

ASSESSORS



KEVIN E. TAUGHER, Chair
 THOMAS R. REIDY, Clerk
 LYNN MASSON, Member

MELISSA L. COUTURE RIMBOLD, Associate Assessor

February 10, 2020

Minutes of meeting of February 10, 2020. Meeting was called to order at 9:10 a.m. Present at meeting were Mr. Kevin Taugher, Ms. Lynn Masson, Mr. Thomas Reidy and Mrs. Melissa Couture Rimbold.

Ms. Masson made a motion to accept the minutes from the meeting of January 27, 2020 as written. Mr. Reidy seconded the motion. Motion passes 3-0.

Old Business:

Mrs. Couture Rimbold stated that the exemption analysis is still a work in progress and she is hopeful to have a final product in a month or so.

Mrs. Couture Rimbold reminded the board about their discussion surrounding a small parcel of land on East Street previously listed as unknown (owner). She stated that pursuant to the board's request she contacted Department of Revenue (DOR) to verify what the process and/or procedure would be to request owner unknown assessment of this parcel from fiscal 2004 to fiscal 2017 in order to validate the prior assessments. She stated she was informed that a written request explaining the situation and action plan be submitted to Bureau of Municipal Finance Law. She stated she would draft a statement for the board's review.

The board then asked where the unknown owner and Land of Low value properties project stands. Mrs. Couture Rimbold stated this is listed later in the agenda for discussion but she will update the board now. She provided an update on her review as well as the Town Planner and Conservation Administrator's spreadsheets. She stated she is working to consolidate or link all of the information between the spreadsheets and she will provide this to all parties involved for next steps.

New Business:

Mrs. Couture Rimbold then presented the board with a request for filing extension for Crown Castle Fiber LLC. She indicated this is a new filing for fiscal 2020. She also provided email correspondence detailing the request is for a 30-day extension to April 1. Ms. Masson made a motion to allow the extension for Crown Castle Fiber LLC as requested to April 1. Motion seconded by Mr. Reidy. Motion passes 3-0.

Mrs. Couture Rimbold provided the board with the monthly abatement reports for January. She stated there are four (4) reports as follows:

- 2018 motor vehicle excise, 1 transaction totaling the amount of \$ 40.10
- 2019 motor vehicle excise, 21 transactions totaling the amount of \$3,137.95
- 2019 boat excise, 1 transaction totaling the amount of \$38.00
- 2020 real estate (exemptions), 226 transactions totaling the amount of \$138,719.26

Ms. Masson made a motion to approve the monthly abatement reports for January as presented. Motion seconded by Mr. Reidy. Motion passes 3-0.

Mrs. Couture Rimbold informed the board that Census 2020 campaign will be kicking off in March prior to the April 1 census date. She indicated that the town is promoting response to the census as it is important for the community. She indicated this will remain on future agendas for updates.

Mrs. Couture Rimbold then presented the board with a listing of one (1) additional exemption applicant that has filed for fiscal 2020. She reviewed the filing. Ms. Masson made a motion to approve one (1) exemption totaling \$400.00 for fiscal 2020 as presented. Motion seconded by Mr. Reidy. Motion passes 3-0. Mrs. Couture Rimbold noted that to date there have been 231 exemptions approved totaling \$140,694.26.

Executive Session:

ES2020ABT2

Mr. Taugher made a motion to go into executive session to comply with the provisions of Chapter 59 Section 60 (Exception #7). Mr. Taugher stated that the open session of the board would reconvene after the executive session.

Members voted as follows:

Chair, Kevin Taugher, Aye
Clerk, Thomas Reidy, Aye
Member, Lynn Masson, Aye

Members recessed to executive session at 9:40 a.m.

Members returned to open session at 9:55 a.m.

Ms. Masson made a motion to reconvene open session. Motion seconded by Mr. Reidy. Motion passes 3-0.

During executive session (ES2020ABT2), the board approved the prior meeting minutes, a motion was made and seconded and the motion passed 3-0.

Associate Assessor report:

Mrs. Couture Rimbold provided the board with an update on the building permit import tool. This will allow for automation of the building permit information data to the property record card. She is working with IT to finalize the setup of reports from View Point (permitting software) to bridge over to Vision (CAMA-computer assisted mass appraisal software). She is hopeful this will be working my month's end.

Mrs. Couture Rimbold provided the board with an update on the digital mapping program (CAI). She stated there have been some troubles since the Vision software upgrade with the two programs communications. Vision has corrected the reports multiple times and she is hopeful that CAI can get things corrected with the new extracts.

Mrs. Couture Rimbold informed the board that the computer kiosk outside the office is up and running – somewhat. There are still a few printing “glitches” to work out but there are currently multiple services available for self-service including the town's website, census 2020, calendar of events, property record cards and View Point (permitting and licensing). Our office will provide assistance to those that inquire within.

Meeting Schedule:

Mrs. Couture Rimbold stated the next regular meeting of the board should be February 24 however, she indicated there would be no need to meet this day. The board agreed the next meeting will be Monday, March 9th at 9:00 a.m.

Other Business:

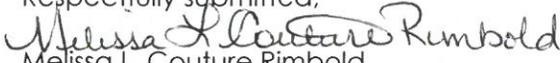
Mrs. Couture Rimbold reminded the board that the office would be closed on Wednesday, February 12th for training.

Adjournment:

Ms. Masson made a motion to adjourn. Motion seconded by Mr. Reidy. Motion passes 3-0.

Meeting adjourned at 10:08 a.m.

Respectfully submitted,


Melissa L. Couture Rimbald
Associate Assessor

List of documents reviewed during meeting

Minutes	Associate Assessor files
Filing extension request and email (Crown Castle)	Form of List files FY2021
January monthly reports	Report files (vault)
Exemption Listing	Associate Assessor files

