

Minutes

Board of Assessors

Room 105

Tuesday, January 24, 2023

5:00 PM

The meeting convened at 5:06 PM in Room 105. Present were: Board members: Mary Greendale, chair, Jeffrey Marshall and Stephen Wang. Staff: Kevin Rudden.

1. Jeffrey Marshall made a motion, seconded by Stephen Wang, to approve the minutes for the January 17, 2023 board meeting and the January 17, 2023 executive session, as well as releasing the executive session minutes to the public. The motion carried 3-0-0.
2. Kevin Rudden reported that the proposed FY24 Board of Assessors' budget had been submitted to Town Administrator Travis Ahern by the January 20, 2023 deadline.

Mary Greendale discussed meeting with the Select Board when it meets with financial departments to review their proposed budgets, as was done last year. She asked Travis Ahern, who came into the meeting, if this could happen. The meeting with the Finance Committee to review the budget will be on February 28, 2023.

Travis Ahern told board members he had compiled all department requests into one overall budget and will next read all the departmental budget narratives. Mary Greendale asked him to let the board know his reaction to the board's request, and he agreed to do so.

3. Jeffrey Marshall made a motion, seconded by Stephen Wang, to approve the board's 2022 Annual report, including changes recommended by Mary Greendale and Jeffrey Marshall. The motion carried 3-0-0.

4. After a brief discussion about whether to hold “hybrid” meetings both in person and on webcast – an idea brought up by Stephen Wang at the January 17, 2023 board meeting – by consensus, the board members agreed to try it out for the January 31, 2023 meeting and all meetings in February, 2023.
5. Mary Greendale said she had invited Bryan Clancy, chair of the town’s Affordable Housing Committee, to attend the January 31, 2023 board meeting to discuss ways the two boards could cooperate.
6. Kevin Rudden gave the board updates on a variety of issues:
  - A kick-off meeting for installation of the mobile data tablets will take place on February 1, 2023.
  - Paul Sullivan has been hired as a contractor to work on cyclical inspections.
  - The PILOT agreement for the 39 Marshall Street solar array has been completed and is being forwarded to Travis Ahern for the Select Board to sign.
  - The incoming board chair will serve on the Taxation Aid Committee.
  - The Annual Town Meeting date has been changed to May 15, 2023.
  - Outreach meetings for veterans will be scheduled later in the year.
7. Kevin Rudden said he would like to bring the board a proposed policy to notify all property owners in writing when their assessment rises by more than 25%. Jeffrey Marshall thought a lower percentage would be more appropriate. Mary Greendale cautioned against taking on more tasks and costs until the Department of Revenue’s directives are met. Kevin Rudden will provide the board with actual numbers from the FY23 assessment on how many notifications would be involved at certain percentages.
8. - Stephen Wang made a motion at 6:02 PM, seconded by Jeffrey Marshall, to enter into an Executive Session to discuss confidential exemption and abatement application information, with the intent to return to public session. A roll call vote was taken, and the motion carried 3-0-0.

9. The board returned to public session at 6:40 PM. Stephen Wang made a motion, seconded by Jeffrey Marshall, to ratify the actions taken during Executive Session. The motion carried 3-0-0.

Stephen Wang made a motion at 6:405 PM, seconded by Jeffrey Marshall, to adjourn the meeting. The motion carried 3-0-0.