

ASSESSORS



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

MELISSA L. COUTURE RIMBOLD, Associate Assessor
 MAUREEN CRONIN, Assistant to Associate Assessor

November 14, 2022

Minutes of meeting of November 14, 2022. Meeting was held virtually. Meeting was called to order at 10:30 a.m. Present at meeting were Mr. Kevin Taugher, Ms. Lynn Masson, Mr. Thomas Reidy, and Mrs. Melissa Couture Rimbold.

Minutes:

Ms. Masson offered an amendment on page two (2) paragraph (2). She then made a motion to accept the minutes from the meeting of October 24, 2022, as amended. Mr. Reidy seconded the motion. Vote taken by roll call: Masson, aye; Reidy, aye; Taugher, aye. Motion passes 3-0.

Old Business:
 none

New Business:

Mrs. Couture Rimbold provided the board with the monthly abatement reports for October. She stated there are two (2) reports as follows:

- 2022 motor vehicle excise, 17 transactions totaling \$556.54
- 2021 motor vehicle excise, 3 transactions totaling \$37.48

Ms. Masson made a motion to approve the monthly abatement reports for October as presented. Motion seconded by Mr. Taugher. Vote taken by roll call: Masson, aye; Reidy, aye; Taugher, aye; Motion passes 3-0.

Mrs. Couture Rimbold stated that the LA3 (sales report) has been uploaded for signature along with the LA15 (Interim Year adjustment report) indicating an approximately 10% increase for property valuations for fiscal year 2023 based on prior calendar years sales data. She requested that Mr. Taugher sign (electronically) the LA3 as there is only one signature block and requested that all members sign the LA15 (electronically). Once they are signed, she can submit them for review and approval by Division of Local Services (DLS), Bureau of Local Assessment (BLA). Members indicated they would sign.

Mrs. Couture Rimbold then provided the board with the LA4 comparison report showing category percent changes which include growth. She also informed the board that the number being submitted for new growth to be added to the levy is \$256,077 which is higher than the initial estimate of \$200,000. Once the sales (LA3) and interim year adjustments (LA15) are approved, the final LA4 (valuation report) as well as the LA13 (new growth) will be submitted for review and approval by DLS/BLA. She requested the board to sign electronically. She then indicated once the LA4 and LA13 are approved, the tax rate recapitulation work can begin along with holding of a classification hearing.

Mrs. Couture Rimbold informed the board that she attended the MPIC (Master Plan Implementation Committee) annual forum on November 4. She indicated that it was a productive day. She also informed the board that the next request for task updates has been received and is due by December 1. She is unsure if she will meet the deadline based on other priorities.

Associate Assessor report:
Updates

- Schedule uncertainty
- Notification from Town Administrator regarding two recently received grants; the first is for a wage and compensation study and the second is for Diversity, Equity and Inclusion training for staff.

Trainings, Webinars and Meetings

- 11/4 – participated in the MPIC annual forum
- 12/1 – received notification from HHCAA annual meeting (potential dues increase vote)

Projects:

- 10/28 – Initiated document preservation/digital data project (met with rep for quote)
- Will be working on investigating possible TIF exemption

Meeting Schedule:

Mrs. Couture Rimbold will be in contact with members regarding the next meeting. She provided an update on the tax recap process.

Other Business:

Mrs. Couture Rimbold informed the board that there were both motor vehicle and boat excise warrants needing signatures.

Mr. Taugher discussed having a meeting with Mrs. Couture Rimbold to review her fiscal 2023 PBE and bring it back to the board either in January or February for review.

Adjournment:

Ms. Masson made a motion to adjourn. Mr. Reidy seconded the motion. Vote taken by roll call: Masson, aye; Reidy, aye; Taugher, aye. Motion passes 3-0.

Meeting adjourned at 11:11 a.m.

Respectfully submitted,



Melissa L. Couture Rimbold
Associate Assessor

List of documents reviewed during meeting

Minutes	Minutes Files (vault)
October monthly reports	Associate Assessor files
LA15 - Interim Valuation Adjustments	FY23 Interim files (vault)
LA4 - Fiscal 2023 valuations by class	FY23 Recap files (vault)
LA13 - Fiscal 2023 new growth	FY23 Growth files (vault)
MPIC request for update: status instructions, goals and department tasks	Associate Assessor files
Grant notice from TA	Associate Assessor files
HHCAA Annual Meeting notice	Associate Assessor files