



Town of Grafton
Office of the Board of Assessors
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MINUTES
BOARD OF ASSESSORS
September 3, 2015

A meeting of the Grafton Board of Assessors was held in the Grafton Municipal Center on Thursday, September 3, 2015. 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 10:00 A.M.

2. ACTION ITEMS

A. Approval of Minutes: A motion to approve the minutes from May 7, 2015 and June 4, 2015 was made by Ken Grew and seconded by Marsha Platt. Motion passed.

B. Bills – August & September: The following FY 2016 bills were approved:

Real Estate Research Consultants	\$ 4,590.00
M.A.A.O.	\$ 50.00
Worcester Registry of Deeds	\$ 4.00
Jaime Smith	\$ 116.50
Drew Manlove	\$ 57.24
Engineer Supply Co.	\$ 45.00
W.C.A.A.	\$ 37.47
Office Depot	\$ 59.83
Drew Manlove	<u>\$ 78.20</u>
	\$ 5,038.24

C. Planning Board Request for Comments – Special Permit 2015-13 CES Solar #1056 LLC – 207 Providence Road, Proposed Solar Panel Array Installation: The Board reviewed the Special Permit & Site Plan Approval Application Package. The Board of Assessors asks that the applicant specify the amount of acreage being used for the solar generating site. Also, the Board inquires as to whether the construction of this facility hinders access to the rear portion of the overall parcel of land, located to the east of the facility.

3. DISCUSSION ITEMS

A. Motor Vehicle Excise Commitment 2015-04: The Board was notified that motor vehicle commitment 2015-04 in the amount of \$127,169.29 was turned over to the Treasurer/Collector July 31, 2015. Bills were issued on August 7, 2015 and are due September 8, 2015.

B. Update on MCI Settlement– Drew informed the Board that the final settlement amount for MCI was \$11,000.00. Drew has a copy of the Withdrawal that will be sent to the Appellate Tax Board once the settlement check is received. Ginny Kremer, Town Counsel, did make calls to inquire on what other communities were settling at. The Settlement amount is less than 20% of the original assessed value. The Board was pleased with the outcome and complimented Drew on a job well done.

4. CORRESPONDENCE

Drew shared a letter from Patriot Properties, Inc. with the Board. Patriot is reaching out to all communities that are using the state CAMA software. The state is looking to hand over the responsibility of providing software support to an outside party. Drew explained that we have not gotten the condominium upgrade and we are still using spreadsheets to value condos. Drew asked if the Board was interested in keeping the state CAMA software. The Board suggested looking at the different vendors to see what they offer.

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

Drew informed the Board that he has received a weak response with respect to the position vacancy in the office. There are less than ten applications with some being data collectors. Drew has done one interview. Drew reposted a different version of the position in hopes of getting a better response.

Drew informed the Board he is working on sales analysis. The COD's and the medians all look good. Drew has made small adjustments. Drew will bring more details to the Board in October on any special properties like solar.

6. MEETING DATES

Wednesday, October 14, 2015 at 10:00 AM

7. EXECUTIVE SESSION

None.

8. ADJOURNMENT

A motion to adjourn the meeting at 11:21 PM was made by Drew Manlove and seconded by Marsha Platt. The motion passed.

Minutes typed and recorded by:


Tammy M. Kalinowski

Approved:


Drew Manlove

EXHIBITS:

- Draft meeting minutes May 7, 2015, 2 pages and June 4, 2015, 3 pages.
- FY 2015 Schedule of Bills Payable, August 7, 2015, August 11, 2015, August 20, 2015, August 24, 2015 and September 2, 2015.
- Planning Board Departmental Comment Form, dated September 3, 2015, 1 page; email from Nicole Larson, dated August 20, 2015 regarding request for comments, 1 page; Special Permit & Site Plan Approval Application Package, 207 Providence Road, dated August 14, 2015, 27 pages and Proposed Site Development Plan, dated August 14, 2015, 12 pages.
- Letter from Patriot Properties, LLC, Dated August 21, 2015, 3 pages.