



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

MARCH 6, 2023

ASSESSORS MEETING

5:00 PM – 7:10 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 MEETING NOTICE FOR THE SELECT BOARD MEETING SCHEDULED ON MARCH 6, 2023.

THE BOARD REVIEWED A NOTICE OF INTENT NOT TO EXERCISE SENT BY THE OFFICE OF THE SELECT BOARD. PURSUANT TO M.G.L. c.61A §14 THE TOWN WILL NOT EXERCISE ITS OPTION TO PURCHASE LAND OWNED BY AD MAKEPEASE COMPANY LOCATED ON MAP 19 LOT 5.

THE BOARD REVIEWED AND APPROVED THE FY 2022 ANNUAL REPORT DONE BY ASSESSOR CAVANAUGH. ASSESSOR CAVANAUGH WILL SUBMIT THE APPROVED REPORT TO THE SELECT BOARD'S ADMINISTRATIVE ASSISTANT.

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

AMAZON FOR TWO (2) TYPEWRITER RIBBON CARTRIDGES IN THE AMOUNT OF SEVENTEEN DOLLARS AND NINETY-SIX CENTS (\$17.96)

FILEGUARD FOR THE FEBRUARY 2023 STORAGE FEE IN THE AMOUNT OF NINE DOLLARS AND TEN CENTS (\$9.10)

W.B. MASON FOR OFFICE SUPPLIES IN THE AMOUNT OF THIRTY-EIGHT DOLLARS AND NINETY-TWO CENTS (\$38.92)

W.B. MASON FOR A SHARP CALCULATOR AND DUST-OFF CLEANER IN THE AMOUNT OF FIFTY-SEVEN DOLLARS AND TWENTY-EIGHT CENTS (\$57.28)

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 THE ASSESSORS' DEPARTMENT EXPENDITURES AT PROGRAM LEVEL REPORT FROM 07/01/2022 TO 2/28/2023.

THE BOARD REVIEWED, APPROVED AND SIGNED FOURTEEN (14) CALENDAR YEAR 2023 MOTOR VEHICLE ABATEMENT CERTIFICATES #2023-021 TO #2023-034 TOTALING ONE THOUSAND SEVEN HUNDRED DOLLARS AND FIFTY-ONE CENTS (\$1,700.51). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1063/15908.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 PERSONAL PROPERTY ABATEMENT CERTIFICATE #2023-020 IN THE AMOUNT OF ONE HUNDRED AND EIGHTEEN DOLLARS AND SEVENTY (\$118.70). THIS APPLICATION WAS APPROVED DURING THE EXECUTIVE SESSION OF THE FEBRUARY 27, 2023 ASSESSORS' MEETING AND IS AN ILLEGAL ASSESSMENT ABATEMENT FOR PP 4290. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1057/15878.

THE BOARD REVIEWED, APPROVED AND SIGNED THREE (3) FY 2023 REAL ESTATE ABATEMENT CERTIFICATES #2023-021 TO #2023-023 IN THE AMOUNT OF TWO THOUSAND NINE HUNDRED AND THIRTY-NINE DOLLARS AND NINETY-SEVEN (\$2,939.97). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE FEBRUARY 27, 2023 ASSESSORS' MEETING AND IS A DATA CORRECTION ABATEMENT FOR MAP 4 / LOT 1S, MAP 27 / LOT 17A AND MAP 48 / LOT 42B. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1058/15887.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2023 CLAUSE 37 BLIND REAL ESTATE EXEMPTION CERTIFICATES #2023-024 AND #2023-025 IN THE AMOUNT OF EIGHT HUNDRED AND SEVENTY-FIVE DOLLARS AND 0 CENTS (\$875.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE FEBRUARY 27, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1059/15896.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 CLAUSE 22D VETERAN REAL ESTATE EXEMPTION CERTIFICATE #2023-026 IN THE AMOUNT OF THREE THOUSAND, THREE HUNDRED AND FORTY-THREE DOLLARS AND SEVENTY-EIGHT (\$3,343.78). THIS APPLICATION WAS APPROVED DURING THE EXECUTIVE SESSION OF THE FEBRUARY 27, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1061/15897.

THE BOARD REVIEWED, APPROVED AND SIGNED THIRTEEN (13) FY 2023 CLAUSE 22E VETERAN REAL ESTATE EXEMPTION CERTIFICATES #2023-027 TO #2023-039 IN THE AMOUNT OF THIRTEEN THOUSAND DOLLARS AND 0 CENTS (\$13,000.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE FEBRUARY 27, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1062/15900.

THE BOARD REVIEWED, APPROVED AND SIGNED TWENTY-EIGHT (28) FY 2023 CLAUSE 22 VETERAN REAL ESTATE EXEMPTION CERTIFICATES #2023-040 TO #2023-067 IN THE AMOUNT OF ELEVEN THOUSAND TWO HUNDRED DOLLARS AND 0 CENTS (\$11,200.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE FEBRUARY 27, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1060/15898.

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 AND FY 2023 CHAPTER APPLICATIONS PLUS RELATED DOCUMENTS, FY 2023 ABATEMENT AND EXEMPTION APPLICATIONS PLUS RELATED DOCUMENTS AND UPCOMING ATB HEARINGS. IT WAS NOTED THAT THE BOARD WILL RETURN TO REGULAR SESSION.

ON A MOTION DULY MADE (CAVANAUGH) AND SECONDED (SZYNDLAR) WITH ROLL CALL VOTE ALL IN FAVOR, CAVANAUGH (YES), SZYNDLAR (YES) AND KNAPP (YES), IT WAS VOTED TO ENTER INTO EXECUTIVE SESSION AT 5:30 PM.

THE BOARD RETURNED TO REGULAR SESSION AT 7:05 PM AND NOTED THE FOLLOWING ACTIONS TOOK PLACE DURING EXECUTIVE SESSION:

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 REAL ESTATE ABATEMENT APPLICATION: MAP 40 / LOT 2.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 PERSONAL PROPERTY ABATEMENT APPLICATION: PP 4274.

THE BOARD REVIEWED AND DENIED ONE (1) REAL ESTATE ABATEMENT APPLICATION.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 CHAPTER 61B RECREATIONAL APPLICATION: MAP 37 / LOT 31.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2023 CLAUSE 17D ELDERLY REAL ESTATE EXEMPTION APPLICATIONS: MAP 35 / LOT 17F AND MAP 15 / LOT 13.

THE BOARD REVIEWED, APPROVED AND SIGNED FOUR (4) FY 2023 CLAUSE 22 VETERAN EXEMPTION APPLICATIONS: MAP 11A / LOT 23, MAP 16 / LOT 12, MAP 13 / LOT 11B AND MAP 16 / LOT 13C.

THE BOARD REVIEWED, APPROVED AND SIGNED FOUR (4) FY 2023 CLAUSE 22E VETERAN EXEMPTION APPLICATIONS: MAP 30 / LOT 17, MAP 4 / LOT 19A, MAP 35 / LOT 19D AND MAP 26 / LOT 34B.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 CLAUSE 41C ELDERLY EXEMPTION APPLICATION: MAP 43 / LOT 19.

ASSESSOR SZYNDAR LEFT THE EXECUTIVE SESSION AT 6:50 PM DUE TO A COMMITMENT AT ANOTHER MEETING PERTAINING TO TOWN HALL BUSINESS.

ON A MOTION DULY MADE (CAVANAUGH) AND SECONDED (KNAPP), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 7:10 PM.

BOARD OF ASSESSORS
MINUTES APPROVED



DIANA L. KNAPP, CHAIRPERSON

JANA G. CAVANAUGH



SUZANNE SZYNDLAR

Respectfully Submitted,
Margaret Gonneville, Administrative Assistant