

**Sterling Board of Assessors
Room 109, Butterick Municipal Building, 1 Park St., Sterling MA 01564
Minutes of Meeting July 16, 2014**

Present: Donlin Murray (Don), Chairman
Robert Cutler (Bob), Vice-Chairman
Michael Rivers (Mike), Clerk
Harald Scheid (Harald), Contract Assessor (RRG/Regional Resource Group)
Debbie Dreyer (Debbie), Assistant to the Assessor

Guests: David Manzello, RRG/Regional Assessor

Meeting Opened at 7:31 am

1. Roll Call & Approval of Agenda

Roll Call: Cutler aye, Rivers aye, Murray aye. Mike moved to approve the agenda, 2nd by Bob, all in favor, aye.

OLD BUSINESS

2. Review and accept past meeting minutes Minutes of the 6/18/14 meeting will be reviewed at our next meeting.

3. Finalize the Assistant to the Assessors Job Description The Board will review it & take a vote next meeting.

4. Re-address job evaluation forms & process This will be addressed after the job description is finalized.

5. Update on Sterling Land Trust's appeal Harald reported that he hasn't heard anything from Jim French.

CONTRACT REGIONAL ASSESSOR (RRG) UPDATE

Chapter Land – on reviewing Sharon Vincent's work, Harald is finding that many registry documents are not correctly named making it very difficult in finding liens. Many liens have old map & parcel numbers and boundaries have been changed. We need to start with the properties that don't have a recorded lien – send letters to inform the owners that the Assessors will be drawing up a lien & requesting a check for the recording fee.

8:30am – Guest David Manzello to present the annual Assessment to Sale Ratio report. Condominium sales look good – we had 14 valid sales with a 99% assessment to sale ratio prior to making adjustments. Single Family – sales show market coming back. We had 45 valid sales with a 93.6% assessment to sales ratio prior to adjustments. Recommend no need to change values.

4. Public Session No one attending for public session

5. Payroll & Payables Signed

6. Discuss future agenda items and next meeting date Next meeting – Aug 20 @7:30am. Future agenda items: address the job evaluation, finalize the job description, 61A update, commercial assessments, vote on Board positions, discuss payroll, CAI agreement, Personal Property business licenses, Pandolf Perkins abatement

Mike moved to close the meeting, 2nd Bob, all in favor, aye.

Meeting Adjourned at 9:16am

Attachments: Town of Sterling Revaluation Stats, Town of Sterling Condo Stats

Respectfully Submitted
Debbie Dreyer
Assistant to the Assessor