

TOWN OF LUNENBURG
 BOARD OF ASSESSORS
 P.O. BOX 135
 LUNENBURG, MA. 01462

Minutes from the Board of Assessors meeting held: February 9, 2016

The meeting opened at 5:45 pm. Present: Chairman, Louis Franco, Board Member, Richard Letarte, Associate Assessor, Rebecca Boucher and Louise Paquette, Administrative Assessor. Board Member, Matt Papini, Sr., was not present. Karen Brochu, Finance Director was also in attendance.

Board reviewed and approved January 5, 2016 minutes, current expense vouchers, abatements, warrants, commitments & payroll.

Rebecca presented three RE abatement application, one RE administrative abatement application and two PP abatement applications. The Board reviewed applications and voted to approve three RE abatements totaling \$9,852.06 and one application submitted by Whalom Village, Inc. for property located at 9 Whalom Rd., Map 115 – Parcel 064 was denied. One PP application was approved and one PP application denied for property (Solar Farms located on Chase Rd & Pleasant St); businesses owned by Nugen Management, Inc.

Real Estate Abatements Granted:

| | Map/Lot | Bill Number | Tax Abated |
|--|--------------|------------------|---------------------------------|
| Stone Farm LLC | | | |
| 3 Riley Rd | 072-040-0104 | # 5007 | \$ 5279.01 |
| Whalom Village Inc | | | |
| 165 Summer St | 113-003 | # 4059 | \$ 3437.63 |
| McNiff, Stanley (McNiff, Virginia, Executive) | | | |
| 1381 Mass Ave | 062-013 | # 2603 | \$ 1135.42 |
| | | 4 Parcels | \$ 5,553.63 Total Abated |

Personal Property Applications Abated:

| | Account ID | Bill Number | Tax Abated |
|---------------------------------|------------|-----------------|------------------------------|
| B & B Construction & Excavation | | | |
| 274 Cross Rd | ID # 705 | #21 | \$ 127.47 |
| | | 1 Parcel | \$127.47 Total Abated |

Delinquent Chapter Application:

Louise reported that the FY17 Chapter 61A application and supporting documentation (IRS 2014 Schedule F) on four parcels: Map 129, Parcel 1, Map 129, Parcels 6 & 7 and Map 132, Parcel 2 has been received within the 10 business days allowed by the Board. The Board reviewed and approved the application and requested that the office mail their decision along with a letter stating that in the future the applications must be filed in a timely manner.

Louise reported that the 2016 MVE bills commitment #1 and 2015 commitments #7 & #8 and will be mailed on February 17, 2016. Bills committed are:

Year 2016 (1st Commitment) = 11,346 cars totaling \$1,299,156.25 Year 2015 (7&8) = 256 cars totaling \$9,545.32

Board approved abatement of uncollectable / unpaid bills on MVE for years 1997 – 2000 directed by Tax Collector as follows: *(additional abatements to follow within the next few months)*

1997 / 45 bills = \$1,696.89

1999 / 51 bills = \$2,923.97

1998 / 39 bills = \$1,631.12

2000 / 52 bills = \$4,131.99

Board reviewed the current Assessor service fees which have not been reviewed since 2003. Louise reported that she contacted many surrounding cities & towns regarding the cost of a Certified Abutters List and the average fee was \$25.00. Rich made motion to increase the fee from \$10.00 to \$25.00, seconded by Lou.

Board reviewed the FY17 Annual Budget as recommended by Town manager, Kerry Lafleur. Karen was in attendance to answer any questions the Board may have. The line item under Assessors' Administration for clerical salary has increased as recommended by the Board of Assessors; increasing the hours from 20 to 25 hrs per week. The initial target budget recommendation was a total of \$153,298; Town Manager's recommendation is \$158,298. Karen explained that the Finance Committee will be reviewing the "proposed" budget and then it will go to Town Meeting for approval. Louise thanked the Board for their continued support and assistance in preparing this years' fiscal year budget.

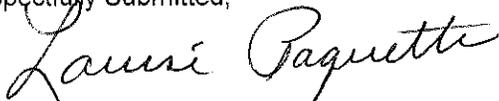
Louise reported that warrant articles are due by March 24, 2015.

Louise reminded the Board that RRG's contract will come to an end on June 30th. The present contract covers the time period of July 2013 through June 2016. She anticipates that the Board will be asked if the scope of services we currently receive meet the needs of the office. She stated that Kerry will want the Board to assist her in preparing the Request For Proposal.

The Board was not able to decide on date for next meeting. (Rich unable to attend on March 1st and Lou unable to attend on March 8th) Louise will contact Matt to see when he will be available.

Meeting adjourned at 7:58 pm.

Respectfully Submitted,



Louise Paquette
Administrative Assessor
Office of the Board of Assessors