



THE TOWN OF
HUBBARDSTON, MASSACHUSETTS
Office of the Board of Assessors
7 Main Street Unit 1
Hubbardston, MA 01452
(978) 928-1400 EXT. 203 FAX (978) 928-1402

Minutes of the Board of Assessors' Meeting held on **June 21st, 2023**, held in the Slade Building.

Meeting called to order at **5:34 PM** by **Albert Afonso**

Attending: John Prentiss (Chair), Albert Afonso (Member) Rob Heckman (RRG Assessor)

Members Absent: Jeffrey Young (Member)

Discussion:

Rob started the meeting of by bringing the Board up to date on an ongoing matter; Hubbardston resident, Francois Steiger, was questioning his denial on his property real estate abatement for FY23; Mainly questioning the process and what documents were used in coming to the denial. Rob explained about the abatement process, and what he does in order to bring forth a recommendation to the board. Rob mentioned that properties are evaluated in regards to an abatement with an inspection (if permitted by the homeowner) which would verify the property record card, then the Assessor looks at a street equity report based off of the neighborhood the particular property is in. Lastly, the Assessor reviews a sales comparison report based off of the sales from the two years prior. Rob made the board aware that all documentation on Mr. Steiger's abatement was made available to him.

Rob updated the Board on the on-going process of preparing for supplemental tax bills. Chair, John Prentiss, asked Rob if he planned on doing any inspections, in which Rob replied yes; that he will be inspecting properties with permits, but mainly focusing on new constructions as those are the typical permits that will allow a supplemental bill to be generated. Rob explained that supplemental bills are only for properties that have been completed by 50% (or above) from the prior fiscal year. Board of Assessors member, Albert Afonso, asked how Rob gauges the percentage complete in which Rob explained that there is a specific table he uses. This table gives a general idea of how complete a new construction is, and accounts for specific processes for new construction such as foundations, framing, windows etc.; each of these hold a particular percentage value, and added up is how the percent complete is figured. Hubbardston Resident, Mike Stoll, 5 Lombard Rd, ask if people who were over 50% complete during a tax year and make it to 100% would they start receiving an assessment of 100% at that time and receive a supplemental tax bill – Rob said that only property owners who went from 50% complete or more would receive a supplemental bill. Chair, John Prentiss wanted to clarify if there was a date cut off for supplemental bills to be sent out and Rob said ideally, he would like to have them completed in August.

Chair, John Prentiss asked Rob if the Mission E4 property had sold yet and if so, did they receive a tax bill. Rob let the board know that the property did sell and that a bill was paid due to the property no longer being exempt. Chair, John Prentiss mentioned scheduling a site walk of the property to ensure that the Assessors records are accurate since there are various buildings on the

property. Rob said he would reach out and see what he could do as well as mentioning another site walk may be worth doing for the marijuana facility on Rt. 68, both John and Albert agreed to this if it was possible to set up.

Documents signed by the board:

FY24 Chapter Approvals

FY23 Statutory Exemptions

MV Abatements

Revised and Omitted Bills

FY24 Preliminary Real Estate and CPA Warrant & Commitment

Mike Stoll, 5 Lombard Rd, asked if his chapter land application for his property was signed off on – Rob said that unfortunately, due to technology issues with the billing system, no chapter land was signed off on today. Rob did mention that he and the administrative assessor, Genny, did not come across any chapter that would be up for denial and that Rob would reach out as soon as there was an update on Mike's application.

Mike Stoll, 5 Lombard Rd, wanted to ask one last question in regards to a Board of Assessors meeting that was scheduled on March 22, 2023 and if there had been a meeting since. Mike mentioned that the Town Administrator said that it didn't occur. Rob said that there was definitely a meeting held in March, but he will have to check on the date and time to know exactly when it occurred.

Next BOA meeting will be held on July 19, 2023 at 5:30 PM

Motion to adjourn by Albert Afonso, John Prentiss second

Meeting Adjourned: 6:04 PM



John K. Prentiss



Albert Afonso

Jeffrey Young

Respectfully submitted:

Candace M. Livingston
Town Clerk / Administrative Assessor