

March 24, 2022 Board of Assessors VIRTUAL Meeting Minutes

Members Present: Chairman Jeffrey Quackenbush and members Susan Reyes and Howard Shpetner.

Also present: Administrative Assessor Kevin Rudden and Assessors' Clerk Leslie Bracebridge.

Guests: None.

Chairman Jeffrey Quackenbush opened the meeting at 5:35 PM online using ZOOM Meeting ID: 844 2824 4695, Passcode: 6JfV9Z Phone: 1.929.205.6099 Passcode: 576613.

The February 17, 2022 meeting minutes were approved as written.

The following Accountant Reports were approved for signature stamps:

- **Motor Vehicle Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2022	February (2022)	\$546.78
2021	February (2022)	\$26.84

No Statutory exemptions or Community Preservation Act (CPA) surcharge exemptions were processed in February. The Board approved 3 Statutory exemptions and 2 CPA surcharge exemptions, which will be included in the March Accountant Report at the April meeting. In setting the late April meeting, Assessors unanimously authorized Kevin and Leslie to continue to approve and stamp exemption applications in advance, unless there are questions for the Board to decide.

Incomplete and late Chapter 61 application: Leslie reported that an applicant who submitted a 10-year forest management plan for a Chapter 61 renewal for Lot R15, had not responded to email and mailed reminders, that the application and the rights and acknowledgement statement must also be completed and signed, in order for the Board to approve the application at their March 24, 2022 meeting. Leslie will continue to follow-up with the property owner.

The Board received and approved for their stamped signatures, the March 16, 2022 Second Motor Vehicle Commitment for calendar year 2022 in the amount of \$25,131.95.

Administrative Assessor's Report:

1. **3ABC Applications:**
 - a. The Board unanimously approved three 3ABC applications for: Sirius Community, Temenos, and the Kestrel Trust, which is a new Wendell RD property owner at Ames Pond.
 - b. The Board unanimously approved a June 30, 2022 extension for Camp Anderson to submit all required documents for their 3ABC application. Kevin stated that technically it could be extended until next March, but Camp Anderson feels they can have the paperwork ready before June 30.
2. Kevin explained to the Board why lot H-50's value had increased and the reason therefore, that an **abatement application on that property was denied**. Assessors approved the action.
3. Kevin is compiling proposed **Annual Town Meeting Warrant Articles** to provide the most currently allowed benefits for statutory exemptions for tax payers. Approval of each clause requires a separate warrant article, but the Moderator can recommend that the articles be voted in a group. New features will include annual cost of living increases, where allowance is possible and the town's acceptance of "The Brave Act."
4. **FY2023 Recertification:** Kevin is working with Department of Revenue (DOR) Division of Local Services (DLS) contact for Shutesbury, Lauren Aldrich in preparation for the FY2023 recertification:
 - a. Lauren wants to review all property cards for the Board of Assessors, the Administrative Assessor, and for the Assessors' Clerk. Other property cards will be reviewed at random.
 - b. Lauren will be reviewing the Chapter 61 files.
 - c. Cyclical inspections are up to date. Kevin will have all FY 23 inspections done by June 30.
 - d. Three quotes will be requested for the consultant to represent Shutesbury through the process.

5. There has been no new activity at the new cell tower site. Kevin makes weekly checks on its status.
6. Kevin will be attending a conference during the first week of May.

Board members' questions: It is predicted that meetings will return to being in person after July 1, 2022.

Next Meeting Date: April 28, 2022 at 5:30 PM.

Assessors adjourned at 6:38 PM.

Respectfully submitted, as approved on April 28, 2022,

**Leslie Bracebridge
Assessors' Clerk**

List of Documents used at the meeting:

1. March 24, 2022 meeting agenda.
2. February 17, 2022 draft meeting minutes.
3. February Accountant reports as detailed in minutes.
4. Abatement denial letter and certificate to H50 property owner.