



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 20, 2023

ASSESSORS MEETING

5:00 PM – 7:00 PM

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

THE BOARD REVIEWED AND DISCUSSED THE CHANGES TO THE NEW ACCESS TO TOWN COUNSEL POLICY FOR THE TOWN OF ROCHESTER.

THE BOARD REVIEWED THE MEETING NOTICE FOR THE CONSERVATION COMMISSION MEETING SCHEDULED ON MARCH 21, 2023.

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

MAAO FOR RECERTIFICATION FEE FOR KAREN TRUDEAU COURSE 200 & 7 USPAP HOURS) IN THE AMOUNT OF FIFTY DOLLARS AND ZERO CENTS (\$50.00)

THE BOARD DISCUSSED ADDING FORM 146 REGARDING RIGHT TO APPEAL AN ABATEMENT TO THE MOTOR VEHICLE EXCISE ABATEMENT CERTIFICATES. SOFTRIGHT WILL BE ADDING THE FORM 146 APPEAL INFORMATION TO THE EXCISE ABATEMENT CERTIFICATES.

THE BOARD DISCUSSED THE NEXT MEETING DATES FOR APRIL. THE NEXT MEETING DATES WILL MONDAY, APRIL 3, 2023 AND TUESDAY, APRIL 18, 2023.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) CALENDAR YEAR 2022 MOTOR VEHICLE ABATEMENT CERTIFICATES #2022-227 TOTALING FIFTY-SIX DOLLARS AND TEN CENTS (\$56.10). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1076/16006.

THE BOARD REVIEWED, APPROVED AND SIGNED FIFTEEN (15) CALENDAR YEAR 2023 MOTOR VEHICLE ABATEMENT CERTIFICATES #2023-058 TO #2023-072 TOTALING ONE THOUSAND TWO HUNDRED EIGHT DOLLARS AND SEVENTY-EIGHT CENTS (\$1,208.78). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1077/16008.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) CALENDAR YEAR 2023 MOTOR VEHICLE ABATEMENT CERTIFICATES #2023-073 TOTALING FORTY-ONE DOLLARS AND EIGHTY-FIVE CENTS (\$41.85). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1081/16014.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) CALENDAR YEAR 2023 MOTOR VEHICLE ABATEMENT CERTIFICATES #2023-074 TOTALING FIFTY-ONE DOLLARS AND FORTY CENTS (\$51.40). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1082/16015.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 PERSONAL PROPERTY ABATEMENT CERTIFICATE #2023-081 IN THE AMOUNT OF FORTY-FOUR DOLLARS AND FIFTY-ONE (\$44.51). THIS APPLICATION WAS APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 14, 2023 ASSESSORS' MEETING AND IS AN ILLIGAL ASSESSMENT ABATEMENT FOR PP 4291. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1071/15996.

THE BOARD REVIEWED, APPROVED AND SIGNED SEVEN (7) FY 2023 REAL ESTATE ABATEMENT CERTIFICATES #2023-082 TO #2023-088 IN THE AMOUNT OF THREE THOUSAND FIVE HUNDRED FIFTY-SIX DOLLARS AND SEVENTY-SIX (\$3,556.76). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 14, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1072/16001.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 CLAUSE 17D ELDERLY REAL ESTATE EXEMPTION CERTIFICATES #2023-089 IN THE AMOUNT OF TWO HUNDRED SEVENTY-SEVEN DOLLARS AND FIFTY-NINE CENTS (\$277.59). THIS APPLICATION WAS APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 24, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1074/16002.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2023 CLAUSE 22 VETERAN REAL ESTATE EXEMPTION CERTIFICATES #2023-090 TO #2023-091 IN THE AMOUNT OF EIGHT HUNDRED DOLLARS AND ZERO CENTS (\$800.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 14, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1080/16013.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2023 CLAUSE 22E VETERAN REAL ESTATE EXEMPTION CERTIFICATES #2023-092 TO #2023-093 IN THE AMOUNT OF TWO THOUSAND DOLLARS AND ZERO CENTS (\$2,000.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 14, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1078/16012.

THE BOARD REVIEWED, APPROVED AND SIGNED FIVE (5) FY 2023 CLAUSE 41C ELDERLY REAL ESTATE EXEMPTION CERTIFICATES #2023-094 TO #2023-098 IN THE AMOUNT OF FIVE THOUSAND DOLLARS AND ZERO CENTS (\$5,000.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 14, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1075/16004.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2023 CLAUSE 50 ELDERLY HOUSEING REAL ESTATE EXEMPTION CERTIFICATES #2023-099 AND #2023-100 IN THE AMOUNT OF ONE THOUSAND DOLLARS AND ZERO CENTS (\$1,000.00). THESE APPLICATIONS WERE APPROVED DURING THE EXECUTIVE SESSION OF THE MARCH 14, 2023 ASSESSORS' MEETING. THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1075/16004.

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 (KNAPP) 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 (KNAPP) WITH ROLL CALL VOTE ALL IN FAVOR, CAVANAUGH (YES) AND KNAPP (YES), IT WAS VOTED TO ENTER INTO EXECUTIVE SESSION AT 5:15 PM.

THE BOARD RETURNED TO REGULAR SESSION AT 6:55 PM AND NOTED THE FOLLOWING ACTIONS TOOK PLACE DURING EXECUTIVE SESSION:

THE BOARD REVIEWED AN EMAIL REGARDING A 60-DAY CONTINUANCE FOR AN ATB ABATEMENT HEARING.

THE BOARD REVIEWED AND DENIED AN FY 2020 MOTOR VEHICLE EXCISE ABATEMENT APPLICATION.

THE BOARD REVIEWED AND DENIED ONE (1) FY 2023 CLAUSE 41C ELDERLY EXEMPTION APPLICATION.

THE BOARD REVIEWED, APPROVED AND SIGNED THREE (3) FY 2023 REAL ESTATE ABATEMENT APPLICATIONS: MAP 43A / LOT 41, MAP 27 / LOT 12 AND MAP 37 / LOT 31.

THE BOARD REVIEWED, APPROVED AND SIGNED THREE (3) NOTICES OF ACTION FOR AN FY 2023 CHAPTER 61B RECREATIONAL LAND APPLICATIONS: MAP 2 / LOT 8, MAP 46 / LOT 35C AND MAP 37 / LOT 31.

THE BOARD REVIEWED, APPROVED AND SIGNED TWO (2) FY 2023 CLAUSE 17D ELDERLY REAL ESTATE EXEMPTION APPLICATIONS: MAP 4 / LOT 19C #27 AND MAP 21 / LOT 5F.

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) FY 2023 CLAUSE 41C ELDERLY EXEMPTION APPLICATION: MAP 21 / LOT 9.

ON A MOTION DULY MADE (CAVANAUGH) AND SECONDED (KNAPP), IT WAS UNANIMOUSLY VOTED TO ADJOURN AT 7:00 PM.

BOARD OF ASSESSORS
MINUTES APPROVED



DIANA L. KNAPP, CHAIRPERSON



JANA G. CAVANAUGH

SUZANNE SZYNDLAR

Respectfully Submitted,
Margaret Gonneville, Administrative Assistant