

Board of Assessors Meeting Minutes 8-20-2013

k "Budd" Kelley, Chairman , Board of Assessors
Principal Assessor
Sanford "Sandy" Wechsler, Assessor
E. Peter Murphy, Assessor

Michelle Branciforte,
Carrie Keville, MAA, Assessor's Clerk

August 20, 2013 Meeting Minutes

Present: B. Kelley, P. Murphy, S. Wechsler and M. Branciforte

The meeting opened at 6:05 p.m.

- The minutes from August 6, 2013 were approved and signed.
- Michelle provided the board with a data analysis packet from Patriot Properties. She explained that the 101's overall mean of 97.5 is the starting point for all other categories of properties. All others have to fall within +/- 5% of the 101's overall. The analysis looks sound.
- Cyclical's – Budd explained to the board members that Patriot had conducted more than 10% cyclical's in past years and we are currently up to date with our numbers. Michelle explained that she ran a street listing report for everything that has not been seen since before 1/1/2007. The outstanding number of properties to be seen is 860 for the next 7-9 years. So far, 1,750 have been inspected. Peter and Sandy agreed with Budd that it is not necessary for Patriot to conduct cyclical's this year.

However, Budd mentioned to the board that per his conversation with Mark Harrell of Patriot, we did not provide Patriot with 5-6 building permit cards to be measured and listed, two of which are the new large homes on Newman Road.

- Peter mentioned the home on 18 Temple Blvd., which had a building permit in 2005 for \$500,000. Peter feels this home is undervalued. The Board of Assessors asked Michelle to have Mark Harrell look at this home and possibly re-assess it. Michelle will get in touch with Mark Harrell about this.
- Michelle presented the board with a new, re-vamped Sales Questionnaire. The board would like to start using it right away, and additionally include a self-addressed stamped envelope. Michelle explained to the board her wish to start inspecting homes that have sold from 1/1/2013 to current, in order to start getting to know the town, the neighborhoods and most importantly to speak with the home owners. The board agreed. Michelle will start making calls to set up appointments right after the Department of Revenue Field Representative, Tom Dawley comes to Newbury next Wednesday August 28th and Carrie returns from vacation.
- Budd asked how the extract for MIMAPs is going. Michelle informed the board that she is working with Jerrard Whitten, Merrimac Valley Planning and Maria Webster, Patriot Properties on the extract. Patriot is currently using a Banker & Tradesman extract that does not encompass the information needed by MIMAPs. Additional fields of information will have to be added.

At 6:40 p.m. Peter motioned to adjourn the public meeting. Sandy seconded the motion. The meeting adjourned. The next meeting will be posted for September 3, 2013.

F. "Budd" Kelley, Chairman

Sanford Wechsler

E. Peter Murphy