



Town of Rochester

Board of Assessors
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Board of Assessors:

Diana L. Knapp, Chairperson
Jana G. Cavanaugh
Suzanne Szyndlar

Assessing Staff:

Karen Trudeau, MAA, Principal Assessor – Ext. 126
Margaret Gonneville, Administrative Assistant – Ext. 127
Jenn Allain, Administrative Assistant – Ext. 121

OCTOBER 17, 2022

ASSESSORS MEETING

5:00 PM – 6:10 PM

THE MEETING WAS CALLED TO ORDER BY CHAIRPERSON DIANA KNAPP. ASSESSOR JANA CAVANAUGH, ASSESSOR SUZANNE SZYNDLAR AND ADMINISTRATIVE ASSISTANT MARGARET GONNEVILLE WERE ALSO PRESENT.

THE BOARD REVIEWED THE DECISION NOTIFICATION BY THE ZONING BOARD OF APPEALS GRANTING A SPECIAL PERMIT FOR A NON-COMMERCIAL HOBBY KENNEL ON SEPTEMBER 22, 2022 FOR PROPERTY LOCATED ON 116 WALNUT PLAIN ROAD, MAP 11 LOT 6E.

THE BOARD REVIEWED THE MEETING NOTICE FOR THE PLANNING BOARD MEETING SCHEDULED ON OCTOBER 11, 2022.

THE BOARD REVIEWED THE MEETING NOTICE FOR THE CONSERVATION COMMISSION MEETING SCHEDULED ON OCTOBER 18, 2022

THE BOARD REVIEWED, APPROVED AND SIGNED THE MINUTES OF THE OCTOBER 3, 2022 REGULAR ASSESSORS' MEETING.

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

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

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

THE BOARD REVIEWED, APPROVED AND SIGNED SEVEN (7) CALENDAR YEAR 2022 MOTOR VEHICLE ABATEMENT CERTIFICATES #2022-191 THROUGH #2022-197 TOTALLING TWO HUNDRED, SEVENTY-EIGHT DOLLARS AND NINETY CENTS (\$278.90). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1042/15717.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) 2022 MOTOR VEHICLE ABATEMENT APPLICATIONS FOR BILLS #3149 AND #4365.

THE BOARD REVIEWED, APPROVED AND SIGNED THE CHAPTER 61 FORESTRY CLASSIFICATION LAND TAX LIEN FOR THE PROPERTIES LOCATED ON MAP 25 LOT 10 AND MAP 25 LOT 11.

THE BOARD DISCUSSED THE DATES FOR THEIR NOVEMBER MEETINGS. THE NEXT MEETINGS WILL BE ON MONDAY, NOVEMBER 7, 2022 AT 5:00 PM AND MONDAY, NOVEMBER 21, 2022 AT 5:00 PM.

THE BOARD DISCUSSED THE TOWN'S RIGHT OF FIRST REFUSAL PROCEDURE COMPLETION STATUS AND DECIDED TO SEND AN EMAIL TO TOWN ADMINISTRATOR GLENN CANNON FOR AN UPDATE.

THE BOARD BRIEFLY DISCUSSED THE INDEPENDENT CONTRACTOR AGREEMENT FOR DEBRA LALLI. CHAIRPERSON KNAPP INFORMED THE BOARD THAT MS. LALLI DECIDED NOT TO SIGN THE CONTRACT.

THE BOARD BRIEFLY DISCUSSED THE TWO ROLLBACK TAX BILLS THAT HAVE NOT BEEN PAID YET. THE PROPERTIES WILL BE COMING OUT OF CHAPTER AND MAY HAVE TO FILE AN ABATEMENT FOR FY2023. RELEASE OF CHAPTER LAND TAX LIENS WILL NEED TO BE FILED WITH THE PLYMOUTH COUNTY REGISTRY OF DEEDS (PCRD) REQUIRING A CHECK MADE OUT TO PCRD IN THE AMOUNT OF \$107.00 PER RELEASE.

THE BOARD BRIEFLY DISCUSSED THE REVIEWING OF 2024 CHAPTER APPLICATIONS.

THE BOARD DISCUSSED THE HIRING OF JENN ALLAIN AS THE SECOND ADMINISTRATIVE ASSISTANT TO THE BOARD OF ASSESSORS OFFICE STAFF.

THE BOARD BRIEFLY DISCUSSED THE TOWN'S NEWLY APPOINTED PERSONNEL BOARD.

THE BOARD DISCUSSED THE APPGEO EMAIL REQUEST FOR PARCEL UPDATES. ASSESSOR CAVANAUGH SAID THAT SHE WILL BE LOOKING INTO IT.

ON A MOTION DULY MADE (CAVANAUGH) AND SECONDED (SZYNDLAR), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 6:10 PM.

BOARD OF ASSESSORS
MINUTES APPROVED

DIANA L. KNAPP, CHAIRPERSON

JANA G. CAVANAUGH

SUZANNE SZYNDLAR

Respectfully Submitted,
Margaret Gonneville, Administrative Assistant