

**Wayland Board of Assessors  
Town Building- Assessor's Office  
41 Cochituate Rd Wayland MA 01778  
Monday January 29, 2018**

Attendees: Chair- S. Rufo, S. Glovsky, Z. Ventress and Administrative Assessor J. Marchant

**Meeting called to order**

S. Rufo called the meeting to order at 7:36pm.

**Review of minutes from December 11, 2017 and January 2<sup>nd</sup> 2018**

**S. Glovsky moved to approve the minutes of December 11<sup>th</sup> as amended. Z. Ventress seconded.**

**All in favor**

**S. Glovsky moved to approve the minutes of January 2<sup>nd</sup> as amended. Z. Ventress seconded.**

**All in favor**

**Update of Director of Assessing Position**

S. Rufo stated the HR board had moved their meeting up to Monday the 22<sup>nd</sup> rather than the 29<sup>th</sup>, and had approved the hiring of Bruce Morgan as the new Assessing Director at a comparable level and rate as the previous Director, in recognition of his experience. The new director, will start February 12<sup>th</sup>.

B. Morgan had contacted Chair S. Rufo and stated he would like to come into the office one day soon to review upcoming and ongoing issues to be immediately addressed.

**Update of office activity**

deferred

**Update of Real Estate Abatement Applications**

J. Marchant reported the number of abatement applications (15) the office had received thus far. She also updated the board that the personal property contractor RRC started their annual Wayland inspections today. Since this is a certification year, they will be visiting every business in Wayland over the course of this week to list the personal property. Those in the field have identification and the Wayland Police Department has been notified of this activity.

**Correspondence**

- 46 Cedar Crest- has filed for findings of fact to the ATB as a result of the ATB's decision in favor of the town
- 59 Old Sudbury Road- letter stating the house is vacant and soon-to-be demolished
- 533 Boston Post Road- letter received from their attorney requesting an extension from BoA and the ATB related to their appeal case until mid-February. BoA was agreeable.

**Documents for BOA Signature (review)**

**Motor Vehicle Excise Warrants and Commitments**

1<sup>st</sup> commitment 2018 \$2,065,845.00

7<sup>th</sup> commitment 2017 \$15,088.93

The board signed their approval of the motor vehicle warrants and commitments.

**Statutory Exemptions**

The board reviewed all of the applications for exemptions. They had several questions about individual applications and decided to defer any approvals until those questions can be addressed.

*Items in bold include agenda items as posted, motions and votes.*

### **Circuit Breaker Applications**

There was a question about the signing procedure for Circuit Breakers by S. Glovsky. The board deferred this topic until the new Director could be part of this discussion.

### **Revised/Omitted (newly exempt properties)**

deferred

### **228 Glezen Lane Chapter Land**

S. Rufo updated the board that the office received a question regarding the assessment for the property, which was addressed by staff.

### **Board Member Requested Discussion Topics**

- **Memo from Carolyn M Murray dated 12/9/2017, Open Meeting Law: Minutes**

S. Glovsky wrote up a review of his interpretation to the Attorney General and Ms. Murray's positions on the open meeting law and raised several questions and opposing procedures, which he presented. Steve stated the board should confirm what their priority is; and also what the law says they should do. Exemption applications state they are not open to public inspection. If/when docs are brought to open meetings, does that open them to public inspection? He doesn't think it should, but the Attorney General's office and Town Counsel interpret it differently.

The board continued this discussion on open meeting law. They agreed to reread all of the information and think about how to move forward at a future meeting.

S. Glovsky agrees no public should be able to see applications, but if a board member was not part of the review process, they should not sign it. Applications should be at the meetings so they can be reviewed or double-checked.

- **Chairman Authority**

S. Rufo distributed a 2005 document that outlines the duties of the Chair and gave a copy to S. Glovsky for review.

- **Request for Town Counsel Services**

S. Rufo suggested deferring until the new director starts to further discuss this issue.

### **Topics not reasonably anticipated by the Chair 48 hours in advance of Meeting, if any**

S. Rufo said there was a request from the FinCom to Acting Assessing Director Don Clarke, asking for a spreadsheet to extract assessment data. S. Rufo suggested waiting for the new director to reply to understand the data the FinCom was requesting and the purpose for which the information would be used and if there was a more informative way to share the data.

The FinCom Chair D. Watkins had sent a follow-up email to S. Rufo on Sunday that he needed the information for a debt exclusion presentation FinCom was making to the BOS the next day. She did not receive the information in time to respond to him.

### **Thoughts and Concerns from BOA members**

S. Glovsky suggested the board deem deny any application that is not based on specific data. S. Rufo suggested he wait to go through the full abatement process before suggesting the board makes any policy changes.

### **Public Comment**

None- no public in attendance.

*Items in bold include agenda items as posted, motions and votes.*

**Next Meeting:**

Will be coordinated with the new Director of Assessing Bruce Morgan once he begins. It is anticipated the next meeting might be on March 5<sup>th</sup>

**Meeting Adjourned**

**S. Glovsky moved to adjourn at 8:45pm. Z. Ventress seconded. All in favor**

Respectfully submitted, Jessica Marchant

FISCAL YEAR 2018 (CALENDAR YEAR 2018)

ASSESSORS WARRANT TO COLLECTOR  
**MOTOR VEHICLE AND TRAILER EXCISE**  
**FIRST COMMITMENT 2018-01**

THE COMMONWEALTH OF MASSACHUSETTS  
WAYLAND  
**OFFICE OF THE BOARD OF ASSESSORS**

To .....Zoe Pierce.....Collector of Taxes for  
 .....**Wayland**.....In the County of .....**Middlesex**...

Greeting:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the excise list herewith committed to you the amount of the MOTOR VEHICLE AND TRAILER EXCISE assessed to each such person for the privilege of registration, as therein set forth, with interest, the sum total of such list being **TWO MILLION SIXTY FIVE THOUSAND EIGHT HUNDRED FORTY FIVE DOLLARS AND ZERO CENTS. (\$2,065,845.00)**

And you are to pay over said taxes and interest to ...Zoe Pierce Treasurer of **Wayland**, or to her successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said excises and interest with your tax list and of your doings thereon at such times as the assessors shall in writing require.

But you are to complete, and make up an account of, the collection of the whole sum hereby committed to you, with interest, on or before December 31 of the current year.

And if a person refuses or neglects to pay his excise for fourteen days after demand, you shall issue a warrant to collect said excise including interest, charges and fees. If a person refuses or neglects to pay his excise after you or your designee have notified the person by mail or other means that a warrant to collect has been issued, and you or your designee have exhibited a copy of the said warrant to collect, or delivered a copy thereof to the taxpayer, or left it at his last and usual place of abode, or of business, you or your designee may request a hearing in the district court having jurisdiction. If the court finds that the debt is owed and there is sufficient property and an ability to pay, a warrant to distrain or commit and take the body of such person and commit him to jail shall issue to you or your designee to serve upon said person, according to law. Upon the issuance of the warrant to distrain or commit, you or your designee shall proceed to enforce the collection of said excise in accordance with the provisions of said court warrant.

And in the levy and collection of the amounts hereby committed to you, and of interest, and charges, and fees as provided by law, you are to have and to exercise all the powers conferred by the laws of this Commonwealth upon collectors of taxes.

Given under our hands this 29<sup>th</sup> day of January, 2018

Board of Assessors

Of Wayland

FISCAL YEAR 2018

NOTICE OF **FIRST** COMMITMENT 2018

The Commonwealth of Massachusetts  
The Town of Wayland  
Office of the Board of Assessors

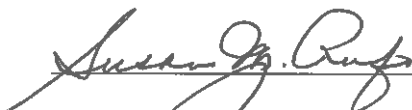
To: Town Accountant/Finance Director

You are hereby notified that a **Commitment**, as shown below, has this day been made by the Board of Assessors to Zoe Pierce Collector of taxes.

TAX	AMOUNT OF COMMITMENT
MOTOR VEHICLE EXCISE .....	\$2,065,845.00
2018-01 COMMITMENT	
PERSONAL PROPERTY TAX .....	\$0.00
REAL ESTATE TAX .....	\$0.00
CONSERVATION PRESERVATION ACT TAX.....	\$0.00
OMITTED ASSESSMENT	
REAL ESTATE TAX .....	\$0.00
PERSONAL PROPERTY .....	\$0.00

ALL SPECIAL ASSESSMENTS

Board of Assessors  
Wayland, MA 01778

  
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DATE: 1/29/ 2018

**Ramgoolam, Savitri**

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**From:** Larry Sabeau <lsabeau@kelleyryan.com>  
**ent:** Saturday, January 20, 2018 10:31 AM  
**to:** Pierce, Zoe  
**Cc:** Ramgoolam, Savitri; Brideau, Ellen  
**Subject:** new excise  
**Attachments:** 1181801.zip; 1181707.dat

Zoe,

Here are the files for the new excise...

Larry

2018-01	11816 bills	\$ 2,065,845.00
2017-07	289 bills	\$ 15,088.93

Laurence Sabeau  
Production Manager  
508-478-1218 ext 322

FISCAL YEAR 2018

ASSESSORS WARRANT TO COLLECTOR  
MOTOR VEHICLE AND TRAILER EXCISE  
SEVENTH COMMITMENT 2017-07THE COMMONWEALTH OF MASSACHUSETTS  
WAYLAND  
OFFICE OF THE BOARD OF ASSESSORSTo .....Zoe Pierce.....Collector of Taxes for  
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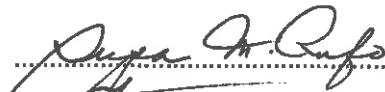

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Given under our hands this 29 day of January, 2018

  
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Board of Assessors

Of Wayland

FISCAL YEAR 2018

NOTICE OF SEVENTH COMMITMENT 2017

The Commonwealth of Massachusetts  
The Town of Wayland  
Office of the Board of Assessors


To: Town Accountant/Finance Director

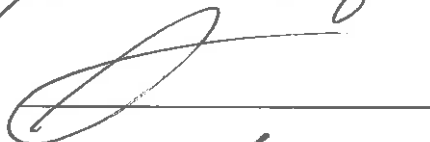
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ALL SPECIAL ASSESSMENTS

Board of Assessors  
Wayland, MA 01778

  
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