



Board of Assessors'

Meeting Minutes

10:00 AM

April 22, 2021

On-Line Via Zoom

Members Present: Caroline B. Akins, Charles W. Long, Robert G. Cocks, Jr. and Town Assessor, Amy Gow.

1. Opening

Caroline B. Akins opened the meeting at 10:00 AM.

2. Regular Business

A. Approval of Meeting Minutes

The Board of Assessors voted as follows on the Meeting Minutes and Executive Session Meeting Minutes from March 25, 2021:

Caroline B. Akins:	aye
Charles W. Long:	aye
Robert G. Cocks, Jr.:	aye

B. Review of Departmental Expenditures

Expenditures from March 25, 2021 thru April 21, 2021 were reviewed.

3. New/Special Business

A. Authorized Signature

Due to Covid-19, The Board of Assessors voted as follows to authorize Caroline B. Akins to sign all documents voted at this meeting, April 22, 2021 on behalf of the Board:

Caroline B. Akins:	aye
Charles W. Long:	aye
Robert G. Cocks, Jr.:	aye

B. Town Assessor Updates

- A. The 2020 Town Reports are available.
- B. Kelly Brewer (Temporary Assessor Clerk) to start as Assessor Clerk April 26, 2021.
- C. Performance Appraisals will be completed by deadline of June 4, 2021.
- D. Discussed Assessing Department FY2021 budget balance.

C. Chair of the Board of Assessor’s Updates

- A. After speaking with Jim Repetti, Town Moderator, Bonnie agreed to combine Articles 16 & 17 at Town Meeting.
- B. Page 13 of the Blue Book, Tax Rate, was not submitted to the Warrant Committee by the Board of Assessors.
- C. Free Cash has been certified.
- D. The Selectmen and Personnel Board report in the Town Report, they are conducting a compensation study – results due early spring 2021, so the Town can use in its FY2023 (FY23) budget decision making, and a job classification study is planned in the Fall.
- E. Amy Gow will contact Patriot Properties to gather information in order to create a Policy regarding the 10-year cyclical inspections.

D. Next Meeting

Thursday, May 20, 2021 at 10:00 AM.

E. Executive Session

Chair, Caroline B. Akins announced that the Board of Assessors would be entering executive session to discuss, review and sign statutory exemptions, all Clauses found under M.G. L. Chapter 59, Section 5, and pending real estate and personal property abatement, “as an open meeting may have a detrimental effect on the bargaining or litigating position of the public body”. Chair further announced that the Board of Assessors would not return to open session.

At 10:23 AM, it was moved and seconded to enter executive session. The Board of Assessors voted as follows to enter executive session:

Caroline B. Akins:	aye
Charles W. Long:	aye
Robert G. Cocks, Jr.:	aye

[EXECUTIVE SESSION MINUTES KEPT SEPARATELY]

Documents and Exhibits Used During this Meeting:

- Meeting Minutes of March 25, 2021
- Departmental Expenditures from March 25, 2021 thru April 21, 2021
- May 1, 2021 Blue Book
- 2020 Town Report