

**Wayland Board of Assessors
Town Building- Assessor's Office
41 Cochituate Rd Wayland MA 01778
Monday, March 20, 2017**

Attendees: Chair- S. Rufo, Vice Chair- J. Brodie, Z. Ventress, Director of Assessing E. Brideau, Assistant Assessor D. Clarke and Administrative Assessor J. Marchant
Public: Steve Glovsky, Molly Upton

Meeting called to order

S. Rufo called the meeting to order at 7:15pm and welcomed Steve Glovsky who was in attendance as a potential board member.

Review of minutes from February 27, 2017

**Z. Ventress moved to approve the minutes of February 27, 2017 as submitted. J. Brodie seconded.
Vote: All in favor**

Tax Collector Request to abate Uncollectible Excise Motor Vehicle and Personal Property

Treasurer/Collector Z. Pierce and HR Director J. Senchyshyn could not make it to this meeting. Due to town meeting, their next opportunity to attend will probably be in April.

Overlay Review

This topic was to be discussed with the Finance Director. S. Rufo invited B. Keveny to tonight's meeting, but he declined.

Dave Watkins- Finance Committee Chair contacted S. Rufo about reviewing the overlay in January/ February and she explained to him that timeframe doesn't work in the Assessor's calendar due to real estate abatements occurring in January. They discussed having the boards get together to compare schedules to find a time of year to review the overlay that works for both groups.

The overlay account is governed by DOR restrictions and includes money for abatements, ATB cases, Valor Act funds, tax- relief exemptions and circuit breaker match which currently isn't due until six months into the fiscal year. All of this affects the overlay amount as well as the time of year the money may be returned.

The board is hoping to find another time to have that overlay discussion with the Finance Committee.

Correspondence

Director Brideau was asked by B. Doucette in the procurement office to find alternative funding sources for legal fees for ATB cases that have occurred. Director Brideau asked to view the invoices for these hours to confirm they were for ATB cases. She hasn't seen them yet.

Z. Ventress asked about and learned that it is not general practice for Director Brideau to review or approve Town Counsel hours having to do with Assessor's ATB cases. She has never been asked to do it. If the Assessing Department needs to budget for these cases moving forward, the BOA would like to see data on legal costs from the past five years of ATB cases for research to create a budget.

Items in bold include agenda items as posted, motions and votes.

Documents for BOA Signature (review)**Exemption Applications**

Director Brideau recommended three statutory exemptions for approval that have been reviewed and meet the criteria. The board signed their approval on the three individual applications.

Director Brideau recommended five CPA exemption applications for approval that have been reviewed and meet the criteria. **J. Brodie moved to accept the Director's recommendation to approve the five FY'17 CPA exemptions that have been reviewed and meet the criteria. Z. Ventress seconded.**

All in favor

Circuit Breaker Applications

Director Brideau recommended 22 circuit breaker applications for approval that have been reviewed and meet the criteria. **J. Brodie moved to accept the Director's recommendation to approve the 22 Circuit Breaker applications that have been reviewed and meet the criteria. Z. Ventress seconded.**

All in favor

Excise Warrant and Commitment

The board signed the second FY 17 motor vehicle excise warrant and commitment for \$188,551.61.

Topics not reasonably anticipated by the Chair 48 hours in advance of Meeting, if any

Director Brideau stated she will have an update for the board in April with regards to sales reports and trends for FY18.

S. Rufo stated C. Kane's resignation from the BOA becomes effective next Tuesday but she wasn't able to attend tonight's meeting. The BOA expressed their thanks for her services as a BOA member. She added a different perspective and level of experience to the board and will be missed.

Public Comment

Molly Upton asked about revising the circuit breaker due date. Director Brideau said she is in favor of it. The senior taxpayer relief committee was going to draft a warrant article addressing this, but they haven't. The BOA doesn't draft policy- they implement it.

Steve Glovsky mentioned he hopes to be back as a board member after the elections. He has registered for the required Course 101.

Thoughts and Concerns from BOA members

None

Enter into Executive Session:

Pursuant to MGL Chapter 30A, Section 21(a)(3) to review and consider for approval and potential release the Executive Session minutes of February 27, 2016 relative to the discussion of strategy with respect to Pending Appellate Tax Board Cases for: 400 Boston Post Rd, 440 Boston Post Rd, Andrew Ave and 4 Meadow View Rd

At 7:49pm, S. Rufo moved to enter into executive session pursuant to MGL Chapter 30A, Section 21(a)(3) to review and consider for approval and potential release the Executive Session minutes of February 27, 2016 relative to the discussion of strategy with respect to Pending Appellate Tax Board Cases for: 400 Boston Post Rd, 440 Boston Post Rd, Andrew Ave and 4 Meadow View Rd

J. Brodie seconded.

Items in bold include agenda items as posted, motions and votes.

The Chair declared that a public discussion relative to the executive session minutes of February 27th may have a detrimental effect on the litigating position of the Town.

Roll Call Vote: J. Brodie-yes, S. Rufo-yes, Z. Ventress- yes

The chair invited attendance by Director E. Brideau, Assistant Assessor D. Clarke and Administrative Assessor J. Marchant

The chair stated the board will reconvene in open session in approximately five minutes for the purpose of returning to open session.

Reconvene in Open Session

The board reconvened in open session at 7:53pm. S. Rufo stated while in executive session, the board voted to approve, but not to release the executive session minutes of February 27, 2017.

Next Meeting:

April 24th

Meeting Adjourned

J. Brodie moved to adjourn at 7:55pm. Z. Ventress seconded. Vote: All in favor

Respectfully submitted,
Jessica Marchant



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

OFFICE STAFF

Ellen M. Brideau, MAA Director of Assessing
Donald Clarke, MAA Assistant Assessor
Jessica Marchant, MAA Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS

Susan M. Rufo, Chair
Jayson Brodie, Vice Chair
Zachariah L. Ventress
Cheryl Kane

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING *amb*
SUBJECT: FY 17 COMMUNITY PRESERVATION ACT (CPA) EXEMPTION APPLICATIONS
DATE: 3/20/2017

I have reviewed the following five (5) CPA exemption applications and recommend approval:

PID	Last Name	First Name	No.	Address
45-099D	AKASHIAN	SANDRA	15	PICKWICK WAY
07-028	KIELY	MARY L	11	SHERMAN BRIDGE RD
51B-018	MACDONALD	CATHERINE	9	MELVILLE PL
46D-092	VIGNEAU	JANICE	12	FAIRFIELD RD
43C-017	VINCIULLA	ELLEN P.	17	ALGONQUIN PATH

Susan M. Rufo 3/20/2017
Jayson Brodie
Zachariah L. Ventress



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 Jayson Brodie, Vice Chair
 Zachariah L. Ventress
 Cheryl Kane

MEMO

TO: BOARD OF ASSESSORS
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY 17 CIRCUIT BREAKER MATCH APPLICATIONS
DATE: 3/20/2017

Susan M. Rufo 3/20/2017
Jayson Brodie
Zachariah L. Ventress

I have reviewed the following twenty two (22) Circuit Breaker Match applications and recommend approval:

PID	Last Name	First Name	No	Street Address
45-099D	AKASHIAN	SANDRA	15	PICKWICK WAY
51D-055	BACHE	JOANNE	22	HILL ST
18-076	BACKMAN	ROGER	7	EAST RD
04-091	BAKER	ANNA	3	WALTHAM RD
47C-058A	BANCROFT	HORACE	5	COTTAGE RD
04-076A	CAIN	LUCILLE	27	OXBOW RD
24-051	CONDIL	JAMES	23	LEE RD
43D-014	DYER	JOHN	287	COCHITUATE RD
51B-030	FERGUSON	JOAN	14	HILL ST
45-055B	FINE	HENRY&SHIRLEY	6	STEEPLETREE LN
38-144	JACOBSEN	PAROOHY	3	KELSEY RD
43A-60	KEUNG	WING MING	2	JUNIPER LN
07-028	KIELY	MARY	11	SHERMAN BRIDGE RD
51A-045	LIENARD	ELVIRA	14	FULLER RD
51B-018	MACDONALD	CATHERINE M	9	MELVILLE PL
25-040	MILLS	ROBERT	14	SYVAN WAY
46B-082	NORRIS	DONALD	431	OLD CONN PATH
24-056	SHERMAN	JUDITH	6	GLOVER
47B-087	SILVA	FRANCIS	32	PECK AVE
48-075	STANNEY	MARJORIE	18	AQUEDUCT RD
46D-092	VIGNEAU	JANICE	12	FAIRFIELD RD
43B-046	WELD	HOPE	10	HAPPY HOLLOW

FISCAL YEAR 2017

ASSESSORS WARRANT TO COLLECTOR
MOTOR VEHICLE AND TRAILER EXCISE
SECOND COMMITMENT 2017-02

THE COMMONWEALTH OF MASSACHUSETTS
WAYLAND
OFFICE OF THE BOARD OF ASSESSORS

ToZoe Pierce.....Collector of Taxes for
.....Wayland.....In the County ofMiddlesex...

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 HUNDRED EIGHTY EIGHT THOUSAND FIVE HUNDRED FIFTY ONE DOLLARS AND SIXTY ONE CENTS.** (\$188,551.61)

And you are to pay over said taxes and interest to ...Zoe Pierce Treasurer of **Wayland**, or to her 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 20TH day of MARCH, 2017

Suzanne M. Ruff
.....
Joseph M. Brodeur
.....
Zoe Pierce
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Board of Assessors
Of Wayland



FISCAL YEAR 2017

NOTICE OF SECOND COMMITMENT 2017

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 Zoe Pierce Collector of taxes.

TAX	AMOUNT OF COMMITMENT
MOTOR VEHICLE EXCISE	\$188,551.61
2017-02 COMMITMENT	
PERSONAL PROPERTY TAX	\$0.00
REAL ESTATE TAX	\$0.00
CONSERVATION PRESERVATION ACT TAX.....	\$0.00
OMITTED ASSESSMENT	
REAL ESTATE TAX	\$0.00
PERSONAL PROPERTY	\$0.00

ALL SPECIAL ASSESSMENTS

Board of Assessors
Wayland, MA 01778







DATE: 3/30/ 2017