

**Wayland Board of Assessors
Town Building – Council of Aging Room
41 Cochituate Rd., Wayland, MA 01778
Monday, November 18, 2019**

Attendees: Chair Jayson Brodie, members John Todd, Molly Upton and Director of Assessing, B. Morgan,

Meeting called to Order:

J. Brodie called meeting to order at 7:33 pm.

Public Comment: None

Review of minutes from October 7, 15 and November 4, 2019:

The chair postponed the approval of the minutes from October 7, 15 and November 4

Director Morgan’s Review and Update of Office Activities:

The director reported that the next phase of the cyclical inspection contains 900 properties (100 north of route 20 and the remainder south of route 20). He reported on the process of mailing postcards to properties in 100 lot batches and the high number of owners that are calling the office to set-up appointments.

Correspondence and Documents for BOA Review and Signature:

The Motor Vehicle Excise Warrant and Commitment #2019-06 was presented by the director. The chair asked that the documents be approved by signature. The warrant and commitment were approved unanimously.

The director presented the memo containing the chapter 61A and chapter 61B qualified properties. The chair asked that the memo be approved by signature. The memo was signed by all attendees.

Board discussion and election of a Secretary of the Board of Assessors:

The chair noted that no specific duties are assigned by statute to the secretary. Brodie specified that while the secretary is not responsible to record the minutes, he/she would be asked to assure that meeting minutes are available. The secretary is not responsible to record the minutes. Any further duties of the secretary would be by mutual agreement between the chair and the secretary. M. Upton nominated John Todd to be secretary. Todd accepted the nomination and Zach Ventress seconded. With no further nominations, the board voted unanimously to elect Todd as secretary.

Discussion and vote of the FY2020 overlay amount and the preliminary FY2021 amount:

Director Morgan told the board that the vote initially taken to establish the preliminary FY2020 overlay amount met DLS requirements and no further action is required. The board then discussed setting the preliminary FY2021 overlay amount. M Upton questioned setting the overlay before knowing the balance. The result was that the board decided to maintain the consistent level funding at \$250,000. The BOA instructed director Morgan to notify the Director of Finance of the board’s decision. M. Upton inquired about reviewing the status of the overlay

surplus. When B. Morgan noted that the overlay review sheets were available, the chair announced that a discussion of the overlay and overlay surplus would be on our next agenda

Review of the upcoming preparation and schedule of the Classification Hearing process: Director Morgan distributed draft copies of the board's presentation material. Page by page the board reviewed the material. Morgan answered each of the board's questions and minor changes/corrections were incorporated. Brodie said that to assure maximum BOA member attendance at the hearing, he would contact Cherry Karlson and request that the presentation be scheduled to begin between 7:30 and 7:45pm.

Topics not reasonably anticipated by the Chair 48 hours in advance of meeting, if necessary: None

Thoughts and Concerns from BOA members: None

Date of next meeting:

The chair set the next meeting for Nov. 25 at 7:15pm

Meeting Adjournment:

M. Upton moved to adjourn at 8:34pm. J. Todd seconded. All in favor.

ASSESSORS WARRANT TO COLLECTOR
MOTOR VEHICLE AND TRAILER EXCISE
FIFTH COMMITMENT 2019-06

THE COMMONWEALTH OF MASSACHUSETTS
WAYLAND
OFFICE OF THE BOARD OF ASSESSORS

ToMaura O'Connor, Collector for.....**Wayland**.....In the County of**Middlesex**....

Greetings:

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 **FORTY-THREE THOUSAND SEVENTY-ONE DOLLARS AND EIGHTY CENTS**. (\$43,071.80)

And you are to pay over said taxes and interest to ...Maura O'Connor, 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 1st day of Nov, 2019

.....*Maura O'Connor*.....
*[Signature]*.....
*[Signature]*.....
*[Signature]*.....
*[Signature]*.....

Board of Assessors

Of Wayland

THIS FORM APPROVED BY THE COMMISSIONER OF REVENUE

NOTICE OF **SIXTH COMMITMENT 2019**

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

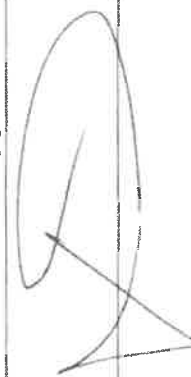
To: Town Accountant/Finance Director

You are hereby notified that a **Commitment**, as shown below, has this day been made by the Board of Assessors to Maura O'Connor, Collector of Taxes.

EXCISE TAX 2019-06 COMMITMENT CALENDAR YEAR 2019	AMOUNT OF COMMITMENT
MOTOR VEHICLE EXCISE	\$43,071.80
PERSONAL PROPERTY TAX	\$0.00
REAL ESTATE TAX	\$0.00
ALL SPECIAL ASSESSMENTS	
CONSERVATION PRESERVATION ACT TAX.....	\$0.00
OMITTED ASSESSMENT	
REAL ESTATE TAX	\$0.00
PERSONAL PROPERTY	\$0.00

Board of Assessors
Wayland, MA 01778

Wayland

7-18-19


DATE: 11-18-2019