

**Town of Concord
Board of Assessors Meeting Minutes
July 9, 2020**

Present: Tom Matthews, Chair, William Herring, Tory Lambert and Susan Livingston
Staff: Lane Partridge, Town Assessor, Carolyn Dee, Sr. Administrative Assistant
Christopher Caramody, Town Manager’s Office, Terri Ackerman, Select Board

The meeting was called to order at 4:07 P.M.

Mr. Matthews read the Zoom Conference statement provided to all Concord Boards and Committees for a zoom meeting.

“In accordance with Governor Baker’s executive order permitting virtual meetings during the COVID pandemic, the Board of Assessors is conducting this meeting today, July 9, 2020 at 4:07 P.M. eastern on the Zoom platform and in accordance with the Town’s Policy Directive and Guidelines issued on April 1, 2020 and amended on May 7, 2020. I ask that all board members, town staff, and presenters activate their video and mute their microphone unless they have something to say or are participating in committee dialogue. This meeting is being recorded and will be available for later viewing on the Town’s website. All committee votes will be taken via roll call. We will start with an attendance roll call. I will announce your name, please reply. For members of the public, please unmute yourself when I’ve opened the meeting to public comment.”

Mr. Matthews took the attendance:

Mr. Lambert - Aye
Ms. Livingston - Aye
Mr. Herring - Aye
Mr. Matthews - Aye

MINUTES

May 28, 2020 – Regular Session & Executive Session

On a **MOTION** made by Mr. Lambert and seconded by Ms. Livingston it was **VOTED** by roll call vote:

Ms. Livingston - Aye
Mr. Lambert - Aye
Mr. Herring - Aye
Mr. Matthews - Aye

to **APPROVE** the minutes of the Regular Session Meeting and the Executive Session Meeting of May 28, 2020.

MOTOR VEHICLE END OF MONTH REPORTS

Mr. Partridge presented End of Month Reports for Motor Vehicle Excise Tax Abatements for **May 2020** with the following amounts:

2020 - \$2,534.90

On a **MOTION** made by Ms. Livingston seconded by Mr. Lambert, it was **VOTED** by roll call vote:

Mr. Herring - Aye
Mr. Lambert - Aye
Ms. Livingston - Aye
Mr. Matthews - Aye

to **APPROVE** the motor vehicle excise tax abatements for **2020** as designated in the End of the Month Reports for **May 2020** and as listed above.

Mr. Partridge presented End of Month Reports for Motor Vehicle Excise Tax Abatements for **June 2020** with the following amounts:

2020 - \$1,864.51

On a **MOTION** made by Ms. Livingston seconded by Mr. Herring, it was **VOTED** by roll call vote:

Mr. Lambert - Aye
Mr. Herring - Aye
Ms. Livingston - Aye
Mr. Matthews - Aye

to **APPROVE** the motor vehicle excise tax abatements for **2020** as designated in the End of the Month Reports for **June 2020** and as listed above.

676, 712, 70Y AND 68Y MONUMENT ST

Mr. Partridge stated that Chapter 61A Release of Liens need to be signed by the Board for the above mentioned properties as the properties are no longer under the Chapter Land designation and the rollback taxes, in the amount of \$57,000, have been paid. Ms. Dee will leave the documents in the lock box outside our office and the Board will come and sign the documents.

On a **MOTION** made by Ms. Livingston seconded by Mr. Herring, it was **VOTED** by roll call vote:

Ms. Livingston - Aye

Mr. Lambert - Aye
Mr. Herring - Aye
Mr. Matthews - Aye

to **APPROVE** the signing of the documents for release from the Chapter 61A Program.

TITLE V BETTERMENT LOAN

The Board discussed the Title V Betterment Loan for 61 Pine Hill Lane in the amount of \$29,270.

On a **MOTION** made by Ms. Livingston seconded by Mr. Lambert, it was **VOTED** by roll call vote:

Mr. Herring - Aye
Mr. Lambert - Aye
Ms. Livingston - Aye
Mr. Matthews - Aye

to **APPROVE** the Title V Betterment Loan for 61 Pine Hill Lane in the amount of **\$29,270**.

CONCORD ROD & GUN CLUB

The Board discussed the Forestry Land Renewal Application for the Concord Rod & Gun Club for:

74 Strawberry Hill Rd.
27X Barretts Mill Rd.
31B Barretts Mill Rd.

On a **MOTION** made by Ms. Livingston seconded by Mr. Herring, it was **APPROVED** by roll call vote:

Ms. Livingston- Aye
Mr. Lambert- Aye
Mr. Herring - Aye
Mr. Matthews - Aye

to **APPROVE** the Chapter 61 Renewal Applications for the above mentioned properties.

FISCAL YEAR 2021 WARRANTS

Mr. Partridge stated that the following amounts have been submitted to the Town Treasurer for the 1st and 2nd Quarter Preliminary Real Estate Tax Bills for Fiscal Year 2021:

Real Estate - \$48,502,155.83

On a **MOTION** made by Mr. Lambert seconded by Ms. Livingston, it was **VOTED** by roll call vote:

Mr. Herring - Aye
Mr. Lambert - Aye
Ms. Livingston - Aye
Mr. Matthews - Aye

to **APPROVE** the Warrant for the Preliminary Real Estate Tax Bills for Fiscal Year 2021 in the amount of **\$48,502,155.83**.

Community Preservation Act Surcharge - \$664,051.18

On a **MOTION** made by Mr. Lambert seconded by Mr. Herring, it was **VOTED** by roll call vote:

Ms. Livingston - Aye
Mr. Lambert - Aye
Mr. Herring - Aye
Mr. Matthews - Aye

to **APPROVE** the Warrant for the Preliminary Community Preservation Act Surcharge for Fiscal Year 2021 in the amount of **\$664,051.18**.

Personal Property - \$350,770.68

On a **MOTION** made by Mr. Lambert seconded by Ms. Livingston, it was **VOTED** by roll call vote:

Mr. Herring - Aye
Mr. Lambert - Aye
Ms. Livingston - Aye
Mr. Matthews - Aye

to **APPROVE** the Warrant for the Preliminary Personal Property Tax Bills for Fiscal Year 2021 in the amount of **\$350,770.68**.

TOWN ASSESSOR

Mr. Partridge stated that we have had 46 applications for the Senior Clerk Position currently vacant in our office. We will select 7 applicants to conduct a first interview with and then approximately 2 or 3 for a second interview. The first interview will be through Zoom and the second will be in person. He hopes to have the position filled by August 1, 2020.

Mr. Ladd and Mr. Phelan are conducting Building Permit Inspections and have been able to inspect both inside and outside of homes.

Mr. Partridge and Ms. Dee are working in the office on Monday and Tuesday and remotely Wednesday, Thursday and Friday. Mr. Ladd and Mr. Phelan are working in the office Wednesday and Thursday and remotely Monday, Tuesday and Friday.

Mr. Partridge is currently reviewing 2019 sales for analysis for Fiscal Year 2021. He would like to try to hold values steady for Fiscal Year 2021 something he believe is valuable for Public Relations. We will discuss the Fiscal Year 2021 values further at the next meeting.

Town Meeting will be held on September 13, 2020 at 1:00 P.M. at the Doug White Field at the High School.

NEXT MEETING

The next meeting is scheduled for August 20, 2020 at 4:00 P.M. through Zoom Conferencing

ADJOURNMENT

On a **MOTION** made by Ms. Livingston seconded by Mr. Herring, it was **APPROVED** by roll call vote:

Ms. Livingston-	Aye
Mr. Lambert-	Aye
Mr. Herring -	Aye
Mr. Matthews -	Aye

to **ADJOURN** the meeting.

Respectfully submitted,

Carolyn H. Dee
Sr. Administrative Assistant