



Town of Rochester

Board of Assessors
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Board of Assessors:

Jana G. Cavanaugh, Chairperson
Diana L. Knapp, MAA
Debra M. Lalli, MAA

Assessing Staff:

Karen Trudeau, MAA, Principal Assessor – Ext.126
Debra M. Lalli, MAA, Assessment Administrator – Ext. 12
Margaret Gonneville, Assessing Clerk – Ext. #127

AUGUST 9, 2021

ASSESSORS MEETING

5:00 PM – 6:30 PM

THE MEETING WAS CALLED TO ORDER BY CHAIRPERSON, JANA CAVANAUGH AT 5:00 PM. ALSO PRESENT WAS ASSESSOR DEBRA LALLI. CHAIRPERSON CAVANAUGH STATED ASSESSOR DIANA KNAPP IS PARTICIPATING REMOTELY VIA TELECONFERENCING DUE TO REMOTE REASON #5, GEOGRAPHIC DISTANCE.

THE BOARD REVIEWED A COPY OF A WARRANT TO THE TOWN OF ROCHESTER FROM THE PLYMOUTH COUNTY COMMISSIONERS FOR FISCAL YEAR 2022 APPORTIONED TAXES IN THE AMOUNT OF TWENTY THOUSAND, FOUR HUNDRED, EIGHTY-TWO DOLLARS AND THIRTY-ONE CENTS (\$20,482.31)

THE BOARD ACKNOWLEDGED RECEIPT OF A NOTIFICATION FROM THE DEPARTMENT OF REVENUE STATING THE FISCAL YEAR 2021 PROPERTY TAX EXEMPTION FORM HAS BEEN APPROVED.

THE BOARD ACKNOWLEDGED RECEIPT OF A MEMO FROM THE TOWN CLERK REGARDING NEW PROCEDURES FOR THE POSTING OF MEETINGS AND THEIR AGENDAS. MEETINGS/AGENDAS WILL NOW BE POSTED ON THE TOWN'S WEBSITE. SEE ATTACHED TWO MEMOS

THE BOARD ACKNOWLEDGED RECEIPT OF A MEMO FROM JC ENGINEERING REGARDING ONE OF THEIR EMPLOYEE'S EMAIL ACCOUNT HAS BEEN HACKED AND TO NOT OPEN THE ATTACHMENT. SEE ATTACHED

THE BOARD ACKNOWLEDGED RECEIPT OF AN EMAIL FROM THE TOWN CLERK NOTING HE WILL NOW BE POSTING MINUTES OF MEETINGS.

ON A MOTION DULY MADE (LALLI) AND SECONDED (KNAPP) WITH ROLL CALL VOTE ALL IN FAVOR, LALLI (YES), KNAPP (YES) AND CAVANAUGH (YES); THE BOARD UNANIMOUSLY VOTED THAT APPROVED REGULAR ASSESSORS MEETING MINUTES MAY BE POSTED ON THE TOWN'S WEBSITE

THE BOARD REVIEWED, APPROVED AND SIGNED THE FOLLOWING FIVE (5) VOUCHERS:

AMAZON BUSINESS FOR THE PURCHASE OF COMPUTER RELATED ITEMS IN THE AMOUNT OF SEVENTY-FIVE DOLLARS AND NINETY-NINE CENTS (\$75.99)

FILEGUARD FOR MONTHLY RECORD STORAGE FEE IN THE AMOUNT OF THREE DOLLARS AND SIXTY CENTS (\$3.60)

CHARLES SHEA FOR POSTAGE REIMBURSEMENT IN THE AMOUNT OF SIX DOLLARS AND FORTY-FIVE CENTS (\$6.45)

CHARLES SHEA FOR JULY 2021 CONSULTANT SERVICES IN THE AMOUNT OF ONE THOUSAND, SEVEN HUNDRED, THIRTY-FIVE DOLLARS AND FIFTY CENTS (\$1,735.50)

WELLS FARGO FINANCIAL SERVICES FOR THE MONTHLY LEASE FEE OF THE SAVIN PRINTER IN THE AMOUNT OF SEVENTY-TWO DOLLARS AND NINETY-TWO CENTS (\$72.92)

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) 2021 EXCISE TAX BILL ABATEMENT APPLICATION FOR BILL #2916

THE BOARD REVIEWED, APPROVED AND SIGNED EIGHTEEN (18) 2021 EXCISE TAX ABATEMENT CERTIFICATES #2021-168 THROUGH #2021-185 IN THE AMOUNT OF TWO THOUSAND, NINE DOLLARS AND TWENTY-THREE CENTS (\$2,009.23). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #972/14862

CITING EXEMPTION #7 TO COMPLY WITH, OR ACT UNDER THE AUTHORITY OF, ANY GENERAL OR SPECIFIC LAW OR FEDERAL GRANT-IN-AID REQUIREMENTS AND ON A MOTION DULY MADE (LALLI) AND SECONDED (CAVANAUGH) IT WAS UNANIMOUSLY VOTED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF ADDRESSING FY 2023 CHAPTER APPLICATIONS AND A FISCAL YEAR 2014 APPELLATE TAX BOARD CASE.

ASSESSOR DIANA KNAPP NOTED THAT THERE WAS NO OTHER PERSON PRESENT AND/OR ABLE TO HEAR THE DISCUSSION AT HER LOCATION; WHERE UPON ON A MOTION DULY MADE (KNAPP) AND SECONDED (LALLI) WITH ALL IN FAVOR; KNAPP (YES), LALLI (YES) AND CAVANAUGH (YES), THE BOARD ENTERED INTO EXECUTIVE SESSION AT 5:30 PM

IT WAS NOTED THAT THE BOARD WILL RETURN TO REGULAR SESSION.

THE BOARD RETURNED TO REGULAR SESSION AT 5:45 PM AND NOTED THAT THE BOARD REVIEWED TWO (2) FY 2023 CHAPTER 61A AND THREE (3) FY 2023 CHAPTER 61B APPLICATIONS. THE BOARD ALSO REVIEWED ONE (1) FY 2014 PERSONAL PROPERTY APPELLATE TAX BOARD CASE.

THE BOARD THEN APPROVED AND SIGNED THE FOLLOWING THREE (3) FY 2023 CHAPTER 61B RECREATION APPLICATIONS:

HOLDEN, JAMES & LISA	67 NECK ROAD	MAP 39 / LOT 11
HOLDEN, LISA	NECK ROAD	MAP 40 / LOT 12
JEROME, JEFFREY & KIMBERLY	53 DAISY LANE	MAP 48 / LOT 9C

THE BOARD THEN APPROVED AND SIGNED THE FOLLOWING TWO (2) FY 2023 CHAPTER 61A AGRICULTURAL/ HORTICULTURAL APPLICATIONS:

TEAL, JOHN & PETERSON TEAL, SUSAN (LIFE ESTATE)	567 NEW BEDFORD ROAD	MAP 31 / LOT 26
	BOWENS LANE	MAP 31 / LOT 12
	ROUNSEVILLE ROAD	MAP 31 / LOT 16
JOHN M. TEAL REV. TRUST & SUSAN BLACKMORE TEAL REV. TRUST	NEW BEDFORD ROAD	MAP 31 / LOT 17

THE BOARD THEN APPROVED A FY 2014 PERSONAL PROPERTY TAX ABATEMENT FOR NEW CINGULAR IN THE AMOUNT OF ONE HUNDRED, SIXTY DOLLARS AND NO CENTS (\$160.00).

CHAIRPERSON CAVANAUGH OPENED DISCUSSION REGARDING THE LONGBOW SUBDIVISION WITH REGARD TO THE LETTERS TO BE SENT TO THE PLANNING BOARD AND CONSERVATION COMMISSION. DEBRA LALLI STATED THERE WAS NO REASON TO ENTER INTO EXECUTIVE SESSION UNDER EXEMPTION #1; AND ON A MOTION DULY MADE (KNAPP) AND SECONDED (CAVANAUGH) WITH ALL IN FAVOR KNAPP (YES), CAVANAUGH (YES) AND LALLI (YES); IT WAS UNANIMOUSLY VOTED TO REVIEW THE LETTERS IN OPEN SESSION.

THE BOARD REVIEWED THE TWO LETTERS AND SOME MINOR CORRECTIONS AND ADDITIONS WERE MADE. A MOTION WAS THEN DULY MADE (KNAPP) AND SECONDED (CAVANAUGH), WITH THE FOLLOWING IN FAVOR, KNAPP (YES), AND CAVANAUGH (YES) THAT THE LETTERS BE FORWARDED TO TOWN COUNSEL FOR HIS REVIEW. ASSESSOR LALLI ABSTAINED FROM VOTING

CHAIRPERSON CAVANAUGH NOTED THAT SHE HAD INQUIRED WITH TOWN COUNSEL AS TO THE STATUS OF THE RIGHT OF FIRST REFUSAL DOCUMENT; WHO STATED THAT THE DOCUMENT IS READY FOR REVIEW.

ON A MOTION DULY MADE (LALLI) AND SECONDED (KNAPP) WITH ALL IN FAVOR; LALLI (YES), KNAPP (YES) AND CAVANAUGH (YES), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 6:30 PM

BOARD OF ASSESSORS
MINUTES APPROVED

JANA G. CAVANAUGH, CHAIRPERSON

DIANA L. KNAPP, MAA

DEBRA M. LALLI, MAA

Respectfully Submitted,
Debra M. Lalli, MAA

[Signature]
DIANA L. KNAPP, MAA
[Signature]
DEBRA M. LALLI, MAA
[Signature]