

SHELBURNE BOARD OF ASSESSORS
MINUTES of November 18, 2013 Meeting

1. Meeting Call to Order at 6:07PM - Jim Richardson, Joe Mattei, Alan Coutinho, Bill Barry present
2. Documents needing signatures:
 - Minutes from Bd of Assessors mtgs, Oct 21
 - signatures on Chapter Liens, 2 lien releases and 5 new liens.
3. Bill led discussion of status of Revaluation: Application Process ~ Concern is Time is Getting Short
 - Roy Bishop gave Joe Barbieri our reval materials on 8/28/13 in Assessor's Office
 - week of Nov 4 – DOR found problems with 3 telecom (508) companies causing error in LA4 report
 - Nov 6 - Bill spoke with Joyce Muka about status. Joyce has filed some related forms with DOR.
 - week of Nov 11 – DOR found that Roy made errors in some land valuation tables impacting narrative
 - This week DOR's Brenda Cameron is questioning our "excess residual land curve" methodology. Per Roy Bishop, this is the method DOR told us to use 3 year ago.
 - Nov 18, Bill sent email to Joanne Graziano (a senior Division of Local Services manager) asking for her approval to allow us to start the public disclosure of final FY2014 valuations.
4. Board discussed remaining work on Revaluation, after we get State's preliminary approval
 - Final FY2013 3rd & 4th Qtr Tax Bills must be mailed before December 31
 - Public disclosure period (required minimum of 5 days, 10 days "strongly recommended" by DOR
 - 2013 sales data is about 98% updated in CAMA
 - Discussed work with CAMA
 - updates for 61A & 61B not done yet
 - Finalizing tax rate within CAMA
 - Year end conversion
 - Generation of billing data files
 - Fire District Submission – working with Dick Baker
5. New Business
 - 2014 Tax Map Maintenance Proposal from CAI Technologies (Franco Rossi) Board approved signing \$780 proposed contract map data maintenance for calendar year 2014
 - Board was made aware of Appellate Tax Board & MCI companies – pretrial conference December 5 in Boston
 - David Schochet, Open Space Committee, asking Assessors to attend Nov 21, 6:30-8:30PM public meeting
6. Next two meeting dates will be Dec 9 & 23
7. Adjourned at 6:53 PM