



**Town of Grafton**  
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**MINUTES**  
**BOARD OF ASSESSORS**  
**August 16, 2016**

A meeting of the Grafton Board of Assessors was held in the Grafton Municipal Center on Tuesday, August 16, 2016. Chairman Drew Manlove, Clerk Marsha Platt and Member Ken Grew were present at the meeting.

**1. CALL TO ORDER**

Chairman, Drew Manlove called the meeting to order at 9:02 AM.

**2. ACTION ITEMS**

**A. Approval of Minutes:** A motion to approve the minutes from July 6, 2016 was made by Ken Grew and seconded by Marsha Platt. Motion passed.

**B. Bills – July and August:** The following FY 2016 bills were approved:

Real Estate Research Consultants	\$ 7,440.00
Drew Manlove	<u>\$ 127.44</u>
	\$ 7,567.44

The following FY 2017 bills were approved:

Real Estate Research Consultants	\$ 1,000.00
Real Estate Research Consultants	\$10,500.00
Real Estate Research Consultants	\$ 4,200.00
Advanced Business Systems	\$ 321.80
Worcester District Registry of Deeds	\$ 2.00
Applied Geographics	<u>\$ 1,500.00</u>
	\$17,523.80

**C. Attiany Appellate Tax Board Settlement:** Drew informed the Board that he has settled the FY 2015 Appellate Tax Board (ATB) case for Muhammed S. Attiany, 41 Aspen Avenue. Mr. Attiany agreed with the proposed adjusted value of 487,000 and will submit a withdrawal to the ATB. A motion to grant the FY 2015 abatement for Muhammed S. Attiany, 41 Aspen Avenue, in the amount of \$447.15 and associated CPA in the amount of \$6.71 was made by Drew Manlove and seconded by Ken Grew. The motion passed.

**3. DISCUSSION ITEMS**

**A. Vision/Patriot Software Demo Discussion:** Drew informed the Board that he has spoken with Vision and Patriot about coming in to give presentations on their CAMA programs. Drew has received dates of September 7 and 8 from Vision. The Board requested that vision come in on September 7, 2016. Drew has spoken with Dan Brogie, Northborough Assessor, and Bill Connor, Shirley Assessor, both use Patriot and like it. Drew will evaluate the costs associated with each program. Drew will contact Vision to set up September 7, 2016 at 10am for a presentation and will contact Patriot to see if they are available to come in on the same day.

**B. Supplemental Commitment:** Drew informed the Board that the FY 2016 Supplemental commitments for new construction have been entered into Softright. The commitments were turned over to Jessica Gomez, Treasurer/Collector on July 19, 2016. FY 2016 Supplemental Real estate tax was committed in the amount of \$77,183.68 with associated FY 2016 Supplemental CPA was committed in the amount of \$1,006.66.

**C.**

**D. Motor vehicle excise commitments 2016-03 & 2016-99:** The Board was informed that motor vehicle commitments 2016-03 in the amount of \$165,057.75 and 2016-99 in the amount of \$4,246.25 were turned over to the Treasurer/Collector on July 25, 2016. Bills were issued on August 1, 2016 and are due on August 31, 2016.

Lee Robinson came in with his motor vehicle exemption application for farm plates after the deadline and after the tax was committed to the Treasurer/Collector. A motion to abate the motor vehicle tax on Mr. Robinson in the amount of \$16.25 was made by Drew Manlove and seconded by Ken Grew. Motion passed.

**4. CORRESPONDENCE**

Per the request of the Board, Drew sent a letter to The MA State Police Museum and Learning Center informing them that the Board accepted their FY 2017 3ABC. Drew also informed them that the applications, in the future, need to be filed by the due date of March 1 and any failure to do so will result in a loss of their tax exempt status for the following fiscal year.

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

The Board discussed 30 Carroll Road. This was previously listed as an unassigned lot. Mr. Bicknell came in and established ownership of this lot. Drew assigned a lot number and gave the lot a street address of 30 Carroll Road. Mr. Bicknell went before the Zoning Board of Appeals and had 30 Carroll Road declared a buildable lot. At some point in the permitting process the lot was permitted as 42 Carroll Road. When the deed was printed, it was noted that the need was for 42 Carroll Road and not 30 Carroll Road. Drew informed the Board that this poses an issue as 42 Carroll Road is a chapter land property and has a chapter land lien on it. A motion to send a letter to the home owners and all other appropriate Town departments letting them know that the address needs to be corrected and reflect 30 Carroll Road was made by Marsha Platt and seconded by Ken Grew. The motion passed.

**6. MEETING DATES**

Wednesday, September 7, 2016 at 9:00 AM

**7. EXECUTIVE SESSION**

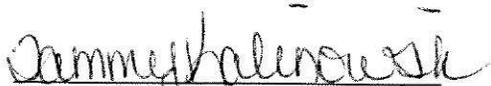
At 9:02 AM Drew Manlove made a motion to go into executive session under MGL 30A Sec 21 (3), for the purpose of discussing specifics regarding the Verizon Appellate Tax Board case. Ken Grew seconded the motion. All were in favor by roll call. Drew Manlove, aye, Marsha Platt, aye and Ken Grew, aye.

At 9:44 AM Drew Manlove made a motion to close executive session and reconvene regular session. Ken Grew seconded the motion. All were in favor by roll call. Ken Grew, aye, Marsha Platt, aye and Drew Manlove, aye.

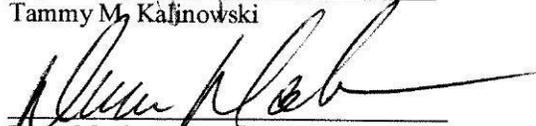
**8. ADJOURNMENT**

A motion to adjourn the meeting at 10:14 AM was made by Marsha Platt and seconded by Ken Grew. The motion passed.

Minutes typed and recorded by:

  
Tammy M. Kalinowski

Approved:

  
Drew Manlove

**EXHIBITS:**

- Draft minutes July 6, 2016, 2 pages.
- FY 2016 Schedule of Bills Payable, July 7, 2016, August 9, 2016 and August 15, 2016.
- Real estate application, 1 application.
- Settlement letter from Drew Manlove to Muhammed S. Attiany, dated July 20, 2016, 1 page.
- FY 2016 Supplemental Real Estate Assessors Warrant to Collector, dated July 19, 2016, 1 page.
- FY 2016 Supplemental Community Preservation Act Surcharge Assessors Warrant to Collector, dated July 19, 2016, 1 page.
- Kelley & Ryan email dated July 14, 2016, 2 pages.
- Motor vehicle exemption application Manufacturers - Farmers, Lee Robinson, 1 page.
- Letter from Drew Manlove to MA State Police Museum and Learning Center, dated July 6, 2016, 1 page.