



Town of Grafton
Office of the Board of Assessors
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**MINUTES
BOARD OF ASSESSORS
January 19, 2016**

A meeting of the Grafton Board of Assessors was held in the Grafton Municipal Center on Tuesday, January 19, 2016. Chairman Drew Manlove, Member Ken Grew, Clerk Marsha Platt and Tammy Kalinowski were present at the meeting.

1. CALL TO ORDER

Chairman, Drew Manlove called the meeting to order at 9:21 A.M.

2. ACTION ITEMS

A. Approval of Minutes: A motion to approve the minutes from December 8, 2015 was made by Ken Grew and seconded by Marsha Platt. Motion passed.

B. Bills – December & January: The following FY 2016 bills were approved:

Real Estate Research Consultants	\$11,730.00
Alex Sendzik	\$ 97.18
WCAA	\$ 84.00
Drew Manlove	\$ 60.95
Tammy Kalinowski	\$ 43.13
Ken Grew	\$ 43.13
Worcester District Registry of Deeds	\$ 8.00
Office Depot	\$ 34.94
Frost Manufacturing	\$ 100.22
Worcester District Registry of Deeds	\$ 75.00
MAAO	\$ 275.00
MAAO	\$ 50.00
Worcester District Registry of Deeds	\$ 8.00
Office Depot	\$ 66.99
MAAO	\$ 70.00
	<u>\$12,746.54</u>

C. Real Estate Exemptions: A motion to approve FY 2016 real estate exemptions, as presented, was made by Ken Grew and seconded by Marsha Platt. Motion passed. See attached list.

D. Real Estate Abatements: A motion to approve FY 2016 real estate abatements, as presented, was made by Marsha Platt and seconded by Ken Grew. Motion passed. See attached list.

E. Personal Property Abatements: A motion to approve a FY 2016 personal property abatement for Kevin Shattuck, Iconic Ink, in the amount of \$10.89 was made by Marsha Platt and seconded by Ken Grew. Motion passed.

F. Income & Expense abatement: Drew explained that Grafton Housing Associates had emailed their completed I & E form to the Assessors general email back on January 14, 2015. The email was missed by all in the office. Grafton Housing Associates should not have been assessed a FY 2016 \$50.00 I & E lien. A motion to abate the FY 2016 I & E lien was made by Ken Grew and seconded by Marsha Platt. Motion passed.

3. **DISCUSSION ITEMS**

A. CAMA Proposals: The Board discussed CAMA proposals from Vision Government Solutions and Patriot Properties. Drew informed the Board that he has no experience with Patriot but has used Vision and is comfortable with it, however that is not what is most important. Drew stated that the software needs to be effective. Drew informed the Board that other Assessing communities have converted from the State's CAMA system to Patriot and he will be reaching out to those communities to get input on what they think of the software. The Board asked if both companies could come in and give a presentation on how the software works. Drew will inquire on that. Drew will also speak with the Town's Department of Revenue representative, Bruce Morgan, to see if it is wise to do a revaluation, software conversion and full field review at the same time and will then determine the best way to move forward.

B. Conflict of Interest Law for Municipal Employees: Drew informed the Board that the State Ethics Commission requires that this be handed out to all employees, Boards and Committees to be reviewed. All must sign and return the acknowledgement of receipt to the Town Clerk.

4. **CORRESPONDENCE**

None.

5. **ANY OTHER ITEM WHICH MAY LAWFULLY COME BEFORE THE BOARD**

Drew informed the Board that he would like to set up some criteria for the Clause 18 Hardship applications.

Drew informed the Board that he and Marsha attended a luncheon on January 13, 2016 with the Grafton Clergy Membership to discuss real estate exemptions. Marsha commended Drew on the chart of exemptions he provided along with getting the word out to the community.

Drew informed the Board that he prepared the annual report of the Assessors Department. A motion to approve the Assessors annual report as written was made by Marsha Platt and seconded by Ken Grew. Motion passed.

6. **MEETING DATES**

Thursday, January 28, 2016 at 1:00 PM
Tuesday, February 16, 2016 at 9:30 AM

7. **EXECUTIVE SESSION**

None.

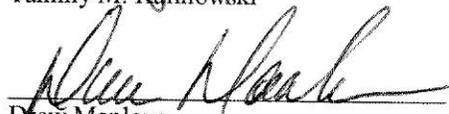
8. **ADJOURNMENT**

A motion to adjourn the meeting at 9:54 AM was made by Ken Grew and seconded by Marsha Platt. The motion passed.

Minutes typed and recorded by:


Tammy M. Kalinowski

Approved:


Drew Manlove

EXHIBITS:

- Draft minutes December 8, 2015, 3 pages.
- FY 2016 Schedule of Bills Payable, December 8, 2015, December 15, 2015, December 28, 2015, January 8, 2016, January 11, 2016 & January 14, 2016.
- Real estate exemptions, 96 applications.
- Real estate abatements, 5 applications.
- Personal property abatements, 1 application.
- Memo from Drew Manlove to Patricia Fay, Town Accountant & Jessica Gomez, Treasurer/Collector, regarding Income & Expense abatement, dated January 19, 2016, 1 page.
- CAMA proposal from Vision Government Solutions, dated January 11, 2016, 2 pages & CAMA proposal from Patriot Properties, Inc., dated September 17, 2015, 2 pages.
- Summary of the Conflict of Interest Law for Municipal Employees, 12 pages.

FY 2016 RE EXEMPTION REPORT

DATE VOTED 1/19/2016

PARCEL ID	APPLICANT	EXEMPT CL.	EXEMPT TAX	EXEMPT CPA	EXEMPT CERT. #
115-0-15	AMIDON RALPH & MARGARET LIFE	17D	\$235.24	\$3.53	6288
35-0-48	ATCHUE GARFIELD TRUSTEE	17D	\$380.90	\$5.71	6289
37-0-29	BENOIT MARCELLA J LIFE ESTATE	17D	\$401.43	\$6.02	6290
35-0-70	BREAULT DELORES A	17D	\$117.62	\$1.77	6291
75-0-30	BURKE WILLIAM E	17D	\$341.53	\$5.12	6292
35-0-169	D'ANGELO HELENE M	17D	\$404.15	\$6.06	6293
18-0-37	FLEMING GARY	17D	\$431.48	\$6.47	6294
47-0-18	HOLMES THOMAS J	17D	\$262.38	\$3.94	6295
108-0-8	KEHLER LOUISE M	17D	\$470.48	\$7.06	6296
91-123-3B	KILMONIS PETER P	17D	\$342.42	\$0.00	6297
65-0-29	MAHASSEL GEORGE A	17D	\$404.55	\$6.07	6298
36-0-3	PETERSON CHARLES H	17D	\$390.88	\$5.86	6299
47-0-31	SALEM VIOLET N	17D	\$401.98	\$6.03	6300
35-0-17	TURPIN GEORGE A	17D	\$377.45	\$5.66	6301
107-0-15	LUSSIER WALTER	18	\$500.00	\$7.50	6302
81-0-1A	ADAMS WESLEY E	22	\$775.92	\$11.64	6303
52-0-7	AMARAL RICHARD E	22	\$612.00	\$9.18	6304
116-1123-15	ARSENAULT RICHARD D	22	\$763.69	\$11.46	6305
114-0-50	AUGER ROBERT L	22	\$699.75	\$10.50	6306
20-0-9	BASBANES NICHOLAS A	22	\$800.00	\$12.00	6307
21-0-6	BLACK ROSALIND	22	\$661.66	\$9.92	6308
29-0-13	BOHABOY MURIEL	22	\$800.00	\$12.00	6309
35-0-28	CASEY STEVEN P	22	\$800.00	\$12.00	6310
30-0-43	MARHEFKA JOHN & KAREN	22	\$400.00	\$6.00	6311
36-0-68	CAVALLARO HELENA W	22	\$444.33	\$6.66	6312
66-0-99	CLOLAN KEVIN M	22	\$800.00	\$12.00	6313
114-0-12A	COLLINS TIMOTHY S & CHACHARON	22	\$800.00	\$12.00	6314
41-0-203	CRAIG CLINTON G	22	\$800.00	\$12.00	6315
54-0-10	CYR HENRY L JR	22	\$800.00	\$12.00	6316
27-0-124	DEYETTE DANIEL	22	\$648.32	\$9.72	6317
36-0-64	GEMME JEANNE L	22	\$676.09	\$10.14	6318
113-0-69	GIROUARD MICHAEL E & DONNA M	22	\$800.00	\$12.00	6319
29-0-17B	HUTCHISON HOWARD B	22	\$701.21	\$10.52	6320
53-0-303	JOHNSON KAREN J	22	\$800.00	\$12.00	6321
43-805-1S	LUIS HORTENSE MARIA	22	\$699.25	\$10.49	6322
38-0-57	MAYNARD GARY P	22	\$800.00	\$12.00	6323
38-0-27	MERRICK JUNE - LIFE ESTATE	22	\$800.00	\$12.00	6324
125-0-149	OGAR ROBERT J JR	22	\$400.00	\$6.00	6325
80-0-19	PERRON DENNIS E & DEBORAH M TR	22	\$400.00	\$6.00	6326
73-0-44	PROUT ROBERT H	22	\$800.00	\$12.00	6327
23-0-7C	SEILE GEORGE F JR	22	\$638.79	\$9.58	6328
82-627-49	SHAW HARLOW P & INA C TRUSTEE	22	\$700.17	\$10.50	6329
74-102-32A	SHERRY NOEL	22	\$800.00	\$12.00	6330
65-0-2A	SOUSA JOSEPH J & ELIZABETH A TR	22	\$665.90	\$9.99	6331
43-5403-2L	SPRINGER DONALD A TRUSTEE	22	\$760.35	\$11.41	6332

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129-0-69	STEWART JASON S	22	\$800.00	\$12.00	6333
117-0-185	SULLIVAN KEVIN R	22	\$800.00	\$12.00	6334
16-0-11	TETO HAROLD W	22	\$540.93	\$8.11	6335
26-104-83A	TURPIN GEORGE A JR	22	\$400.00	\$6.00	6336
97-0-31	WINSLOW EARL S JR	22	\$740.12	\$11.10	6337
113-0-26	QUARTULLI ARMANDO M	22A	\$1,065.00	\$15.98	6338
32-0-13C	LAFLAMME KATHLYN M	22D	\$4,894.35	\$48.29	6339
55-0-52	BARTKUS RICHARD J	22E	\$1,000.00	\$11.94	6341
107-0-22	BAZINET PAUL G JR	22E	\$1,362.16	\$20.43	6342
26-0-58	CARGIULO LUIS P	22E	\$1,245.61	\$18.68	6343
83-2203-9B	CROSBY EARL F	22E	\$1,526.14	\$20.88	6344
105-0-29	DOWD ROBERT J	22E	\$1,560.72	\$23.41	6345
116-0-30B	KJELLBERG ANDREW F & ANN C	22E	\$1,407.55	\$21.11	6346
43-5004-2E	PACHECO CHRISTINE G & SMITH CHA	22E	\$2,000.00	\$30.00	6347
59-0-7A	PARKER RICHARD J	22E	\$1,306.76	\$19.60	6348
29-0-4	RIVARD GERALD J	22E	\$2,000.00	\$30.00	6349
133-1447-2	WARNER DANNY L	22E	\$1,703.74	\$25.56	6350
80-0-20	WENC CHESTER C	22E	\$1,055.13	\$15.83	6351
83-501-1	ABT EDWARD G	37A	\$710.38	\$10.66	6353
131-0-4	BOUTIETTE PETER L	37A	\$884.10	\$13.26	6356
108-0-10	DRAGO WILLIAM & JEAN LIFE ESTA	37A	\$919.41	\$13.79	6357
82-0-33A	DUVAL RICHARD & MARILYN TRUS	37A	\$601.98	\$9.03	6358
73-0-30	LAFOUNTAIN ROY R	37A	\$895.11	\$13.43	6359
97-0-18	LYNCH RICHARD B	37A	\$554.58	\$8.32	6360
91-0-50	MAKHIJANI VINOD S	37A	\$1,000.00	\$15.00	6361
102-0-21	ROBIE CURTIS B TRUSTEE	37A	\$729.37	\$10.94	6363
107-0-24A	SEAVER AUSTIN G JR	37A	\$925.52	\$13.88	6364
102-0-11	WYMAN EDWARD L	37A	\$889.78	\$13.35	6365
28-0-9B	BARIL THEODORE P	41C	\$1,000.00	\$15.00	6367
34-0-38	BLACK BARBARA A	41C	\$784.96	\$11.77	6368
28-0-42	BLOOM THERESA M	41C	\$974.18	\$14.61	6369
46-0-7	CASEY PAULINE M	41C	\$999.55	\$14.99	6370
115-0-77	ERICKSON CARL A	41C	\$850.62	\$1.11	6371
23-0-5A	FOYE MERLE & SANDRA L TRUSTEE	41C	\$1,000.00	\$15.00	6372
113-0-22	HEBERT RITA R - LIFE ESTATE	41C	\$847.44	\$12.71	6373
113-0-34	HOWLETT PAULETTE T - LIFE ESTAT	41C	\$945.66	\$14.18	6374
114-0-157	JACQUES ALBERT L	41C	\$750.00	\$11.25	6375
35-0-79	KACZYNSKI JOAN L	41C	\$964.73	\$14.47	6376
112-0-2	KURAS CECELIA S LIFE ESTATE	41C	\$1,000.00	\$15.00	6377
12-0-9	LAHAIR NANCY M	41C	\$1,000.00	\$14.47	6378
46-0-4	LOMBARD BARBARA P	41C	\$1,000.00	\$15.00	6379
97-0-18	LYNCH RICHARD B	41C	\$804.58	\$12.07	6380
123-0-1	MARIANO JADWIGA	41C	\$1,000.00	\$15.00	6381
83-602-1	MARKT DELORES	41C	\$953.86	\$14.31	6382
82-313-49	MCKENZIE JUDITH A LIFE ESTATE	41C	\$1,000.00	\$15.00	6383
114-0-43	MOMBOURQUETTE LORRAINE E - LIF	41C	\$973.63	\$14.60	6384

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104-0-1A	NICALEK EUGENE F	41C	\$1,000.00	\$15.00	6385
65-0-56	PELLEGRINO JOSEPH J	41C	\$999.58	\$14.99	6386
113-0-20	PERRON SOPHIA	41C	\$1,000.00	\$15.00	6387
82-0-38	VILLENEAU MICHELINE	41C	\$1,000.00	\$15.00	6388
102-0-29	BORGERSON HENRY	CPA EXEMPT	<u>\$0.00</u>	<u>\$58.55</u>	6389
			\$80,877.15	\$1,224.17	

FY 2016 RE ABATEMENT REPORT

DATE VOTED 1/19/2016

PARCEL ID	OWNER	ABATED TAX	ABATED CPA	ABATE. CERT. #
39-0-3	CHIMENO NICHOLAS J TRUSTEE	\$14,446.88	\$191.62	6390
123-0-12	PEGASUS HOLDING LLC	\$1,462.28	\$0.00	6395
81-0-17	TOWN OF GRAFTON	\$1,609.68	\$0.00	6393
73-0-12	TOWN OF GRAFTON	\$3,229.40	\$23.32	6391
10-1748-16	JONES CLARK J	\$433.83	\$6.51	6394
		<u>\$21,182.07</u>	<u>\$221.45</u>	