

MEETING MINUTES
BOARD OF ASSESSORS
August 31, 2009

Attending: John Prentiss, Chairman, Diane Lanney

Approved meeting minutes from July 13, 2009.

Approved CP-1 for FY09. *DA will forward to Town Accountant for final approval.
(Part of FY10 Recap).

Reviewed a land-locked parcel off Old Westminster Road with access via public way in Westminster. It was agreed the parcel should remain as currently assessed as a land-locked parcel until such time as the Westminster Road is further extended. The DA will periodically review the status.

Reviewed email from Building Commission (response to August 4, 2009 DA email to him) regarding inspection and issuance of Occupancy Permits or Temporary Occupancy Permits for new construction that is found completed by Assessors' inspections, where without such, Supplemental Assessments cannot be made resulting in lost revenue for an entire Fiscal Year as well as inaccurate local revenue estimates, as made by the DA based on new construction that is expected to result in Supplemental Assessments.

His statement that he will research the building code to determine what he can legally do is confusing, as it is the BOA's opinion that he simply needs to regularly inspect new construction permits more timely.

Approved DA attending DOR Municipal Law Seminar September 25, 2009 in Holyoke.

Entered into Executive Session to approve meeting minutes and discuss a performance review with intent to return to open session to adjourn.

Preliminary discussion on FY10 Reval. DA spent today with Vision sales analysis. Unfortunately, due to lack of sales for CY2008 and first six months of CY2009, CY2007 sales are required to be used. Preliminary analysis looks pretty good. DA suggests the resultant .92% (of 100 %; within 10% above or below) will better reflect the CY2008 sales for FY10 Final Valuations and furthermore reflect the CY2009 sales (to date) in preparation for FY11 Interim. DA will present final figures for BOA approval by September 28, 2009 meeting.

DA reiterated input from Mr. Ritchie regarding a conversation he had with Mr. Blanchard regarding the Fin Comm approval rescission of the Reserve Fund Transfer not being approved by the entire BOA. Mr. Ritchie stated he was clear with Mr. Blanchard that that was absolutely not the case; that the Fin Comm had misinterpreted the BOA June 29, 2009 meeting minutes or that there was an error in the minutes that the BOA would address at their next meeting by again reviewing their June 29, 2009 meeting minutes.

Motion to review and amend June 29, 2009 meeting minutes in light of Fin Comm July 15, 2009 meeting where they somehow interpreted the June 29, 2009 BOA's non-approval of the DA's FY10 Wage Authorization due to the erroneous amount as a non-approval of the DA's presentation of Reserve Fund Transfer Request to Fin Comm in the amount of the error as presented to Fin Comm. An email was sent to Fin Comm outlining their error and request to record such as well as the correct "reading" of the June 29, 2009 BOA meeting minutes.

The Fin Comm July 15, 2009 meeting minutes as well as an email from Mr. Blanchard last week that he would be attending BOA meeting to clear up the Fin Comm's confusion regarding this matter. The DA invited Mr. Blanchard to this meeting, however, as he did not show by 8:00 p.m. and the BOA's business had concluded at 7:45 p.m., the item was tabled. The DA will send another email to Fin Comm of next BOA meeting.

Meeting adjourned at 8:03 p.m.

Next meeting scheduled for Monday, September 14, 2009 at 7:00 p.m.