



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

JANUARY 17, 2023

ASSESSORS MEETING

5:00 PM – 6:15 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 MEETING NOTICE FOR THE PLANNING BOARD MEETING SCHEDULED ON JANUARY 10, 2023.

THE BOARD REVIEWED AND DISCUSSED THE ASSESSORS' BUDGET FOR FY2024. ON A MOTION DULY MADE BY CAVANAUGH AND SECONDED BY SZYNDLAR, IT WAS UNANIMOUSLY VOTED TO APPROVE THE FY2024 ASSESSORS' BUDGET AS SUBMITTED.

THE BOARD CONTINUED THE DISCUSSION OF THE PROCEDURE FOR CHAPTER 61, 61A, 61B RIGHT OF FIRST REFUSAL APPROVED BY THE TOWN ON DECEMBER 12, 2018. THE BOARD DISCUSSED HAVING A MEETING WITH THE SELECT BOARD ADMINISTRATIVE ASSISTANT, TOWN COUNSEL, PLANNING BOARD AND CONSERVATION COMMISSION REGARDING ESTABLISHING A BETTER PROCEDURE. ASSESSOR CAVANAUGH STATED SHE WOULD HELP TO REWRITE THE PROCEDURE AND HAD A SAMPLE OF A PROCEDURE AVAILABLE FROM THE TOWN OF WENHAM WITH A CHECKLIST ADDED.

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

MARSHALL & SWIFT/BOECKH, LLC FOR VALUATION BOOK FOR A ONE YEAR TERM IN THE AMOUNT OF SIX HUNDRED SEVENTY-FOUR DOLLARS AND TWENTY CENTS (\$674.20)

WELLS FARGO FINANCIAL LEASING FOR FEBRUARY 2023 LEASE FEE IN THE AMOUNT OF SEVENTY-THREE DOLLARS AND FIFTY-SEVEN CENTS (73.57)

THE BOARD REVIEWED, APPROVED AND SIGNED THE MINUTES OF THE JANUARY 3, 2023 REGULAR ASSESSORS' MEETING.

THE BOARD REVIEWED, APPROVED AND SIGNED THE EXECUTIVE SESSION MINUTES OF JANUARY 3, 2023.

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 BY (CAVANAUGH) AND SECONDED BY (SZYNDLAR) IT WAS VOTED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF ADDRESSING FY 2024 CHAPTER APPLICATIONS AND RELATED DOCUMENTS. IT WAS NOTED THAT THE BOARD WILL RETURN TO REGULAR SESSION.

WITH ROLL CALL VOTE ALL IN FAVOR, CAVANAUGH (YES), SZYNDLAR (YES) AND KNAPP (YES), IT WAS VOTED TO ENTER INTO EXECUTIVE SESSION AT 5:50 PM.

THE BOARD RETURNED TO REGULAR SESSION AT 6:10 PM AND NOTED THE FOLLOWING ACTIONS TOOK PLACE DURING EXECUTIVE SESSION:

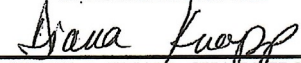
THE BOARD REVIEWED, GRANTED AND SIGNED ONE (1) DISPOSITION OF APPLICATION TO MODIFY A DECISION FOR FY 2024 CHAPTER 61A AGRICULTURAL/HORTICULTURAL APPLICATION DUE TO CORRECTION OF LAND USE.

THE BOARD REVIEWED, GRANTED AND SIGNED ONE (1) DISPOSITION OF APPLICATION TO MODIFY A DECISION FOR FY 2024 CHAPTER 61B RECREASTIONAL APPLICATION DUE TO REMOVAL OF ACREAGE FROM CHAPTER 61B.

THE BOARD REVIEWED, DENIED AND SIGNED ONE (1) DISPOSITION OF APPLICATION FOR DISALLOWANCE DUE TO CHAPTER 61A ASSESSMENT CONSISTANT WITH SIMILAR AGRICULTURAL PROPERTIES AND ASSESSMENT METHODOLOGIES.

ON A MOTION DULY MADE (CAVANAUGH) AND SECONDED (SZYNDLAR), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 6:15 PM.

BOARD OF ASSESSORS
MINUTES APPROVED


DIANA L. KNAPP, CHAIRPERSON


JANA G. CAVANAUGH


SUZANNE SZYNDLAR

Respectfully Submitted,
Margaret Gonneville, Administrative Assistant