

**Wayland Board of Assessors
Town Building- Assessor's Office
41 Cochituate Rd Wayland MA 01778
Monday, April 23, 2018**

Attendees: Chair- S. Rufo, Vice Chair- J. Brodie, S. Glovsky, Z. Ventress, J. Todd, Director of Assessing B. Morgan and Administrative Assessor J. Marchant

Meeting called to order

S. Rufo called the meeting to order at 7:15pm.

Minutes

S. Glovsky moved and J. Brodie seconded to approve the minutes of April 12, 2018 as presented. All in favor with J. Todd abstaining.

Congratulations and Welcome to new BoA Member John Todd and newly re-elected BoA member Zach Ventress

S. Rufo congratulated J. Todd on his BOA position. J. Todd gave some background information about himself and each of the board members gave background information about themselves.

Director Review and Update of Prior Action Items:

- Update extension of filing deadline of 3ABC form for Wayland Weston Rowing Assoc.

It's a moot point as they have already submitted the form and the extension date of April 1 has passed.

- Update of RFP for Certification

The Request for proposal went to the website today and the advertisement went out so it can close two weeks from now.

- Review of Vision Audit Trail and Action Required

An audit trail exists in our Vision software for every parcel. You can see every keystroke and who did it and when for the history of a property. For FY18 it is not there. It's an important tool for the office to use. Bruce has called Vison and they estimate \$1000 in charges to restore this feature. **J. Brodie moved the Director be authorized to work with Vision to reestablish the audit trail and to spend up to \$1000 to complete the task. S. Glovsky seconded. All in favor**

- Update of BoA procedures regarding Registry of Probate

This obligation of the BOA is in regards to ownership – checking registry of deeds and/or registry of probate.

Bruce explained you can't go to the Registry of Probate (ROP) online like you can with the Registry of Deeds (ROD). Bruce met with the Town Clerk. She maintains a list of death certificates and will provide a list to the assessing office on a monthly basis.

J. Brodie wondered what the Assessor's responsibility is. S. Glovsky stated we need to know who the owner is as of January first of each year. We need to know what's recorded at ROD and ROP but like Bruce said we can't access ROP online like we can ROD. We have an obligation to tax the legal owners of properties.

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

Until probate revamps their software systems, other assessors Bruce has talked to are not planning to take any action with ROP.

J. Brodie takes issue with changing the property record card; even if we know someone is no longer alive. Some property owners are very sentimental about it.

S. Glovsky described an example of a recent exemption application that caused confusion because of this issue. He said if we don't send a tax bill to someone who is the current owner, we can't collect those taxes or put liens on the property.

This topic will be discussed further at another meeting.

- **Update of Circuit Breaker Applications Submitted and Inquiries of Appeal Process**

2 Circuit Breaker applicants turned 65 in 2017 and their applications need to be approved or denied. The board discussed the history of the change of the submission date. Discussion occurred as to whether the town was authorized to accept the 2016 tax returns this year. Town Counsel needs to be consulted.

Also, there is a new issue just discovered. In 2008 Wayland attempted to adopt the COLA increase as the state had done, but made an administrative error and may not have adopted it.

J. Brodie- fix for the future: the state now says towns can adopt local matches. The down-side is if we adopt that program, the applicants are unable to receive any other exemptions which some Wayland residents currently receive.

J. Brodie moved to wait for Town Counsel to advise before any further Circuit Breaker discussion (discuss timing, COLA, CB amount, past funding) S. Glovsky will write his questions and send to Bruce.

S. Glovsky seconded. All in favor

Election of Chair and Vice-Chair for 2018/19

S. Glovsky nominated Z. Ventress because he thinks the Chair position should be shared in rotation rather than in perpetuity. Z. Ventress respectfully declined. He appreciates the confidence, but he has too many other obligations to take on the role.

J. Brodie nominated S. Rufo as Chair. There were no other nominations. **Z. Ventress seconded since Susan has done such a great job coordinating with staff and other boards. All in favor**

S. Rufo nominated J. Brodie for Vice Chair. Z. Ventress seconded. All in favor

Documents for BOA Signature (review)

Statutory Exemptions

Details of previously deferred applications were explained.

1 statutory exemption (17D) was reviewed and recommended for approval. The board signed the approval.

1 statutory exemption (41C) was reviewed and recommended for approval. The board signed the approval.

The remaining 2 applications were deferred: 1 CPA and 1 Circuit Breaker.

Enter into Executive Session pursuant to MGL Chapter 30A, Section 21a(3) to discuss strategy with respect to Pending Appellate Tax Board Cases; 29 Rice Road and 59 Old Sudbury Road

At 8:41pm, S. Rufo moved to enter into executive session pursuant to MGL Chapter 30A, Section 21(a)(3) to discuss strategy with respect to Pending Appellate Tax Board Cases; 29 Rice Road and 59 Old Sudbury Road. J. Brodie seconded

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

The Chair declared that a public discussion relative to these ATB cases may have a detrimental effect on the litigating position of the Town.

Roll Call Vote: J. Brodie-yes, S. Rufo-yes, Z. Ventress- yes, S. Glovsky-no, J. Todd-abstained

The chair invited attendance by Director B. Morgan and Administrative Assessor J. Marchant

The chair stated the board will reconvene in open session in approximately 15 minutes for the purpose of returning to open session.

Reconvene in Open Session

The board reconvened in open session at 9:39pm.

While in executive session, the board voted to approve an FY18 abatement for 29 Rice Rd.

Correspondence

- Letter from 174 Pelham Island Rd regarding Circuit Breaker deadline

The board reviewed the letter and agreed the deadline is not extendable.

FY 18 Real Estate Abatements

This topic was addressed in executive session

Begin Review of BoA Member S Glovsky's Memo Distributed at March 26th meeting

Deferred

Chair recap of Board of Selectmen meeting of 3/6/18 regarding Maximus report

Deferred

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

None

Thoughts and Concerns from BOA members

None

Public Comment

None

Next Meeting:

Anticipated to be May 7th at 7:15pm

Meeting Adjourned

S. Glovsky moved to adjourn at 9:44pm. S. Rufo seconded. All in favor

Respectfully submitted,
Jessica Marchant

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

174 Pelham Island Rd.
Wayland, MA 01778
April 20, 2018

RECEIVED
2018 APR 20 AM 10:51
WAYLAND
BOARD OF SELECTMEN

Chairs, Board of Assessors and Selectmen
Dear Ms. Rufo and Ms. Anderson

The Town of Wayland has generously awarded its seniors a matching Circuit Breaker for the last few years. Until this year, those applying had until the last day of the calendar year to submit their applications. I understand, from the Treasurer's Office, the rules were changed to accommodate their administrative procedures.

However, those seniors like me who are away for the winter season, usually for their health, would not have received notices of the new deadline; that is on January 10th, and will face a budgetary hardship. I check phone messages while away and nobody tried to phone to tell me about this important change, nor did I receive an email, only snail mail which is impractical to forward. I also learned the Treasurer's office complained about the lack of uniformity in submissions but didn't necessarily expect something so drastic to happen.

Because this is the first year of the new deadlines and in the usual high-minded spirit of our Town that initiated these matching amounts because of our high tax rates, I respectfully request that you care for all of us by requesting of the Board of Selectmen and the Town that exceptions be made for this first year of change, only, and we (I believe there are about 6 of us) be allowed to submit our applications until April 30th, by which time seniors have returned to Wayland when the weather is easier to endure. It would seem harsh and Draconian not to allow one more month when 8 more months were previously allowed, leaving those of us like me to return home to find we have no recourse.

Thank you.

Sincerely,


Janet Caristo