



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

Minutes from the Board of Assessors meeting held: January 5, 2010

The meeting opened at 6:30 pm. Present: Chris Comeau - Chairman, Ernie Sund - Board Member; Harald Scheid - Regional Assessor, Louise Paquette- Administrative Assessing Assistant. Fred Liatsis - Board Member - unable to attend meeting.

Board reviewed and approved current expense vouchers, abatements, warrants & minutes.

Louise reported that the bills have been mailed for the Actual FY10 RE & PP. The committed amount for Real Estate is \$17,100,902.38 and Personal Property is \$326,394.39.

Two Elderly exemptions approved and granted totally \$1,030.00. Louise informed the Board that the two Veterans exemptions under Clause 22 D which were already approved for FY10 totaled \$4,941.60. As of today, 169 exemptions have been granted (which includes Tax Work-Off) totally \$101,235.60. Louise reported that inquiries regarding the submission of applications continue.

We are in receipt of 2 applications for Tax Deferrals (41A / Elderly Persons) - to be reviewed at next months meeting. Louise has received few inquiries regarding the Clause 18A / Temporary Special Hardship - one application close to being completed.

An update of the FY10 Assessors' Budget was received on 12/16/09. Louise informed the Board that there is a reduction in the salaries for herself and Sheila. (Special Town meeting voted to accept the article to impose a one week furlough to various Town Departments) There was also a STM adjustment in the amount of \$400.00 taken from the original budget.

Applications are now available for abatements. Louise stated that she has given out approx. 10 applications and has received many inquiries. The abatement filing deadline is Monday, Feb. 1, 2010. Ernie addressed the need for more information in how to field questions and complaints he has been personally receiving regarding values of properties. Harald informed the Board that David has created a question & answer sheet called "Things to Consider before Applying for a Real Estate Abatement" which is available in the office and is available along with the applications on the Town's website.

Harald informed the Board that we are in receipt of a letter from Cartographic Associates willing to provide an updated maintenance proposal and contract in amount of \$1,000.00. This was in response to a letter Harald had sent in December to negotiate a one-year contract amount of \$1,000.00. Board reviewed and approved the amended amount and directed Louise to send the contract out for approval to Cartographics. The Contract is for processing data recorded during the time period of July 1, 2009 through June 30, 2010.

Board signed the Assessors Warrant & Commitment to the Collector and Town

Accountant for the Apportioned Betterments & Special Assessments / Sewer & Water for 1790 Massachusetts Ave - Gonynor Family Trust. (Meadow Woods Trailer Park) Sewer Betterment Assessment is \$3,540,081.07 and Water Assessment is \$2,385,601.58.

Harald demonstrated the "new" GIS (Global Informational System) software that was recently installed by Cartographic Associates in December. This mapping tool uses relational database technology to integrate data and has the capability to access many sources of information from within one program. Harald gave a quick review how efficiently it can generate an abutters list along with printing maps.

Louise spoke regarding Assessors' Scheduled Fees. The last time fees were reviewed was in 2003. Louise researched various communities in the area and presented the fee schedules. It was decided after some discussion that the topic be tabled at this time.

Board reviewed proposed Town Office Floor Plan which will be presented at the Selectmen's meeting. It appears that on the plan the Assessors' Office will remain where it is however the plan shows that the area will be enlarged due to the change in the infrastructure of the bathrooms and taking down the wall. It appears that we may gain another few feet of space. There was some discussion whether it would be advantageous to request to move where the accountant presently is located. Louise stated that this plan has not been finalized and when it is, it still needs to be presented and accepted at Town Meeting.

Next meeting is slated for Tuesday, February 2nd at 5:30 pm. (Board voted to move the meeting to 5:30 next month) Meeting adjourned at 7:50 pm.

Respectfully Submitted,



Louise Paquette
Administrative Assessing Assistant