



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, Director of Assessing – Ext. 126
Margaret Gonneville, Administrative Assistant – Ext. 127
Jenn Allain, Administrative Assistant – Ext. 121

AUGUST 14, 2023

ASSESSORS MEETING

5:00 PM – 5:30 PM

THE MEETING WAS CALLED TO ORDER BY CHAIRPERSON DIANA KNAPP. ASSESSOR JANA CAVANAUGH AND ASSESSOR SUZANNE SYNDLAR WERE ALSO PRESENT.

THE BOARD REVIEWED THE MASSACHUSETTS DEPARTMENT OF REVENUE DIVISION OF LOCAL SERVICES STATE EXEMPTION REIMBURSEMENT REPORT FOR FISCAL YEAR 2023 TOTALING THIRTY-FIVE THOUSAND TWO HUNDRED SIXTY DOLLARS AND FIFTY CENTS (\$35,260.50).

THE BOARD REVIEWED THE MEETING NOTICE FOR THE ZONING BOARD OF APPEALS MEETING SCHEDULED ON AUGUST 10, 2023.

THE BOARD REVIEWED THE MEETING NOTICE FOR THE CONSERVATION COMMISSION MEETING SCHEDULED ON AUGUST 15, 2023.

THE BOARD REVIEWED THE MEETING NOTICE FOR THE INTERDEPARTMENTAL GROUP MEETING SCHEDULED ON AUGUST 23, 2023.

THE BOARD REVIEWED THE ASSESSORS' DEPARTMENT EXPENDITURES AT PROGRAM LEVEL REPORT FROM 07/01/2023 TO 7/31/2023.

THE BOARD REVIEWED, APPROVED AND SIGNED THE MINUTES OF THE JULY 31, 2023 REGULAR ASSESSORS' MEETING.

THE BOARD REVIEWED, APPROVED AND SIGNED THE FOLLOWING FY2024 PAYMENT VOUCHERS:

W.B. MASON FOR OFFICE SUPPLIES IN THE AMOUNT OF SIXTY-TWO DOLLARS AND NINETY-SIX CENTS (\$62.96)

COMMONWEALTH OF MASSACHUSETTS FOR KAREN TRUDEAU, WORKSHOP B & D 2023 SEMINAR "WHAT'S NEW IN MUNICIPAL LAW" IN THE AMOUNT OF ONE HUNDRED DOLLARS AND ZERO CENTS (\$100.00)

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

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

THE BOARD REVIEWED, APPROVED AND SIGNED ONE (1) 2023 MOTOR VEHICLE EXCISE ABATEMENT APPLICATIONS FOR EXCISE TAX BILLS #2707.

THE BOARD REVIEWED, APPROVED AND SIGNED FIVE (5) CALENDAR YEAR 2023 MOTOR VEHICLE ABATEMENT CERTIFICATES #2023-174 TO #2023-178 TOTALING TWO HUNDRED FIFTY-FOUR DOLLARS AND SIXTY-THREE CENTS (\$254.63). THE BOARD ALSO REVIEWED, APPROVED AND SIGNED ITS APPLICABLE SOFTRIGHT PACKET #1138/16431.

THE BOARD REVIEWED THE FOLLOWING SOFTRIGHT PACKETS SIGNED ON AUGUST 2, 2023:

SOFTRIGHT PACKET #1134/16408 FOR THREE (3) 2015 PERSONAL PROPERTY ABATEMENT CERTIFICATES #2015-154 TO #2015-156 DEEMED UNCOLLECTIBLE BY THE TAX COLLECTOR TOTALING ONE HUNDRED THIRTY-SEVEN DOLLARS AND EIGHTY-NINE CENTS (\$137.89).

SOFTRIGHT PACKET #1135/16409 FOR FIVE (5) 2016 PERSONAL PROPERTY ABATEMENT CERTIFICATES #2016-150 TO #2016-154 DEEMED UNCOLLECTIBLE BY THE TAX COLLECTOR TOTALING FOUR HUNDRED SIX DOLLARS AND THIRTY CENTS (\$406.30).

SOFTRIGHT PACKET #1136/16416 FOR FIVE (5) 2017 PERSONAL PROPERTY ABATEMENT CERTIFICATES #2017-140 TO #2017-144 DEEMED UNCOLLECTIBLE BY THE TAX COLLECTOR TOTALING SEVEN HUNDRED SEVENTY-FOUR DOLLARS AND NINETEEN CENTS (\$774.19).

SOFTRIGHT PACKET #1137/16421 FOR TWO (2) 2018 PERSONAL PROPERTY ABATEMENT CERTIFICATES #2018-162 AND #2018-163 DEEMED UNCOLLECTIBLE BY THE TAX COLLECTOR TOTALING ONE HUNDRED TWENTY-SEVEN DOLLARS AND ZERO CENTS (\$127.00).

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 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 5:20 PM.

THE BOARD RETURNED TO REGULAR SESSION AT 5:25 PM AND NOTED THE FOLLOWING ACTIONS TOOK PLACE DURING EXECUTIVE SESSION:

THE BOARD REVIEWED, APPROVED AND SIGNED EXECUTIVE SESSION MINUTES.

THE BOARD DISCUSSED AN ABATEMENT APPLICATION THAT HAD BEEN RECENTLY DISCOVERED AND MISTAKENLY FILED AS A FORM OF LIST APPLICATION. THE ABATEMENT APPLICATION WAS DEEMED DENIED SINCE NO ACTION WAS TAKEN BY THE BOARD.

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

BOARD OF ASSESSORS
MINUTES APPROVED

DIANA L. KNAPP, CHAIRPERSON

JANA G. CAVANAUGH

SUZANNE SZYNDLAR

Respectfully Submitted,
Margaret Gonneville, Administrative Assistant