



TOWN OF LUNENBURG
BOARD OF ASSESSORS
P.O. BOX 135
LUNENBURG, MA. 01462

Minutes from the Board of Assessors meeting held: April 1, 2014

The meeting opened at 5:40 pm. Present: Chairman, Louis Franco, Board Member, Matt Papini, Sr., Regional Assessor, Harald Scheid and Louise Paquette, Administrative Assistant. Board Member, Christopher Comeau not present.

Board reviewed and approved current expense vouchers, abatements, warrants, commitments, March 4th minutes & payroll.

Board reviewed and approved the abatement of uncollectable motor vehicle excise tax as recommended by Shelly McCaie, Tax Collector in the amount of \$57.81. (*to be posted*)

Harald suggested that the ABC Charitable Organization accounts be tabled this evening. Matt motioned that the Board accept Harald's suggestion to table the item and Lou seconded.

BOA reviewed FY14 Supplemental RE billing spreadsheet which reflects properties that were under new construction and now have occupancy permits. Harald explained that in order to commit a supplemental bill, the property value must increase by at least 50 percent of the original value and the tax is calculated beginning the day of occupancy permit. Louise stated that notification letters will be mailed to each individual owner and the bill will follow within a week or two. The bill count of 19, total \$48,981.27 in tax. Louise will notify the Town Manager, Accountant & Tax Collector of the commitment /warrant and mailing date.

Louise reminded the Board that the Town Meeting will be held on Saturday, May 3rd and the Elections will be held on Saturday, May 17th. Matt congratulated Louis on receiving the caucus vote for reelection. Louis thanked everyone for their support.

Harald gave an update to the recent solar projects and explained that the DOR have been conducting work sessions regarding the valuations & assessments of these projects.

Work in progress - continuation of March 4, 2014 meeting: Louise reported that she met with Harald & Louis regarding the procedure outlined in the ASCME, Council 96 regarding reclassification of her position. A letter was drafted along with the required reclassification request form to request an audit of the position. The form will be submitted with the Town Manager for review and consideration and shall forward a copy of same to the Union. In addition to this request, Louis & Harald reviewed the proposed "Administrative Assessors' job description and advised that the amended copy be submitted as well for review. After discussion and review of all documentation, Harald & Louis signed the cover letter in support of the reclassification request. Matt stated that he also is in support of this reclassification, stating that the job certainly warrants greater recognition and is willing to meet with Town Manager and Union representatives.

Next meeting will be held on Tuesday, May 6, 2014 at 5:45 pm.

Meeting adjourned at 7:15 pm.

Respectfully Submitted,



Louise Paquette
Administrative Assistant
Office of the Board of Assessors

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**LUNENBURG TOWN
CLERK OFFICE**