

SHELburnE BOARD OF ASSESSORS

Meeting Minutes

May 22, 2019

The meeting was started at 9 a.m. with Alan Coutinho, Jennifer Morse and Board of Selectmen Member Matt Marchese present. Jim Richardson arrived to the meeting at 9:05 a.m. however was not sworn into duty after the May 20, 2019 election by the Town Clerk so no votes were taken at the meeting.

Vipassana Meditation Center – Discussion regarding the payments to the town as a “donation” by the Vipassana Medication Center on Colrain Shelburne Road. Jim Richardson gave a history of the “agreement”. The meditation center has been donating \$1000 twice per year to the Town since Fiscal Year 2017 and \$1000 once per year in Fiscal Year 2016 and 2015. There is no information as to why the payment went up. In 2009 the meditation center took out a very large building permit to add on buildings. April/May 2019 inspections showed that there is no vacant land as one parcel has buildings and the other has a 40,000 gallon water storage tank. The total value of the three parcels went from \$4,063,500 in value to the current \$9,436,100 in value. Total tax due if non-exempt in FY2019 - \$58,473.77(Town) and \$3,372 (District). It was agreed that the Board of Assessors and a member of the Board of Selectmen should sit down with the management of the center to discuss a larger payment. Jenn will research the total budget for 10 years and will back out the education piece of the budget. Discussion regarding services that are utilized by the center included Highway, Board of Health, Fire/EMS, Police. Jenn will work with Terry to have all town financial information available at a meeting with the center including the Capital Plan. Jenn will also look into other local towns to see if they have agreements. Jenn will reach out to the management at the center to set up a meeting in July.

Minutes – Tabled to Next Meeting

Minutes of April 22, 2019 – Tabled to next meeting.

Abatements/Exemptions – Tabled to Next Meeting

*Abatement & Exemption applications are not open for public inspection (GL Chapter 59, Section 60)

Signatures – Tabled to Next Meeting

Monthly List

Draft – Data Collection Manual – Table to Next Meeting

Vacant Seat on Board

Jenn shared that Shawn Allen of Barnard Road is interested as serving as an assessor. Jenn will invite Mr. Allen to a future meeting of the board.

FY2020 Exemption Information – Table to Next Meeting

Utility Appraisal Update

Jenn shared that the speaker at the FCAA dinner on May 23, 2019 is Gary McCabe; assessor and part owner of Muddy Rivers LLC. Muddy Rivers LLC is the company contracted by the Town to do the utility appraisal for Fiscal Year 2020. Jenn shared that she has requested, received and sent the documents from both Utilities to Muddy Rivers, LLC.

Assistant Assessor Updates

- FCAA – Annual Meeting – May 23, 2019 - Reminder
- Updated Website - The Board of Assessors website has been updated with exemption, chapter and abatement subpages. She asked the board to review the information.

- MDM – 1 Submission - The MDM-1 has been submitted and approved by DOR. This is the document for reimbursement of statutory exemptions by the state. Only the Blind and Veteran exemptions are reimbursable.
- Cyclical Inspection Program - Cyclical inspections are almost complete through 2019. The board will have to decide if they want to continue with a yearly contract for inspections in FY2021 or do a full measure and list program every ten years. This will be a discussion for the Board with the Board of Selectmen and Finance Committee.
- **Interim Year Review by DOR – Tabled to Next Meeting**

Other Items

Jim Richardson completed the Online Ethics Test. Jenn will leave a copy of the certificate with the Town Clerk.

Next Meeting

May 29, 2019 at 6 or 7 p.m. (Dependent on Appointment)

Respectfully Submitted:

Jennifer Morse
Assistant Assessor
May 22, 2019