



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, Assessment Administrator – Ext. #121
Margaret Gonneville, Assessing Clerk – Ext. #127

MARCH 21, 2022

ASSESSORS MEETING

5:00 PM – 5:30 PM

THE MEETING WAS CALLED TO ORDER AT 5:00 P.M. BY CHAIRPERSON JANA CAVANAUGH. ALSO PRESENT VIA TELECONFERENCE WAS ASSESSOR DEBRA LALLI

AS THE MEETING INVOLVES SOME REMOTE PARTICIPATION, ALL VOTES WILL BE BY ROLLCALL.

CHAIRPERSON JANA CAVANAUGH NOTED THAT A CHANGE IN SOLE SIGNATORY SHOULD OCCUR WHILE D. LALLI IS UNABLE TO SERVE AS SUCH.

ON A MOTION DULY MADE (LALLI) AND SECONDED (CAVANAUGH) WITH ROLLCALL VOTE ALL IN FAVOR; LALLI (YES) AND CAVANAUGH (YES) IT WAS VOTED THAT JANA CAVANAUGH SERVE AS SOLE SIGNATORY FOR ITEMS NEEDING TO BE SIGNED BETWEEN MEETINGS.

WITH ROLLCALL VOTE ALL IN FAVOR, CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED THE FOLLOWING FIVE (5) PURCHASE VOUCHERS:

AMAZON BUSINESS FOR CAMERA IN THE AMOUNT OF ONE HUNDRED, SEVENTY-FIVE DOLLARS AND NINETY-NINE CENTS (\$175.99)

FILEGUARD FOR FEBRUARY 2022 MONTHLY STORAGE FEE IN THE AMOUNT OF THREE DOLLARS AND SIXTY CENTS (\$3.60)

CHARLES SHEA FOR CONSULTING SERVICES IN THE AMOUNT OF TWO THOUSAND, FIVE HUNDRED, THIRTY-SIX DOLLARS AND NO CENTS (\$2,536.00)

W. B. MASON CO. INC. FOR OFFICE SUPPLIES IN THE AMOUNT OF THIRTY-FIVE DOLLARS AND NO CENTS (\$35.00)

WELLS FARGO FINANCIAL LEASING, INC. FOR MARCH 2022 LEASE FEE IN THE AMOUNT OF SEVENTY-THREE DOLLARS AND FIFTY-SEVEN CENTS (\$73.57)

WITH ROLLCALL VOTE ALL IN FAVOR, CAVANAUGH (YES) AND LALLI (YES); THE BOARD REVIEWED, APPROVED AND SIGNED THE FOLLOWING NINE (9) MARCH 2022 MONTHLY REPORTS:

LEVY OF 2020 ATB REAL ESTATE ABATEMENT TOTALLING ONE THOUSAND, SEVEN HUNDRED, SIXTY-NINE DOLLARS AND SEVENTY-TWO CENTS (\$1,769.72)

LEVY OF 2021 ATB REAL ESTATE ABATEMENT TOTALLING ONE THOUSAND, EIGHT HUNDRED, EIGHTEEN DOLLARS AND SEVENTY-TWO CENTS (\$1,818.72)

LEVY OF 2022 ATB REAL ESTATE ABATEMENT TOTALLING ONE THOUSAND, EIGHT HUNDRED, EIGHTY-ONE DOLLARS AND TWENTY-FIVE CENTS (\$1,881.25)

LEVY OF 2022 CLAUSE 17D SURVIVING SPOUSE REAL ESTATE EXEMPTIONS TOTALLING TWO HUNDRED, FIFTY-NINE AND FORTY-THREE CENTS (\$259.43)

LEVY OF 2022 CLAUSE 17D ELDERLY REAL ESTATE EXEMPTIONS TOTALLING ONE THOUSAND, THIRTY-SEVEN DOLLARS AND SEVENTY-TWO CENTS (\$1,037.72)

LEVY OF 2022 CLAUSE 37 BLIND REAL ESTATE EXEMPTIONS TOTALLING ONE THOUSAND, THREE HUNDRED, TWELVE DOLLARS AND FIFTY CENTS (\$1,312.50)

LEVY OF 2022 CLAUSE 41C ELDERLY REAL ESTATE EXEMPTIONS TOTALLING FIVE THOUSAND DOLLARS AND NO CENTS (\$5,000.00)

2021 MOTOR VEHICLE ABATEMENTS TOTALLING SIXTY-ONE DOLLARS AND THIRTY-THREE CENTS (\$61.33)

2022 MOTOR VEHICLE ABATEMENTS TOTALLING FOUR THOUSAND, NINE HUNDRED, THIRTY DOLLARS AND NINETY CENTS (\$4,930.90)

WITH ROLLCALL VOTE ALL IN FAVOR; CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED A WARRANT TO THE TAX COLLECTOR FOR THE SEVENTH 2021 MOTOR VEHICLE AND TRAILER EXCISE TAX COMMITMENT TOTALLING NINETY-NINE DOLLARS AND EIGHTY-SEVEN CENTS (\$99.87)

WITH ROLLCALL VOTE ALL IN FAVOR; CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED A WARRANT TO THE TAX COLLECTOR FOR THE SECOND 2022 MOTOR VEHICLE AND TRAILER EXCISE TAX COMMITMENT TOTALLING ONE HUNDRED, THIRTY-FOUR THOUSAND, EIGHTY-TWO DOLLARS AND SEVENTY-SIX CENTS (\$134,082.76)

WITH ROLLCALL VOTE ALL IN FAVOR; CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED NINE (9) 2022 MOTOR VEHICLE ABATEMENT CERTIFICATES #2022-072 THROUGH #2022-080 TOTALLING ONE THOUSAND, FIVE HUNDRED, THIRTY DOLLARS AND TEN CENTS (\$1,530.10). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1014/15341

WITH ROLLCALL VOTE ALL IN FAVOR; CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) 2021 MOTOR VEHICLE EXCISE TAX ABATEMENT #2021-243 IN THE AMOUNT OF SIXTY-ONE DOLLARS AND THIRTY-THREE CENTS (\$61.33). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1013/15340

WITH ROLLCALL VOTE ALL IN FAVOR; CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2022 CLAUSE 17D ELDERLY EXEMPTION CERTIFICATES # 2022-109 AND 2022-110 TOTALLING FIVE HUNDRED, EIGHTEEN DOLLARS AND EIGHTY-SIX CENTS (\$518.86). THE APPLICATIONS FOR THESE EXEMPTIONS WERE APPROVED DURING THE MARCH 7, 2022 EXECUTIVE SESSION. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1011/15336

WITH ROLLCALL VOTE ALL IN FAVOR; CAVANAUGH (YES) AND LALLI (YES), THE BOARD REVIEWED, APPROVED AND SIGNED FIVE (5) FY 2022 CLAUSE 41C ELDERLY EXEMPTION CERTIFICATES #2022-111 THROUGH 2022-115. THE APPLICATIONS FOR THESE EXEMPTIONS WERE APPROVED DURING THE MARCH 7, 2022 EXECUTIVE SESSION. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1012/15338

CHAIRPERSON JANA CAVANAUGH NOTED THAT THREE (3) MINOR CHANGES NEED TO BE MADE TO THE PROPOSED FY 2023 ASSESSORS' BUDGET AND THAT SHE WILL BE MEETING WITH THE FINANCE COMMITTEE ON MARCH 28, 2022 TO DISCUSS THESE CHANGES. THESE CHANGES RESULT IN A NET INCREASE TO THE BUDGET OF SIXTY-FIVE DOLLARS AND NO CENTS (\$65.00). SEE ATTACHED

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 2022 REAL ESTATE EXEMPTION APPLICATIONS. IT WAS NOTED THE BOARD WILL RETURN TO REGULAR SESSION FOR ADJOURNMENT

WITH ROLL CALL VOTE ALL IN FAVOR; LALLI (YES) AND CAVANAUGH (YES) IT WAS VOTED TO ENTER INTO EXECUTIVE SESSION AT 5:30 PM

THE BOARD RETURNED TO REGULAR SESSION AT 5:35 PM AND NOTED THAT ONE FY 2022 CLAUSE 37 BLIND EXEMPTION APPLICATION FOR MAP 16 / LOT 19M WAS APPROVED

ON A MOTION DULY MADE (LALLI) AND SECONDED (CAVANAUGH), WITH ROLLCALL VOTE; LALLI (YES) AND CAVANAUGH (YES), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 5:35 PM

BOARD OF ASSESSORS
MINUTES APPROVED:

JANA G. CAVANAUGH, CHAIRPERSON

DIANA KNAPP, MAA

DEBRA M. LALLI, MAA
