



## Town of Rochester

Board of Assessors  
One Constitution Way  
Rochester, MA 02770

Phone: 508-763-3871

E-mail: [assessors@townofrochester.com](mailto:assessors@townofrochester.com)

Fax: 508-763-4892

### Board of Assessors:

Diana L. Knapp, Chairperson  
Jana G. Cavanaugh

### Assessing Staff:

Karen Trudeau, MAA, Principal Assessor – Ext. 126  
Margaret Gonneville, Assessing Clerk – Ext. 127

**JULY 25, 2022**

**ASSESSORS MEETING**

**5:00 PM – 6:00 PM**

THE MEETING WAS CALLED TO ORDER BY CHAIRPERSON DIANA KNAPP. ALSO PRESENT, ASSESSOR JANA CAVANAUGH AND ASSESSING CLERK MARGARET GONNEVILLE.

TOWN ADMINISTRATOR, GLENN CANNON, APPEARED BEFORE THE BOARD TO DISCUSS THE \$1,300 SALARY LINE AMOUNT FOR GIS MAPPING THAT WAS PUT IN ERROR ON THE SALARY BUDGET UNDER DEBRA LALLI'S FY2023 SALARY. THE BOARD WOULD LIKE TO USE THE \$1,300 TO HIRE DEBRA LALLI AS A SUBCONTRACTOR TO DO GIS MAPPING AND LIENS ON CHAPTER LAND. ADMINISTRATOR CANNON TOLD THE BOARD THAT THE \$1,300 CANNOT BE BROKEN UP AS OF NOW. THE \$1,300 LINE ITEM WILL NEED TO BE TAKEN OUT OF MS. LALLI'S SALARY AND PUT INTO OTHER PURCHASE SERVICES LINE ITEM AT THE NEXT TOWN MEETING WHICH IS SET FOR SOMETIME IN OCTOBER. THERE WAS A BRIEF DISCUSSION ABOUT THE STAFF VACANCY IN THE ASSESSORS' OFFICE.

THE BOARD BRIEFLY DISCUSSED A LETTER OF INTEREST FOR THE ASSESSOR VACANCY BY DEBRA LALLI DATED ON JULY 19, 2022.

THE BOARD REVIEWED, APPROVED AND SIGNED THE MINUTES OF THE JULY 18, 2022 REGULAR ASSESSORS' MEETING.

THE BOARD REVIEWED, APPROVED AND SIGNED THE FOLLOWING PAYMENT VOUCHER:

WB MASON FOR OFFICE SUPPLIES IN THE AMOUNT OF SEVENTEEN DOLLARS AND THIRTY-THREE CENTS (\$17.33)

THE BOARD DISCUSSED A FREEDOM OF INFORMATION ACT LETTER RECEIVED ON JULY 18, 2022 FROM SMITH DUGGAN BUELL & RUFO LLP FOR THE PROPERTY LOCATED ON 45 KINGS HIGHWAY, MAP 17 LOT 21. THE BOARD HAS RECEIVED THE COPIES OF THE TAX BILLS FROM THE TAX COLLECTOR FOR THE REQUESTED YEARS OF 2016, 2017 AND 2018. ASSESSING CLERK GONNEVILLE WILL PRINT COPIES OF THE PROPERTY RECORD CARDS FOR THE SAME YEARS AND ASSESSOR CAVANAUGH WILL COPY THE DEPARTMENT OF REVENUE LETTERS FOR THE REQUESTED EVALUATION YEARS OF 2015 AND 2018. THE REPLY DEADLINE FOR THE FOIA REQUEST IS JULY 8, 2022.

THE BOARD BRIEFLY DISCUSSED THE EMAIL FROM APPGEO REGARDING THE 2022 PARCELS UPDATES THAT NEED TO BE FINALIZED AND THE CAMA GIS EXTRACT.

THE BOARD BRIEFLY DISCUSSED THE UPDATED INITIAL CHAPTER 61 LETTER TO GO OUT TO THE APPLICANTS WHO HAVE THEIR PROPERTY IN CHAPTER.

THE BOARD DISCUSSED THE FISCAL YEAR 2023 BETTERMENT ASSESSEMENTS. SINCE THE ORDER TO ASSESS HAS NOT BE SIGNED AND NOTARIZED BY THE BOARD OF HEALTH, THE BOARD OF ASSESSORS CAN NOT SIGN THE ASSESSORS' WARRANT TO COLLECTOR UNTIL THIS IS DONE

THE BOARD REVIEWED AND DISCUSSED AN AFFIDAVIT FOR TWO LOTS ON BURGESS AVENUE TO REMAIN IN CHAPTER 61A. THE AFFIDAVIT WILL BE SCANNED AS A DOCUMENT UNDER THEIR NEW LOT NUMBERS AND COPIED TO THEIR CHAPTER FILE.

JULY 25, 2022

ASSESSORS MEETING - CONTINUED

5:00 PM – 6:00 PM

(PREVIOUS PARAGRAPH WAS PUT IN TWICE BY ERROR)  
(DUPLICATE PARAGRAPH REMOVED)

THE BOARD REVIEWED AND DISCUSSED THE LAND ACREAGE DISCREPANCY ON A RECENT RELEASE DEED FOR ADGA REALTY, LLC FOR PROPERTIES PREVIOUSLY OWNED BY A.D. MAKEPEACE COMPANY. THE BOARD WILL EXAMINE ALL THE PROPERTY RECORD CARDS FOR THE MAPS AND LOTS ON THE DEED BEFORE COMING TO A CONCLUSION.

ON A MOTION DULY MADE (CAVANAUGH) AND SECONDED (KNAPP), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 6:00 PM.

BOARD OF ASSESSORS  
MINUTES APPROVED

  
DIANA L. KNAPP, CHAIRPERSON

  
JANA G. CAVANAUGH

Respectfully Submitted,  
Margaret Gonneville, Assessing Clerk