

TOWN OF ROWE - BOARD OF ASSESSORS - MINUTES

Thursday, February 25, 2021 – noon (via Zoom Teleconference)

This meeting will be held via audio/video conference, consistent with Gov. Baker's temporary modifications to Open Meeting Law.

Present: Chair Rick Williams, Assessors Herb Butzke (remote) and Ellen Miller (remote)

- 1. Call to Order:** Meeting was called to order by Chair Williams at 12:02pm.
- 2. Minutes:**
 - Minutes of Jan 19 Reg and Feb 10 Reg meetings were approved as corrected (Rick—aye, Herb—aye, Ellen—aye). Minutes of Feb 10 ES were approved as submitted (Rick—aye, Herb—aye, Ellen—aye).
 - Minutes outstanding: Jun 30 (Reg & ES), Jul 21 (Reg), Aug 27 (Reg & ES), Sept 16 (Reg), Sep 22 (Reg), Sep 29 (Reg), Oct 7 (Reg)
- 3. FY21 Budget/Payables:** Approved the payment of a \$30.90 reimbursement for Rick Williams for postage (Herb—aye and Ellen—aye; Rick abstained).

FY21 Acct	Acct #	7-1-20 Approp	Curr Bal (2-19-21)	Payroll/Payables	Amount	New Bal
BOA Stipends	01-141-5100-00000	\$5,354	\$ 2,676.98			
Asst Assessor Wages	01-141-5102-00000	\$12,000	\$10,493.40			
BOA Operations	01-141-5701-00000	\$9,600	\$ 1,551.83	Rick Williams, Postage Reimb	\$ 30.90	\$ 1,520.93
ATB Consulting/ Legal Support	03-141-5901-03166	\$50,000	\$15,270.32			
Quint Reval – RES/CIP	03-141-5902-03178	\$1,600	\$4,800			
Quint Reval - YAE	03-141-5902-03179	\$2,000	\$6,000			
Ann Updates - Hydro Valuations	03-141-5902-03180	\$14,000	\$0			
Ann Updates - T&D/ROW Values	03-141-5902-03181	\$5,000	\$0			
Assessors Overlay	01-1-230-217, 218, 219, 220	\$313,110	\$313,110	FY21 Recap	\$203,554	\$512,100

- 4. FY2020 Map Updates:**
 - a) 2020 Deeds/Plans:** Deeds and plans for 2020 were mailed to CAI Tech on Feb 10, 2021.
 - b) Parcel 408-033 (Mass Dept of F&G):** The LUC code should be changed from 132 to 911
 - c) Parcel 409-002 (Scott/Sargent):** To be divided into Sargent 409-002 (33.737 ac) and Scott 409-002.1 (7.263 ac).
 - d) CommMA Parcels:** Eight (8) CommMA parcels need labeling and shading:

Map/Lot	Label	Location	Shading
401-024	Rowe State Forest	Off Potter Rd	Green
401-027	Rowe State Forest	Off Potter Rd	Green
401-028	Rowe State Forest	Off Potter Rd	Green
404-023	Rowe State Forest	Monroe Hill Rd*	Green
408-033	Maxwell Brook WMA	Off Tatro Rd	Green
409-007	Maxwell Brook WMA	Tatro Rd	Green
409-011	Maxwell Brook WMA	48 Tatro Rd	Green
409-012	Maxwell Brook WMA	Tatro Rd	Green

*AssessPro says Monroe Bridge Rd

5. **FY2022 Chapter 61 - Scott/Sargent (409-002, 409-003):** The c.61 certification for these parcels expired 12/31/2020. A new 10-year Forest Management Plan (FMP) was due to the DCR by July 1 and the application to renew their c. 61 classification was due to the Assessors by Oct 1. Per Rick's discussion with the DCR the affected parcels need to be removed from c. 61 for FY22. The landowners have been notified.

6. **MV Excise Commitments/Abatements:**

- a) **Abatement:** The Board unanimously approved the following MVE abatement in the amount of \$37.78 (Rick—aye, Herb—aye, Ellen—aye).

FY	Type	Owner	Cert #	Bill #	Vehicle	Reason	Amount
2021	MVE	Reed Brown	369	60	2003 Toyota Matrix	Junked	\$ 37.78

- b) **Monthly List of Abatements:** The Board unanimously approved the February Monthly List of MVE Abatements in the amount of \$281.84 (Rick—aye, Herb—aye, Ellen—aye).

7. **February Monthly List of Abatements:** The Board unanimously approved the February Monthly List of Abatements in the amount of \$179.00 (Rick—aye, Herb—aye, Ellen—aye).

8. **FY22 Forms of List/3ABC:** Received RC&CC's 3ABC on 2/16/2021 along with an IRS form granting an extension for filing Form 990 to July 15, 2021.

9. **FCCIP Building Permits:** Reviewed Jan 2021 permits. Property cards will be updated with info.

Owner	Permit #	Address	Map/Lot	Project	Value
Soviecki	R-21-0002	41 Davenport Rd	408-029	Insulation, air sealing	\$ 3,000
Soviecki	G-21-0011	41 Davenport Rd	408-029	New gas water heater	
Soviecki	P-21-0007	41 Davenport Rd	408-029	Replace water heater	
Decker	R-21-0036	2 Dell Rd	201-019	New Storage Shed	\$ 18,000

10. **New Deeds, Plans:** None

11. **Administrative Assistant—Job Posting:** Informal interest in the position was expressed by the town's part-time Treasurer Terry Green. Ellen checked with the DOR to see if there would be a conflict with our Treasurer also working in our Assessors' office. It doesn't appear there is a conflict. Rick stated that in discussion with the Janice Boudreau, the BOS plans on having the Treasurer take over the Tax Collector responsibilities at the beginning of FY22 on July 1.

12. **Tax Exemption and Short-Term Rentals:** Researching the ability for a tax exempt organization to retain tax exemption status while renting facilities for activities unrelated to the tax exemption. Research into prior years' income is needed to determine average amount of income related to non-tax exempt activity. Prior years' filings for RC&CC will be researched.

13. **Executive Sessions:** E.S. under MGL c.30A, §21(a), Item 3 and Item 7 were not needed.

14. **Any Other Business:**

- a) **Annual Town Report:** Due March 1st. Miscellaneous financial reports prepared by Rick were reviewed and accepted :List of Prop Transfers, FY21 RECAP and Cherry Sheets, and multi-year tax rate comparison table. Draft BOA report by Rick was discussed and Rick will incorporate comments.

15. **Next Meeting:** Thurs, March 18 at 9am.

16. **Adjournment:** Unanimous vote to adjourn the meeting at 1:00pm (Rick—aye, Herb—aye, Ellen—aye).

Respectfully submitted,
Ellen B. Miller

Approved:

<u>FN Williams</u>	<u>3-18-21</u>
Frederick N. Williams, Chair	Date
<u>EB Miller</u>	
Ellen B. Miller	
<u>[Signature]</u>	<u>3/18/21</u>
Herbert G. Butzke	