

**Wayland Board of Assessors Meeting
Via Zoom with time for public comment
Monday, August 16, 2021 at 5 p.m.**

Attendees: Z. Ventress, Chair, P. Parks, S. Burke, M. Upton, Secretary, Rob LeRoux, Assessing Director

Ventress called the meeting to order at 5:09 p.m. Attendees on Zoom

Minutes:

Parks moved, Burke seconded, motion to approve minutes of July 19, 2021 as amended.

Passed unanimously: Ventress, Parks, Burke, Upton

Motor Vehicle Excise

Upton moved, Parks seconded, motion to approve MV excise abatements for July 21 in the amount of \$7,429.24, and for 2020, \$297.48, and for 2019, \$232.60 totaling \$7959.32 and authorized LeRoux to sign on behalf of committee.

Passed unanimously: Ventress, Parks, Burke, Upton

Appellate Tax Board

LeRoux reported a resident has made an informal filing to the ATB on July 13. The original appeal was not processed timely by the office and when the board considered the case, it denied the appeal on its merits. The resident subsequently filed with the ATB.

Sr. Relief Committee

Two members have made calls looking for a representative for this committee. Ventress suggested someone familiar with either the assessors' office or tax law would be a good fit. Appointment to be discussed next meeting

Work in Progress

June sales: 36 recorded deeds, 15 registered deeds total 51

July sales: 26 recorded deeds, 10 registered total 36

- Accurate Addresses

LeRoux noted the pile of returned undeliverable mail and is developing a tracking system with updates.

- 2020 Sales

There were 350 sales. LeRoux has started reviewing half for correct coding.

Office Activities

- Inspections
 - RRC has reviewed utilities, has yet to do commercial
 - Contractor Dave Velluti has done 80 building and cyclical inspections and another 70 to do. He just received a town laptop that hopefully will allow direct data entry.
 - LeRoux working on solution to upload pictures to Wayland databases

- LeRoux has not yet accompanied Velluti to familiarize with Wayland buildings.
- Overlay – FY 2021's disbursements were \$155,957.59 for abatements and exemptions.
 - The allocated amount was \$137,379.14, thereby reducing the overlay total
 - Board suggesting using the old spreadsheet format for overlay progress.
 - Note: a change in the disbursements was voted at meeting on 9/13/21.
- Public Online Access
 - Working on electronic filing of abatement applications and signing.
- Chapter Land
 - Reminder mailing to go out 8/24; the deadline is Oct. 1
- Other
 - Working on standardizing street names across Vision, GIS, town clerk
 - Search continues for missing iPad.
 - LeRoux hasn't tried data extract from building dept to Vision

Next meeting sept. 13, 5 p.m.

Upton moved, Parks seconded adjournment at 6:16 p.m.

Unanimous; approved by Upton, Parks, Burke, Ventress