

SHELBURNE BOARD OF ASSESSORS

Meeting Minutes

December 10, 2018

The meeting was called to order at 4:00 m. by Alan Coutinho

Board Members Present Meeting: Alan Coutinho, James Richardson Joseph Mattei,

Jennifer Morse - **Assistant** Assessor

Minutes

Minutes of November 19¹ were reviewed and approved

Signatures- signed by all board members unless otherwise noted

Real Estate/Personal Property Monthly List – November 2018 Levy FY19²

Motor Vehicle Monthly List – November 2018 Levy18³

Motor Vehicle Commit #6 – Warrant to the collector⁴

Real Estate Commitment – 3rd & 4th Quarters – Town of Shelburne – Warrant to the Collector⁵

Personal Property Commitment – 3rd & 4th Quarters – Town of Shelburne – Warrant to the Collector⁶

Real Estate Commitment – 3rd & 4th Quarters – Shelburne Fire District – Warrant to the Collector⁷

Personal Property Commitment - 3rd & 4th Quarters – Shelburne Fire District – Warrant to the Collector⁸

Sewer Liens Commitment – Town of Shelburne – Warrant to the Collector⁹

Chapter Land Applications

Owner Name	Classification	Total Acres
James & Diantha Wholey	61A	235.64
Prudence Wholey	61A	17.69

Chapter applications signed by James Richardson & Joseph Mattei – Alan Coutinho abstained due to family relation.

Capital Request – Utility Appraisal

Jenn shared with the board the capital request form¹⁰, letter and testimonial from Montague regarding the proposed Utility appraisal. Currently the board uses the net book value provided by the company for valuation purposes. The appraisal will look at market sales, income, RCNLD(replacement, cost, new, less, depreciation). This appraisal is supported the Mass Appellate Tax Board and the Department of Revenue is requiring all FY2020 revaluation towns to begin such appraisals. The town can expect to see an increase of 1.25%-1.4% and has been proven in four Franklin County towns for FY19. A solid proposal will be sent to the assessors in January but a verbal quote of \$5000-\$7500 has been given. This will be an estimated tax revenue of between \$73,000-\$117,000.

Halligan Avenue Lot Sizes

Mr. Perry requested information regarding the outbuilding on one of the parcels owned in trust. Jenn to reach out to CAI Technologies (mapping company) to get dimensions of the maps which will be updated on 1/1/19. Jenn has reached out to the Zoning Board Clerk (Faye) who said the lot may be buildable again if on the same footprint with the proper permitting. Jenn to check with FCCIP to see if there was a change of use request for the parcel.

Assistant Assessors Updates

Shelburne is hosting a roundtable discussion of the Franklin County Assessors Association on Wednesday December 12th. At this time there are twelve towns confirmed and Christine Purple the director of the MAAO (Massachusetts Association Assessing Officers).

Items not reasonably anticipated by the chair 48 hours in advance of the meeting

Next Meeting: January 7, 2018 at 4 p.m.

A motion was made and seconded to adjourn the meeting at 4:20 p.m. all in favor.

Respectfully Submitted:

Jennifer Morse
Assistant Assessor
December 17, 2018

Minutes Approved: January 7, 2019

Document List

1. Minutes of November 19, 2018
2. Real Estate Monthly List – November 2018 – Levy 2019
3. Motor Vehicle Monthly List – November 2018 Levy 2018
4. Motor Vehicle Commit #6 – Warrant to Collector
5. Real Estate Commitment – 3rd & 4th Quarters – Town of Shelburne – Warrant to the Collector
6. Personal Property Commitment – 3rd & 4th Quarters – Town of Shelburne – Warrant to the Collector
7. Real Estate Commitment – 3rd & 4th Quarters – Shelburne Fire District – Warrant to the Collector
8. Personal Property Commitment - 3rd & 4th Quarters – Shelburne Fire District – Warrant to the Collector
9. Sewer Liens Commitment – Town of Shelburne – Warrant to the Collector ⁹
10. Utility Appraisal – Capital Request