

Sterling Board of Assessors
Room 109, Butterick Municipal Building, 1 Park St., Sterling MA 01564
Minutes of Meeting June 15, 2016

Present: Donlin Murray (Don), Chairman
Robert Cutler (Bob), Vice Chairman
Richard Sheppard (Dick), Clerk
Rebecca Boucher (Becky), Associate Regional Assessor
Debbie Dreyer(Debbie) Assistant to the Assessor

Meeting Opened at 7:30am

Roll Call & Approval of Agenda

Cutler present, Sheppard present, Murray present - along with Rebecca Boucher & Debbie Dreyer

MOTION: Dick made a motion to accept the agenda, 2nd by Bob, all in favor, aye.

Payroll, Payables, Statutory Exemption list, any abatements, warrants were signed.

Welcome new Board member & re-assign Board positions

Bob moved to have Board positions assigned: Don Murray/Chairman, Dick Sheppard/Clerk, Bob Cutler/Vice Chairman – 2nd by Dick, all in favor, aye. The Board welcomed Dick Sheppard & congratulated him on the election. Don reminded Dick that certain criteria had to be met – Dick informed the Board that he had completed a DOR Classification class & a finance class at Holy Cross & will be attending Course 101 in August.

NEW BUSINESS

Review & approval of previous meetings' minutes

MOTION: Don made a motion to accept the *regular minutes* of the 3/28/16 meeting, 2nd by Bob, all in favor – aye. Dick abstained

MOTION: Don made a motion to accept the *regular minutes* of the 4/25/16 meeting, 2nd by Bob, all in favor – aye. Dick abstained

MOTION: Don made a motion to accept the *executive minutes* of the 4/25/16 meeting (*not to be released per MGL*), 2nd by Bob, all in favor – aye. Dick abstained

Review CAI 2017 Tax Map Maintenance Proposal

MOTION: Bob made a motion to approve the renewal of the CAI 2017 Tax Map Maintenance Proposal, 2nd by Dick, all in favor – aye.

Contract Regional Assessor (RRG) Update

Becky reviewed two R.E. abatements for approval: 5 Chad Lane & 12 Matthew Lane – both were small data issues which resulted in an abatement of \$403.26 for 12 Matthew Lane & abatement of \$40.33 for 5 Chad Lane.

MOTION: Don made a motion to approve both abatements, 2nd by Bob, all in favor – aye.

Becky presented the Sales/Assessment ratios: Single Family for 2015 – 69 valid sales, which puts us at about 91% - we like to be about 95%. Land is about 92% (19 sales). Condos at 93% (17 sales). Don asked if we're putting any percentage to the quarterly tax bill in anticipation of the tax rate in January – splits the difference now. Becky recommends 2.5%.

MOTION: Bob made a motion to add 2.5% to the tax bills that will be issued July 1st, 2nd by Dick, all in favor – aye.

Chapter Land:

Heinrich took the Board's recommendation to re-allocate their land – Board approved & signed.

MOTION: Don made a motion to approve, 2nd by Bob, all in favor – aye.

Moran – Sent a letter appealing his denial.

MOTION: Bob made a motion to approve David Moran's appeal, 2nd by Dick, all in favor – aye.

Revised liens & a Partial lien release on 103 Osgood Rd & were signed.

Discuss taxability of airport hanger

The general agreement is that this should be listed as Personal Property because they rent the space & their structure is not permanent – it can be disassembled & moved to another location.

OLD BUSINESS

Continue discussion for putting field cards online – This will be put on hold for now because we can't determine what the cost will be to maintain it. Some of the numbers we got were \$200 to Vision, another \$100 for a pdf premium software, \$800 to CAI for a program to help automate the update – even with this, we would be responsible for the continuous updates which would require extensive time & labor. Vision would do all of this for a couple of thousand dollars.

Next meeting: TBD

Bob made a motion to adjourn the meeting @8:40am, 2nd by Dick, all in favor aye.

Respectfully submitted by Debbie Dreyer
Assistant to the Assessor

References: FY2017 Residential, Condominium & Land Ratio Studies