAND NINE HUNDRED SIXTY DOLLARS AND NO CENTS.**

B. Blum

James M. Rufo

May R. Upton

BOARD OF ASSESSORS
WAYLAND

Date: 2/25/13

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

TO: TOWN ACCOUNTANT/FINANCE DIRECTOR
TREASURER/COLLECTOR

RE: LEVY OF FISCAL 2013 RE ABATEMENT
DUE IN THE MONTH OF JANUARY 2013

<u>TYPE/REASON</u>	<u>QUANTITY</u>	<u>TOTAL</u>
RE ABATEMENT	5	\$ 6,569.22
CPA		\$ 98.54
	TOTAL	\$ 6,667.76

You are hereby notified that taxes were **abated**, as specified in the above schedule, to the aggregate amount **SIX THOUSAND SIX HUNDRED SIXTY SEVEN DOLLARS AND SEVENTY SIX CENTS**

B. Blum
Susan M. Crife
Mary R. Upton

BOARD OF ASSESSORS
WAYLAND

Date: 2/25/13

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

TO: TOWN ACCOUNTANT/FINANCE DIRECTOR
TREASURER/COLLECTOR

RE: **EXCISE ABATEMENT**
DUE IN THE MONTH OF JANUARY 2013

<u>TYPE/REASON</u>	<u>QUANTITY</u>	<u>TOTAL</u>
60A (2012)	15	\$684.07
60A (2011)	4	\$343.54
	TOTAL	\$1,027.61

You are hereby notified that excise taxes were abated, as specified in the above schedule, to the aggregated amount of **ONE THOUSAND TWENTY SEVEN DOLLARS AND SIXTY ONE CENTS.**

Bob Slenny

Susan M. Rufe

Mary R. Upton

BOARD OF ASSESSORS
WAYLAND

Date: 2/25/13

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

TO: TOWN ACCOUNTANT/FINANCE DIRECTOR
TREASURER/COLLECTOR

RE: **EXCISE ABATEMENT**
DUE IN THE MONTH OF DECEMBER 2012

<u>TYPE/REASON</u>	<u>QUANTITY</u>	<u>TOTAL</u>
60A	18	\$656.36
	TOTAL	\$656.36

You are hereby notified that excise taxes were abated, as specified in the above schedule, to the aggregated amount of **SIX HUNDRED FIFTY SIX DOLLARS AND THIRTY SIX CENTS.**

P. Blum

Susan H. Ruff

Mary R. Upton

BOARD OF ASSESSORS
WAYLAND

Date: 2/25/13

REAL ESTATE ASSESSORS WARRANT TO COLLECTOR

COMMONWEALTH OF MASSACHUSETTS

**WAYLAND
OFFICE OF THE BOARD OF ASSESSORS**

To: *Paul Keating Jr., Collector of Taxes, for Wayland, in the County of SOUTH MIDDLESEX,*

GREETINGS:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the tax list herewith committed to you in the amount of the tax assessed to each such person on **REAL ESTATE** as therein set forth, with interest, the sum total of such list being **TWENTY FIVE MILLION SEVEN HUNDRED SEVENTY SEVEN THOUSAND, EIGHT HUNDRED FIFTY THREE DOLLARS and NINETY FOUR CENT S(\$25,777,853.94)**, which is the whole amount, exclusive of betterment and special assessments of water liens, assessed to all persons known to us to be liable to taxation on **REAL ESTATE** situated in **WAYLAND** for state, county, city or town purposes, and for overlay.

And you are to pay over said taxes and interest to **PAUL KEATING JR.**, Treasurer of **WAYLAND**, or to his successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the Treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said taxes and interest with your tax list and of your doings thereon at such times as the Assessors shall in writing require.

But you are to complete, and make up an account of, the collection of the whole sum hereby committed to you, with interest, on or before June 30 of the fiscal year to which said tax list relates.

And if a person refuses or neglects to pay his tax for fourteen days after demand, you shall issue a warrant to collect said tax including interest, charges and fees. If a person refuses or neglects to pay his tax after you or your designee have notified the person by mail or other means that a warrant to collect has been issued, and you or your designee have exhibited a copy of the said warrant to collect, or delivered a copy thereof to the taxpayer, or left it at his last and usual place of abode, or of business, you or your designee may request a hearing in the district court having jurisdiction. If the court finds that the debt is owed and there is sufficient property and an ability to pay, a warrant to distrain or commit and take the body of such person and commit him to jail shall issue to you or your designee to serve upon said person, according to law. Upon the issuance of the warrant to distrain or commit, you or your designee shall proceed to enforce the collection of said tax in accordance with the provisions of said court warrant.

And in the levy and collection of the amounts hereby committed to you, and of interest, charges, and fees as provided by law, you are to have and to exercise all the powers conferred by the laws of the Commonwealth upon collectors of taxes.

Given under our hands this 25th day of February 2013.

[Signature]
.....

Susan M. Qufo
.....

Mary R. Upton
.....

..... **Board of Assessors of Wayland**

CPA (Community Preservation Act) ASSESSORS WARRANT TO COLLECTOR

COMMONWEALTH OF MASSACHUSETTS

WAYLAND
OFFICE OF THE BOARD OF ASSESSORS

To: *Paul Keating Jr., Collector of Taxes, for Wayland, in the County of SOUTH MIDDLESEX,*

GREETINGS:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the tax list herewith committed to you in the amount of the tax assessed to each such person on **COMMUNITY PRESERVATION ACT** as therein set forth, with interest, the sum total of such list being **THREE HUNDRED TWENTY FOUR THOUSAND SEVEN HUNDRED NINETY SIX DOLLARS and TWENTY SEVEN CENTS (\$324,796.27)**, which is the whole amount, exclusive of betterment and special assessments of water liens, assessed to all persons known to us to be liable to taxation on **REAL ESTATE** situated in **WAYLAND** for state, county, city or town purposes, and for overlay.

And you are to pay over said taxes and interest to **PAUL KEATING JR.**, Treasurer of **WAYLAND**, or to his successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the Treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said taxes and interest with your tax list and of your doings thereon at such times as the Assessors shall in writing require.

But you are to complete, and make up an account of, the collection of the whole sum hereby committed to you, with interest, on or before June 30 of the fiscal year to which said tax list relates.

And if a person refuses or neglects to pay his tax for fourteen days after demand, you shall issue a warrant to collect said tax including interest, charges and fees. If a person refuses or neglects to pay his tax after you or your designee have notified the person by mail or other means that a warrant to collect has been issued, and you or your designee have exhibited a copy of the said warrant to collect, or delivered a copy thereof to the taxpayer, or left it at his last and usual place of abode, or of business, you or your designee may request a hearing in the district court having jurisdiction. If the court finds that the debt is owed and there is sufficient property and an ability to pay, a warrant to distrain or commit and take the body of such person and commit him to jail shall issue to you or your designee to serve upon said person, according to law. Upon the issuance of the warrant to distrain or commit, you or your designee shall proceed to enforce the collection of said tax in accordance with the provisions of said court warrant.

And in the levy and collection of the amounts hereby committed to you, and of interest, charges, and fees as provided by law, you are to have and to exercise all the powers conferred by the laws of the Commonwealth upon collectors of taxes.

Given under our hands this 25TH day of FEBRUARY, 2013.

Bob [Signature]
.....

Susan M. [Signature]
.....

Mary R. Upton
.....

Board of Assessors of *Wayland*

YEAR 2012

ASSESSORS WARRANT TO COLLECTOR
MOTOR VEHICLE AND TRAILER EXCISE
SEVENTH COMMITMENT 2012-07



THE COMMONWEALTH OF MASSACHUSETTS
WAYLAND
OFFICE OF THE BOARD OF ASSESSORS

To**Paul W. Keating, Jr.**..... Collector of Taxes for

.....**Wayland**.....In the County of**Middlesex**...

Greeting:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the excise list herewith committed to you the amount of the MOTOR VEHICLE AND TRAILER EXCISE assessed to each such person for the privilege of registration, as therein set forth, with interest, the sum total of such list being **FOURTEEN THOUSAND ONE HUNDRED SEVENTY SIX DOLLARS AND SIXTY ONE CENTS**. (\$14,176.61)

And you are to pay over said taxes and interest to ...**Paul W. Keating, Jr.**...Treasurer of **Wayland**, or to his successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said excises and interest with your tax list and of your doings thereon at such times as the assessors shall in writing require.

But you are to complete, and make up an account of, the collection of the whole sum hereby committed to you, with interest, on or before December 31 of the current year.

And if a person refuses or neglects to pay his excise for fourteen days after demand, you shall issue a warrant to collect said excise including interest, charges and fees. If a person refuses or neglects to pay his excise after you or your designee have notified the person by mail or other means that a warrant to collect has been issued, and you or your designee have exhibited a copy of the said warrant to collect, or delivered a copy thereof to the taxpayer, or left it at his last and usual place of abode, or of business, you or your designee may request a hearing in the district court having jurisdiction. If the court finds that the debt is owed and there is sufficient property and an ability to pay, a warrant to distrain or commit and take the body of such person and commit him to jail shall issue to you or your designee to serve upon said person, according to law. Upon the issuance of the warrant to distrain or commit, you or your designee shall proceed to enforce the collection of said excise in accordance with the provisions of said court warrant.

And in the levy and collection of the amounts hereby committed to you, and of interest, and charges, and fees as provided by law, you are to have and to exercise all the powers conferred by the laws of this Commonwealth upon collectors of taxes.

Given under our hands this 25th day of February, 2013

BeBlumung

Board of Assessors

Susan M. Goff

Of Wayland

Mary R. Upton

YEAR 2013

ASSESSORS WARRANT TO COLLECTOR
MOTOR VEHICLE AND TRAILER EXCISE
FIRST COMMITMENT 2013-01



THE COMMONWEALTH OF MASSACHUSETTS
WAYLAND
OFFICE OF THE BOARD OF ASSESSORS

To**Paul W. Keating, Jr.**..... Collector of Taxes for
.....**Wayland**.....In the County of**Middlesex**...

Greeting:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the excise list herewith committed to you the amount of the MOTOR VEHICLE AND TRAILER EXCISE assessed to each such person for the privilege of registration, as therein set forth, with interest, the sum total of such list being **ONE MILLION FIVE HUNDRED SEVENTY SIX THOUSAND EIGHT HUNDRED NINETY DOLLARS AND NO CENTS.** (\$1,576,890.00)

And you are to pay over said taxes and interest to ...**Paul W. Keating, Jr.**...Treasurer of **Wayland**, or to his successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said excises and interest with your tax list and of your doings thereon at such times as the assessors shall in writing require.

But you are to complete, and make up an account of, the collection of the whole sum hereby committed to you, with interest, on or before December 31 of the current year.

And if a person refuses or neglects to pay his excise for fourteen days after demand, you shall issue a warrant to collect said excise including interest, charges and fees. If a person refuses or neglects to pay his excise after you or your designee have notified the person by mail or other means that a warrant to collect has been issued, and you or your designee have exhibited a copy of the said warrant to collect, or delivered a copy thereof to the taxpayer, or left it at his last and usual place of abode, or of business, you or your designee may request a hearing in the district court having jurisdiction. If the court finds that the debt is owed and there is sufficient property and an ability to pay, a warrant to distrain or commit and take the body of such person and commit him to jail shall issue to you or your designee to serve upon said person, according to law. Upon the issuance of the warrant to distrain or commit, you or your designee shall proceed to enforce the collection of said excise in accordance with the provisions of said court warrant.

And in the levy and collection of the amounts hereby committed to you, and of interest, and charges, and fees as provided by law, you are to have and to exercise all the powers conferred by the laws of this Commonwealth upon collectors of taxes.

Given under our hands this 25th day of February, 2013

Bob Leung
.....
Ann M. O'Neil
.....
Mary R. Upton
.....
.....
.....

Board of Assessors
Of Wayland

FISCAL YEAR 2013

NOTICE OF COMMITMENT 2013 – THIRD & FOURTH QTRS

The Commonwealth of Massachusetts
The Town of Wayland
Office of the Board of Assessors

To: Town Accountant/Finance Director

You are hereby notified that a **Commitment**, as shown below, has this day been made by the Board of Assessors to Paul W. Keating Jr. the Collector of taxes.

TAX:	AMOUNT OF COMMITMENT
PERSONAL PROPERTY TAX	\$ 363,329.95
REAL ESTATE TAX	\$ 25,777,853.94
COMMUNITY PRESERVATION ACT TAX.....	\$ 324,796.27
OMITTED ASSESSMENT:	

REAL ESTATE TAX	\$ 0.00
PERSONAL PROPERTY	\$ 0.00

ALL SPECIAL ASSESSMENTS

STREET BETTERMENT.....	\$ 7,123.16
TITLE V BETTERMENT.....	\$ 4,818.34
WASTE WATER	\$17,132.50

LIENS:

LIEN FEE.....	\$ 6,250.00
WATER LIEN.....	\$160,275.78

FINES:

INCOME & EXPENSE.....	\$ 9,750.00
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INTEREST:

STREET	\$ 3,328.47
TITLE V.....	\$ 2,000.83
WASTE WATER.....	\$ 6,853.00

Board of Assessors
Wayland

[Signature]

[Signature]

[Signature]

Date: FEBRUARY 25, 2013



Town of Wayland
41 COCHITUATE ROAD
WAYLAND MASSACHUSETTS 01778
www.wayland.ma.us TEL. 508-358-3788

OFFICE STAFF
Ellen M. Brideau, MAA Director Assessing
Denise Ellis, Assistant Assessor
Jessica Marchant, Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS
Bruce Cummings, Chairman
Susan Rufo, Vice Chairperson
Jayson Brodie
Molly Upton
Zachariah L. Ventress

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY 13 REAL ESTATE EXEMPTION APPLICATIONS
DATE: 2/25/2013

The following seven real estate exemption applicants meet the criteria for their respective exemption clauses and are recommended for approval.

PID	CLS	NAME	FIRST	NO	ADDRESS
43A-012	22	COADY	BARBARA	15	CEDAR CREST ROAD
48-097	22	HAND	PAUL	38	RICE ROAD
10-023	22	SULMONETTI	PHYLLIS	32	MOORE ROAD
51C-040	37	SMITH	LILIANE & ALFRED	42	PEMBERTON ROAD
42B-032	17D	LAVERS	RUTH	41	STONEBRIDGE ROAD
51C-074	17D	NEWHALL	NANCY	99	DUDLEY ROAD
46D-047	41C	TETI	NANCY F	251	LAKESHORE DRIVE

2/25/2013

Bob Blumenthal
Susan A. Rufo
Mary R. Upton



Town of Wayland
41 COCHITUATE ROAD
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OFFICE STAFF
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Denise Ellis, Assistant Assessor
Jessica Marchant, Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS
Bruce Cummings, Chairman
Susan Rufo, Vice Chairperson
Jayson Brodie
Molly Upton
Zachariah L. Ventress

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY 13 REAL ESTATE TAX DEFERRALS
DATE: 2/25/2013

The following two real estate deferral applicants meet the criteria for a tax deferral and are recommended for approval.

PAR ID	NO	ADDRESS	LAST	FIRST
47A-080	99	DUDLEY ROAD	NEWHALL	NANCY
46D-047	251	LAKESHORE DRIVE	TETI	NANCY

2/25/2013
[Handwritten Signature]
Susan M. Rufo
Molly R. Upton



Town of Wayland
 41 COCHITUATE ROAD
 WAYLAND MASSACHUSETTS 01778
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 Denise Ellis, Assistant Assessor
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 Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS
 Bruce Cummings, Chairman
 Susan Rufo, Vice Chairperson
 Jayson Brodie
 Molly Upton
 Zachariah L. Ventress

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY 13 CIRCUIT BREAKER APPLICATIONS
DATE: 2/25/2013

The following thirteen circuit breaker applicants meet the criteria for the town match and are recommended for approval.

PAR ID	No.	ADDRESS	LAST NAME	FIRST
46D-039	185	WEST PLAIN ST	ALLEN	VERA
47B-028	10	SOUTH ST	BLAIS	MARY
03-007	199	OXBOW RD	COX	ROSE M
52-113	35	DEAN RD	DICESARE	PAULINE
43D-014	287	COCHITUATE RD	DYER	JOHN
42D-129	27	WOODLAND RD	GERMAIN	NANCY
04-045	302	CONCORD RD	KILPATRICK	JOHN
46D-135	11	EDGEWOOD RD	KWARTA	JOANNE
46B-038	5	SYCAMORE RD	LAGASSE	ELEANOR
42D-122	41	PINE RIDGE RD	LAUGHLIN	JOHN
51B-009	3	WILLOW LN	MORRALE	ADELINE
07-015	10	SHERMAN BRIDGE RD	RIDOUT JR	THEODORE C
38-103	8	ROLLING LN	SALERNO	CHARLES & ELIZABETH

5/25/2013

B. Cummings
Susan M. Rufo
Mary R. Upton



Town of Wayland
41 COCHITUATE ROAD
WAYLAND MASSACHUSETTS 01778
www.wayland.ma.us TEL. 508-358-3788

OFFICE STAFF
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Denise Ellis, Assistant Assessor
Jessica Marchant, Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS
Bruce Cummings, Chairman
Susan Rufo, Vice Chairperson
Jayson Brodie
Molly Upton
Zachariah L. Ventress

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY 13 REAL ESTATE CPA EXEMPTIONS
DATE: 2/25/2013

The following thirty nine Real Estate CPA Exemption applicants meet the criteria for the exemption and are recommended for approval.

PAR ID	NO	ADDRESS	LAST	FIRST
45-099D	15	PICKWICK WAY	AKASHIAN	SANDRA
40-053A	11	STEEPLETREE	BERNSTEIN	ROBERT S.
51D-051	10	SOUTH STREET	BLAIS	MARY
50-082	65	EDGEWOOD ROAD	BOULAY	MARGARET
51A-059	120	WEST PLAIN STREET	BURKE	ANITA
32-005	174	PELHAM ISLAND	CARISTO	JANET
07-044	3	TALLY HO LANE	COLELLA	STEPHEN J
03-007	199	OXBOW RD	COX	ROSE M
44-084	41	WOODRIDGE RD	DAVIES	DAWN
37-003	8	ANTHONY RD	DEFIORIO	PATRICIA
51A-014	7	PLEASANT STREET	DYER	IRENE
046D-110	8	ORCHARD LN	GALLAGHER	DIANE
44-003	135	WOODRIDGE	GROSS	AARON & LOUISE M.
38-144	3	KELSEY ROAD	JACOBSEN	PAROOHY/ALF
46B-045	2	CHESTNUT ROAD	JAKOBSONS	BIRUTA
51D-073	12	WINTER ST	JOHNSON	BENJAMIN
18-007	84	OLD SUDBURY RD	KENNEDY	FRANCIS
30-080	110	BOSTON POST RD	LATTORE	EDWARD
42D-122	41	PINE RIDGE ROAD	LAUGHLIN	JOHN L.
42B-032	41	STONEBRIDGE RD	LAVERS	RUTH & KEN

Bruce Cummings
Susan J. Rufo
Molly R. Upton

2/25/13

02/25/2013

PAR ID	NO	ADDRESS	LAST	FIRST
28-009	44	JEFFREY RD	LEVITAN	MARJORIE
19-061	21	ADAMS LN	LOCKE	MARIA
36C-023	226	STONEBRIDGE RD	MCKEEBY	FRANCES
50-011	60	FULLER RD	McMULLIN	PATRICIA
25-040	14	SYLVAN WAY	MILLS	ROBERT L
47A -080	99	DUDLEY ROAD	NEWHALL	NANCY
24A/001	24	BAYFIELD RD	PAGANO	ALFRED
61A-068	116	WEST PLAIN STREET	PATTERSON	ELIZABETH ANN
051C-017	14	SHAWMUT AVE	ROBERTS	FRED H.
34-044	37	FORTY ACRES DR	ROSENBERG	HAROLD
47B-028	28	SUNSET RD	SCHNEPEL	MAYBELLE
50 -022	12	AMEY ROAD	SHANLEY	PHYLLIS
11-051	4	PEARTREE LN	SMILSKALNS	RUTA
51C-040	42	PEMBERTON RD	SMITH	LILLIAN
35-005C	8	ASTRA	SULLIVAN	STEPHEN J
46D-047	251	LAKESHORE DRIVE	TETI	NANCY
043C-017	17	ALGONQUIN PATH	VINCIULLA	ELLEN P.
51A-084	21	KING ST	WEBB	ALTON
45 -048	21	STEEPLETREE	WINER	BERTRAM



Town of Wayland
41 COCHITUATE ROAD
WAYLAND MASSACHUSETTS 01778
www.wayland.ma.us TEL. 508-358-3788

OFFICE STAFF

Ellen M. Brideau, MAA Director Assessing
Denise Ellis, Assistant Assessor
✓ Jessica Marchant, Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS
Bruce Cummings, Chairman
Susan Rufo, Vice Chairperson
Jayson Brodie
Molly Upton
Zachariah L. Ventress

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY 13 REAL ESTATE AND PERSONAL PROPERTY ABATEMENTS
DATE: 2/25/2013

I reviewed the following ^{See Eric} eight real estate abatement applications and two personal property abatement applications with Susan Rufo and Molly Upton. All are recommended for approval.

Real Estate:

Map	Lot	No.	Street
4	16	12	GRAYBIRCH LN
4	7	43	RED BARN RD
		--	
40	017A	124	RICE RD
47B	16	18	DUDLEY RD
18	36	47	OLD SUDBURY RD
18	037A	49	OLD SUDBURY RD
18	023A	2	BARLEY LN

2/25/2013
B. Cummings
Susan R. Rufo
Molly R. Upton

Personal Property:

Acct. Number	Business
103460	Chertavian, Elaine
102580	Girolamo, Ann



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OFFICE STAFF

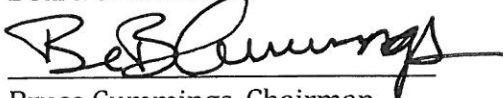
Ellen M. Brideau, MAA Director Assessing
Denise Ellis, Assistant Assessor
Jessica Marchant, Administrative Assessor
Savitri Ramgoolam, Department Assistant

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Jayson Brodie
Molly Upton
Zachariah L. Ventress

To Jessica Marchant from Brookline, NH, you are hereby appointed to Administrative Assessor for a term of permanent, pursuant to law.

Board of Assessors



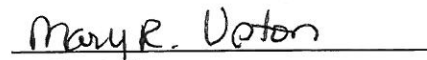
Bruce Cummings, Chairman



Susan Rufo, Vice Chair

Jayson Brodie

Zachariah L. Ventress



Molly R. Upton

For this appointment to be valid, law requires that you present yourself in person to the Town Clerk so that the following may be completed.

Then personally appeared the above named Jessica Marchant in Wayland, MA and took the oath to qualify as Administrative Assessor as above appointed.

Before me,

Appointee's Signature

Town Clerk

Cc: Board of Assessors

Date: _____

PROCEDURE FOR MEETING MINUTE APPROVAL

1. Minute taker takes minutes at board meeting #1, then types up a draft.
2. Draft minutes for meeting #1 are included in pre-meeting board member packets for individual review. Nothing in the packet may be discussed with anyone until board meeting #2.
3. At board meeting #2, the board discusses and confirms changes to be made to draft minutes #1.
4. Option 1- The board is allowed at that point to approve the minutes for meeting #1 as amended.

Option 2- The minute taker can make the changes to minutes #1 after meeting #2 and send out the final draft of minutes #1 in the meeting #3 packet.

NOTES:

*Because the BOA does not meet frequently, it is more efficient to approve the minutes as amended so they may be posted to the website in a timely manner.

The minute taker can include line numbers in the draft minutes if that eases the amendment process.