

**Board of Assessors Minutes**  
**Tuesday, April 3, 2018 at 4:30 p.m.**  
**Town Hall, Assessors Conference Room, 60 Center Square**  
**East Longmeadow, Massachusetts 01028**

**Present:** Christine M. Saulnier, Chairman; J. William Johnston, Clerk of the Board; Diane L. Bishop, Director of Assessing  
It was noted that Martin J. Grudgen, Assessor will be late to the meeting.

Ms. Saulnier called the meeting to order at 4:30 p.m. It was noted this meeting was being recorded by ELCAT, 180 Maple Street, East Longmeadow and this office for the purposes of the minutes in accordance with MGL, Chapter 30A, Section 20.

**Meeting Minutes:** Mr. Johnston reviewed the open and executive session minutes from the meeting March 6, 2018 and found them to be in order as to form and content and moved they be accepted. Ms. Saulnier seconded out of necessity. Motion passed 2-0.

**Administrative:**

- **Warrants:** The board reviewed and signed the 2018 Motor Vehicle & Trailer Excise Commitment 2
- **Reports:** The board reviewed and signed where necessary the following monthly reports:
  - Motor Vehicle Excise & Uncollectible Abatement Report –March (2007, 2015, 2016, 2017)
  - Boat Uncollectible Abatement Report-March (2007)
  - FY2018 Real Estate Exemption Report-March
  - FY2018 Real Estate Abatement Report-March
  - Notice to Accounting-March
  - Building Permit Report-February Ms. Saulnier noted there were no new dwelling but one large commercial building which will be the new nursing home at the corner of Maple Street and Dwight Road.
  - LA-3 Sales Report- March-Ms. Bishop stated this report is subject to change as new information is recieved. Ms. Saulnier stated again there are some sales falling below 90%.
- **Directors Update:**
  - On March 14, 2018 the FY19 departmental budget was submitted and reviewed today. The Supplemental budget included the Vision upgrade that is needed.
  - Vision Government Solutions Inc.: Correspondence has been received to provide informational updates on addressing the recent issue with customer service. VGSI has a new CEO who is committed on restoring the customer service department with additional support staff. Ms. Bishop's goal if the Supplemental Budget is approved to have the Vision upgrade completed by this time next year.
  - This department is actively continuing our cyclical and new construction inspection program. There are two data collectors in the field having completed approximately five hundred cyclical homes inspections and approximately one hundred and twenty five inspections for properties with building permit. This office and the town hall have had many phone calls ensuring these visits are legitimate. Ms. Bishop stated the data collectors are on file with the Police department, have town ID and signs on their automobiles. Mr. Johnston stated these visits are made to comply with the DOR cyclical inspection program where each property must be visited once every ten years. Ms. Bishop stated a full cyclical cycle must be completed by FY2023 in order to be certified.
  - Personal Property inspections are actively taking place with 29 new businesses visited to collect new taxable personal property assets situated in town. All Form of List's received by March 1<sup>st</sup> has been reviewed with any new growth associated with personal property documented. Ms. Bishop stated we are making good progress in the personal property area.
  - Veteran's Local Option: Ms. Bishop updated the board members of a local option reducing the waiting period for veterans which they endorsed at a recent meeting, has not gone before the Town Council as of yet due to a couple of similar local options affecting military and National Guardsmen. The Finance Team currently is looking at two additional local options for deferring real estate and excise tax for deployed military and National Guardsmen. It would be appropriate to bring before the Town Council these 3 proposed local options at the same meeting. Ms. Bishop will keep the board in the loop as to when this will appear on the Council's agenda.
  - Ms. Bishop stated she was at assessing seminars for the last three Thursday's. The seminar on March 15th seminar was put on by the Hampden Hampshire Assessing Association and was on the Chapterland topic with excellent feedback and interaction among all attendees. The March 22nd seminar was put on by the Worcester Assessing Association centering

around Commercial and Industrial properties on valuing and covering data collection on these types of properties. Lastly was Attorney Donald Gorten from the Bureau of Municipal Finance who covered Forms of List and the different formation of businesses which determines what is taxable or exempt from taxation. On Thursday, March 29<sup>th</sup> Ms. Bishop attended the County Wide Mass Appraisal Utility Valuation Model seminar. It appears there are many municipalities who feel this program will be beneficial with the hopes to generate additional revenue from the utility companies instead of accepting the Net Book Value.

**Uncollectible Motor Vehicle and Boat Excise -2008-** The assessors signed the Collector’s Uncollectible Abatement request in order to settle the levy. It was noted all MV Excise will continue to be marked at the Registry of Motor Vehicle. The Deputy Collector will still make every attempt to collect these outstanding amounts.

**Chapter 61A Agricultural Lien and Certificate for Forest Lands:** 583 Somers Road (79-6A-1) This property was approved and currently classified under Chapter 61A but due to a change in ownership between family members a new lien is necessary. The board reviewed and signed the Chapter 61A Agricultural Lien along with the Forest Management certificate. These documents will be recorded at the Registry of Deeds.

**New Business:** Ms. Saulnier made a statement to advise everyone that her term of office expires on April 14<sup>th</sup> and she has decided not to seek appointment to continue on the board. Ms. Saulnier thanked the voters who elected and re-elected her to serve four terms for the past twelve years and perhaps it is time for the younger generation to step up, learn and enjoy the challenges of this position.

Ms. Saulnier made a motion to go into executive session at 4:45p.m. to discuss some Real Estate Abatements and Exemption Applications both containing private information which is not open to the public to return to open session only to record our votes and adjourn. The following roll call was taken. Mr. Johnston, Yes; Ms. Saulnier, Yes.

Mr. Grudgen joined the meeting as the executive session portion began. The board returned to open session at 5:50 p.m.

The follow is the record of votes for all FY2018 applications put before the board:

	Parcel ID #	Location	Abt/Exemption	Exemption Clause	Date Voted	Decision
1	26-127-37	48 Taylor St	Exemption	22E	4/3/2018	Granted
2	46-6-13	4 Theresa St	Exemption	22	4/3/2018	Granted
3	2B-1-0	68 Gerrard Ave	Exemption	22E	4/3/2018	Granted
4	1B-37-2A	3 Hazelhurst Ave	Exemption	22	4/3/2018	Granted
5	35-26-2	249 Elm St	Exemption	37A	4/3/2018	Granted
6	16-2-11	32 Melwood Ave	Exemption	37A	4/3/2018	Granted
7	7-73-63	11 Harris Dr	Exemption	37A	4/3/2018	Granted
8	38-22-22	20 Heatherstone Dr	Exemption	22	4/3/2018	Granted
9	17-56-16	25 Knollwood Dr	Exemption	22E	4/3/2018	Granted
10	38-39-38	25 Spring Valley Rd	Exemption	22	4/3/2018	Granted
11	7-23-22	17 Lori Ln	Exemption	22E	4/3/2018	Granted
12	48-74-4	79 Porter Rd	Exemption	41C	4/3/2018	Granted
13	25-90-4	5 Day Ave	Exemption	22E	4/3/2018	Granted
14	7-76-66	5 Harris Dr	Exemption	41C	4/3/2018	Granted
15	37-15-B	65 Hanward Hill	Exemption	22	4/3/2018	Granted
16	34-57-40	15 Lynwood Rd	Exemption	41C	4/3/2018	Granted
17	63-22-4	49 Fernwood Dr	Exemption	22	4/3/2018	Granted
18	26-115-7	43 Elm St	Exemption	41C	4/3/2018	Granted
19	2B-60-33	20 Vreeland Ave	Exemption	37A	4/3/2018	Granted
20	84-33-55	46 Sutton Pl	Exemption	22	4/3/2018	Granted
21	85-47-8	34 Holland Dr	Exemption	22	4/3/2018	Granted
22	15A-17-515	31 Voyer Ave	Exemption	22E	4/3/2018	Granted

Continued:

	Parcel ID	Location	Abatement or Exemption	Exemption Clause	Date Voted	Decision
23	67-11-B	60 Pease Rd	Abatement		4/3/2018	Granted
24	27-169-0	50-58 Shaker Rd	Abatement		4/3/2018	Denied
25	69-12-0	105 Somersville Rd	Abatement			Late Notice Sent

The next scheduled meeting of the Board of Assessors will be Tuesday, May 1, 2018 at 4:30 p.m.

Ms. Saulnier made a motion to adjourn. Mr. Grudgen seconded. Motion passed 3-0.

Meeting adjourned at 5:55 p.m.

Respectfully Submitted,

J.W. Johnston  
Clerk of the Board

Documents Reviewed: Meeting Minutes; 2018 MVE Commitment #2; MVE Abatement Report; Uncollectible Abatement Report; FY18 Exemption Report; FY18 RE Abatement Report; Notice to Accounting; Building Permit Report; LA-3 Sales Report; Director's Update; MVE & Boat Uncollectible Report; Chapter 61A Lien; FY18 Exemption Applications (22); FY18 RE Abatement Applications (3)