

## Minutes

## Board of Assessors Town of Harvard

**Meeting Date:** Tuesday, October 18<sup>th</sup>, 2016  
**Called to Order:** 2:45 pm  
**Meeting Adjourned:** 5:00 pm  
**Members Present:** Debbie George, Peter Warren (Member Cynthia Russo not present)  
**Other(s) Present:** Becky Boucher (RRG), Matt Larson (RRG)

*The minutes from the September 20th meeting were approved.*

### Ongoing Business:

1. The Board of Assessors (BOA) Reviewed the Assessors' calendar. All items are being completed timely.
2. Becky Boucher (RRG) provided the BOA with the preliminary unreviewed list of September sales. The sale of one of the island properties was discussed and the BOA felt that the land needs to be adjusted for FY2018 including the removal of the island land influence markdown and letters to be mailed to property owners in the spring notifying them of the expected valuation increase.

### New Business:

1. Peter Warren has completed his required Classification Training.
2. Periodical Inspections- BOA noted they will begin soon and questionnaires have been mailed to 350 parcels.
3. Assistant Assessor Replacement- BOA asked BB about progress on this. BB stated that the Treasurer Collector, Town Clerk, Town Administrator, Asst. Town Administrator and herself met to review resumes and will be interviewing several candidates this week.
4. Sales Questionnaire Return Rate- BB showed BOA that the return rate of the questionnaires was slightly over 50%.
5. FY2017 Assessments- BB informed BOA that the Massachusetts Department of Revenue has approved our submission forms LA3 Sales Report, LA15 Interim Year Adjustment Report, LA4 Assessment Classification Report, and LA13 New Growth. BOA signed these documents.
6. Motor Vehicle Abatement Reports- Sept 2016 Reports signed by BOA.
7. Motor Vehicle Excise Warrant & Commitment 2016 #5 signed by BOA.
8. Uncollectible Personal Property MGL c 59 §71- The requested abatements from the Town Treasurer Collector consisting of \$978.91 were approved and signed by BOA.
9. FY2018 Chapter Land Application Review. BOA reviewed applications and signed their approvals/denials of each as submitted. A motion was made and passed to not approve 28/24 and 10/35/2 without Forestry Management Plans. New Applications for 4/15 and 31/37 were denied by BOA for lack of meeting acreage and productive acreage requirements. BOA also did not take any action on several applications that listed greater non-productive acreage than productive acreage.
10. 1 ABC Form for the Trustees of Bromfield School was approved and signed by BOA.

*A tentative date and time were set for the next meeting of the Board on November 15, 2016 at 2:30pm*

Date Approved: 11-15-16

Debra M. George

Debra M. George (Chair)

Peter Warren

Peter Warren (Member)

Cynthia S. Russo

Cynthia S. Russo (Member)