

# TOWN OF ROWE - BOARD OF ASSESSORS - MINUTES

## Wednesday, February 10, 2021 – 9am (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 9:06am.
2. **Minutes:**
  - Minutes of Dec 29 (Reg) were approved as corrected (Rick—aye, Herb—aye, Ellen—aye). Minutes of Jan 19 were tabled.
  - 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), Jan 19 (Reg)
3. **FY21 Budget/Payables:** Unanimously approved the payment of a \$262.50 invoice for GE Sansoucy for National Grid ATB Appeal support (Rick—aye, Herb—aye, Ellen—aye).

FY21 Acct	Acct #	7-1-20 Approp	Curr Bal (2-5-21)	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	\$10,539.40			
BOA Operations	01-141-5701-00000	\$9,600	\$ 1,551.83			
ATB Consulting/ Legal Support	03-141-5901-03166	\$50,000	\$15,532.82	Sansoucy: Nat Grid ATB appeal support	\$ 262.50	\$ 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:** Deeds and plans are ready for mailing to CAI Tech. A few items need addressing:
  - a) **Parcel 201-062 – Pelham Dr:** There is no data linked to this parcel in <https://www.axisgis.com/rowema/>. Probably belongs to Marchegiani. Several other parcels in this area seem to have the same problem.
  - b) **Parcel 409-001 – Town of Rowe:** Map shows it as Park Land. It should just be Town of Rowe. Town took it via tax title in 1959, but not for Park land. There are many other parcels that are shaded green that should not be shaded green, and a few that are that should not be. Rick will discuss this with CAI.
  - c) **Parcel 409-002 – Scott/Sargent:** Newly carved out section that Molly Scott retained should be renamed 409-002.1.
5. **FY2022 BOA Budget:**
  - a) **Mayflower FY22 Support Contract:** Contract has been approved by BOA and BOS. Rick made a copy for filing and gave the original to the Town Accountant.
  - b) **CAI Tech FY22 Tax Map Maintenance Contract:** Unanimously approved the FY22 (calendar 2021) contract in the amount of \$1,400 (Rick—aye, Herb—aye, Ellen—aye). As the current year contract is \$1,100 and we level funded for the FY22 preliminary budget. Rick will resubmit our budget with a \$300 increase in Operations.

6. **FY2022 Chapter 61 - Scott/Sargent (409-002, 409-003):** These two parcels that Molly Scott sold to John Sargent [Bk 7652, Pg 100 recorded 11/18/2020] have been in C. 61. Rick is in contact with the DCR Forester Allison Hunter-Wright and Corey Gardner-Goodyear of DCR office to sort some issues:

- 1) 10-year Forest Management Plan: Expired 12/31/2020. Rick's research showed that a new FMP should have been submitted to DCR by July and then a C.61 renewal application submitted to the Assessors by 10/1/20. DCR stated they sent Molly Scott a reminder in May 2020 to renew the FMP. There is no forgiveness on the C. 61 deadlines, so the parcels cannot have C. 61 designation for the ensuing year (FY22). They can apply for C. 61 designation for FY23.
- 2) Right of First Refusal: As the parcels are no longer in C. 61 the town should probably have been given first refusal. Researching this further.

7. **FY2022 Forms of List/3ABC:** Due dates:

- 1) Residential/Commercial: Mar 1
- 2) 3ABC: Mar 1
- 3) Power Companies: Apr 1

8. **FCCIP Building Permits:** Reviewed Dec 2020 permits. Property cards will be updated with info.

Owner	Permit #	Address	Map/Lot	Project	Value
Paige	R-20-0922	25 Newell Cross Rd	202-011	Attic insulation; air sealing	\$ 3,400
Reisman	R-20-0908	112 Ford Hill Rd	202-061	Kitchen Renov; new ½ bath	\$ 50,000
Butzke	R-20-0891	137 Leshure Rd	402-075	Insulation	\$ 660
Bershof	R-20-0869	2 Dell Rd	408-002	New Storage Shed	\$ 18,000
Hillier	R-20-0865	0 Tunnel Rd	407-025	Steel Storage unit 8x40	\$ 5,500
Town of Rowe	C-20-0910	325 Zoar Rd	407-013	Roof, siding on shed	\$ 20,000

**Map 407, Lot 013:** Camper on lot. Research further.

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

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

- a) **2021—Commitment 1A:** The Board unanimously approved 2021 Commitment #1A in the amount of \$299.15 (Rick—aye, Herb—aye, Ellen—aye).
- b) **Abatement:** The Board unanimously approved the following MVE abatement in the amount of \$244.06 (Rick—aye, Herb—aye, Ellen—aye).

FY	Type	Owner	Cert #	Bill #	Vehicle	Reason	Amount
2021	MVE	Marilyn Wilson	368	456	2018 BMW	Traded	\$ 244.06

11. **Administrative Assistant—Job Posting:** Job ad ran in The Recorder Mon., Jan 11 and Sat., Jan 16. Job opening is also posted on town website and in February Goal Post. Application deadline was Fri, Feb 5. We have one informal applicant so far who is also our part-time Town Treasurer. Ellen will check with the DOR to see if there would be a conflict with our Treasurer's office employee working in our Assessors' office. It is our understanding that the Treasurer will be taking over the Tax Collector responsibilities at some point. The DOR is already on record stating that Tax Collector should not be working in Assessors' office.

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 tax exempt activities. Research into prior years' income is needed to determine average amount of income related to non-tax exempt activity. Prior years' filings will be researched.

13. **Executive Session:** E.S. under MGL c.30A, §21(a), Item 3 was not needed.

14. **EXECUTIVE SESSION:** At 10:28am the Board voted unanimously (Rick—aye, Ellen—aye, Herb—aye) to enter into Executive Session under MGL c.30A, §21(a), Item 7: “...to comply with, or act under the authority of, any general law,” specifically MGL c.59, §60—the statute requiring confidentiality, to act on one (1) senior exemption application and to then reconvene in open session.

15. **RECONVENE IN OPEN SESSION:** At 10:46am the Board reconvened in open session.

16. **Any Other Business:**

a) **Continuity of Operations Plan:** The Selectboard has requested all departments submit a COP due to the coronavirus. Document is being drafted.

17. **Next Meeting:** TBD. Either Feb 17 or Feb 24

18. **Adjournment:** Board voted unanimously to adjourn the meeting at 10:56am (Rick—aye, Herb—aye, Ellen—aye).

Respectfully submitted,  
Ellen B. Miller

Approved:

FW Williams 2-25-21  
Frederick N. Williams, Chair Date

EB Miller  
Ellen B. Miller

[Signature] 2/25/21  
Herbert G. Butzke