



Town of Grafton
Office of the Board of Assessors
Drew Manlove – Principal Assessor
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2017 JAN 10 PM 2:26

**MINUTES
BOARD OF ASSESSORS
December 14, 2016**

A meeting of the Grafton Board of Assessors was held in the Grafton Municipal Center on Wednesday, December 14, 2016. Chairman Drew Manlove, Clerk Marsha Platt, Member Ken Grew and Tammy Kalinowski were present at the meeting.

1. CALL TO ORDER

Chairman, Drew Manlove called the meeting to order at 9:30 AM.

2. ACTION ITEMS

A. Approval of Minutes: A motion to approve the minutes from November 15, 2016 was made by Marsha Platt and seconded by Ken Grew. Motion passed.

B. Bills – November & December: The following FY 2017 bills were approved:

Real Estate Research Consultants	\$ 12,500.00
Real Estate Research Consultants	\$ 1,950.00
Worcester Registry of Deeds	\$ 72.00
W.C.A.A.	\$ 127.50
W.B. Mason	\$ 62.47
W.B. Mason	\$ 23.20
Alex Sendzik	\$ 143.10
Erick A. Kinsharf, CPA	\$ 260.00
Drew Manlove	\$ 240.00
Applied Geographics	\$ 1,000.00
W.C. A.A.	\$ 84.00
Tammy Kalinowski	\$ 40.39
	\$ 16,552.66

C. Uncollectible Motor Vehicle Excise 2002-2013: The Board discussed the request from Jessica Gomez, Treasurer/Collector, to abate uncollectible motor vehicle excise. Drew explained that the Treasurer/Collector is removing uncollected excise from the tax rolls, however the bills have been marked for non-renewal with the Massachusetts Registry of Motor Vehicles and will remain with Kelley & Ryan, Deputy Collector, for collection. A motion to abate uncollectible motor vehicle excise amounts as requested by the Treasurer/Collector was made by Drew Manlove and seconded by Marsha Platt. All were in favor. Motion passed. See attached list.

D. Uncollectible Boat Excise 2009-2003: A motion to abate uncollectible boat excise amounts as requested by the Treasurer/Collector was made by Ken Grew and seconded by Drew Manlove. All were in favor. Motion passed. See attached list.

E. Commitment Declaration: The Board signed the commitment declaration. The declaration will be placed on the back cover of the real estate and personal property commitment book.

3. DISCUSSION ITEMS

A. Motor Vehicle Excise Commitment 2016-06: The Board was notified that motor vehicle excise commitment 2016-06 in the amount of \$56,588.70 was turned over to the Treasurer/Collector on November 30, 2016. The bills were mailed on December 6, 2016 and are due on January 5, 2017.

B. Real Estate & Personal Property Update: Drew informed the Board that the real estate and personal property commitments were turned over to the Treasurer/Collector on December 2, 2016. Real estate tax was committed in the amount of \$37,375,179.18, CPA was committed in the amount of \$402,573.08, Betterments and Special Assessments were committed in the amount of \$233,060.00 and Personal Property Tax was committed in the amount of \$990,616.39. Drew cross referenced sales of properties sold with the date of the Income and Expense mailing and removed three of the Income and Expense Liens as the new owners would not have received the forms to complete and send in to the office.

4. CORRESPONDENCE

None.

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

Drew informed the Board that he has accepted a position in Smithfield, Rhode Island as their Assessor. Drew wanted the Board to know that it has been a pleasure working for the Town of Grafton over the past two and one half years and he has enjoyed working with the Board, staff and the Town Administrator. The reason for the leave is that the position is minutes from his front door and he could not pass up such an opportunity.

6. MEETING DATES

Wednesday, December 14, 2016 at 9:30 AM

7. EXECUTIVE SESSION

None.

8. ADJOURNMENT

A motion to adjourn the meeting at 9:58 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 November 15, 2016, 3 pages.
- FY 2016 Schedule of Bills Payable, November 15, 2016, November 16, 2016, December 2, 2016 and December 8, 2016.
- Petition to Resolve Levy, Motor Vehicle Excise Tax for 2002-2013, dated November 17, 2016, 24 pages.
- Petition to Resolve Levy, Boat Excise for 2009-2013, dated November 17, 2016, 7 pages.
- Commitment book declaration, 1 page.
- Kelley & Ryan email, dated November 29, 2016, 2 pages.
- Actual Fiscal Year 2017 Assessors Warrant To Collector Real Estate Tax, dated December 2, 2016, 1 page.
- Actual Fiscal Year 2017 Assessors Warrant To Collector Community Preservation Act, dated December 2, 2016, 1 page.
- Actual Fiscal Year 2017 Assessors Warrant To Collector Betterment And Special Assessments Added To Annual Taxes, dated December 2, 2016, 1 page.
- Actual Fiscal Year 2017 Assessors Warrant To Collector Personal Property Tax, dated December 2, 2016, 1 page.

THE COMMONWEALTH OF MASSACHUSETTS
 GRAFTON
 OFFICE OF THE COLLECTOR OF TAXES

MOTOR VEHICLE EXCISE
 TAX

11/17/2016

LEVY 2002 thru 2013

Name and Address	MOTOR VEHICLE		Total Amount	ACTION TO BE TAKEN
AS PER ATTACHED				
MV Year 2002	40.00		40.00	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2003	365.83		365.83	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2004	241.25		241.25	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2005	369.58		369.58	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2006	107.50		107.50	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2008	101.35		101.35	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2009	56.25		56.25	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2010	336.25		336.25	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2011	55.00		55.00	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2012	6,702.75		6,702.75	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
MV Year 2013	11,566.04		11,566.04	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED
TOTALS			19,941.80	absent, bankrupt, involent or otherwise unable to pay. AS PER ATTACHED

TO THE GRAFTON BOARD OF ASSESSORS:

11/17/2016

As Treasurer/Collector for the Town of Grafton, I would like to close the motor vehicle levy as specified on this warrant. These bills will remain with our Deputy Collector Kelley & Ryan, as well as being marked for non-renewal at the RMV. Any monies collected by either the Deputy Sheriff or this office will be turned-over to the Treasurer and accounted for in the General Ledger

\$19,941.80 DOLLARS

[Handwritten signatures of Board of Assessors]

[Handwritten signature]
 Grafton Treasurer/Collector

BOARD OF ASSESSORS