

**BOARD OF ASSESSORS' MINUTES  
COMMUNITY ROOM – POLICE STATION  
TUESDAY – MARCH 16, 2004**

**Assessors Present:** James J. O'Connell, Scott C. Bush and Jonathan L. Fein  
**Also Present:** Assistant Assessor Robert P. Leclair

**Assessors' Chairman O'Connell called the meeting to order at about 8:30 a.m.**

**Acceptance of Minutes**

The minutes of the February 4, 2004 meeting were accepted as presented.

**Public Comment/Correspondence**

The owner of 888 Shaker Road was present to address the Board about her concerns that property taxes continue to increase. She also questioned the value of her property in comparison to others in the neighborhood. Because she did not submit an application for abatement the Board was unable to even consider a change in value. Chairman O'Connell suggested that she submit the appropriate form for fiscal 2005.

**Correspondence/Mail**

None

**Excise**

The Assessors signed the February 2004 *Monthly List of Abatements, Motor Vehicle and Trailer Excise* was presented at the last meeting.

**Measure and List**

Bob Leclair informed the Board that town counsel approved the paperwork used to choose the contractor. A spreadsheet was used to award points to each company. Copies of the faxed letter from Dave Martel were distributed. This was the last step in the process and the contract was officially awarded to Vision Appraisal Technologies.

The Board discussed the issue of whether the contractor or the town should be responsible for the data entry of information collected. A warrant article was submitted for data entry as a contingency in the event the bid was awarded to a company that did not propose to do the data entry.

Bob once again brought up his ambivalence towards having to comply with the DOR's wishes to inspect and measure all the property in town. He feels that there is a potential for an outside contractor to make as many errors as they correct. However, with proper supervision, the potential for errors should be kept at a minimum. Because efforts have been thwarted in the past to have a staff data collector the Board feels that we should get the job done with the outside vendor and move on.

**Town Meeting/Warrant Articles**

The Assessors discussed the need for the four warrant articles submitted. The Assessors are in favor of only doing the triennial update, rather than interim updates suggested by the D.O.R., however, we need to have the funds in place should it be necessary.

The warrant article for data entry will be withdrawn, as it is included in the proposal of the contractor who was awarded the job to inspect and measure all property.

**Misc.**

- The last several months have seen the retirement of the Police Chief, head of the Park Department, DPW chief a number of clerical workers along with the departure of the town administrator. Consequently Bob has resumed his efforts to have the procedures for processing deeds, excise, etc. memorialized. Since this is out of the “ordinary” routine of the day, he is encountering some resistance. The Assessors are in favor of efforts to cross train and had suggestions as to how this goal can be accomplished.

**Abatement Applications And/Or Appellate Tax Board (ATB)**

The Assessors voted unanimously to enter into executive session to review abatement applications and to return to open session in order to record their decisions. The results of their votes is as follows:

**Abated**

- 28 Brittany Road

**Denied**

- 780 Converse Street
- 41 Roseland Terrace
- 77 Longmeadow Street
- 208 Shaker Road
- 796 Longmeadow Street
- 161 Lawnwood Avenue
- 46 Village Drive
- 53 Green Meadow Drive

At this point, all but two abatements have been review and decided upon.

**Adjournment**

The meeting was adjourned at about 10:05 p.m.

**Next Meeting: – Monday, March 29, 2004 8:30 a.m.  
Community Room of the Police Station**

Respectfully Submitted,

Robert P. Leclair, CMA, RMA, MAA  
Assistant Assessor