

# Fairhaven Board of Assessors

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## October 8, 2013 Meeting Minutes

Present: Chairman Ronald Manzone; Pamela Davis, Ellis Withington and Assistant Assessor Delfino Garcia.

Ronald Manzone, Chair, called the meeting to order in the Assessor's Department at 6:00 PM announcing minutes were being taken by Delfino Garcia.

### MINUTES

Mr. Withington motioned to approve the minutes of the September 3, 2013 meeting, open session. Ms. Davis seconded the motion. Vote to approve was unanimous. (3-0)

Mr. Withington motioned to approve the minutes of the October 7, 2013 meeting, open session. Ms. Davis seconded the motion. Vote to approve was unanimous. (3-0)

### SCHEDULING AND EVENTS

Mr. Garcia updated the Board of Assessors of the following meetings:

- Tuesday, November 12, 2013 –
  - 9:30 a.m. – start time on 4 Appellant Tax Board (ATB) hearing cases.
- Tuesday, November 19, 2013 –
  - 9:30 a.m. – start time on 3 ATB hearing cases.
- Tuesday, December 10, 2013 –
  - 9:30 a.m. – start time on 10 ATB hearing cases.

### APPELLATE TAX BOARD CASES

The Board of Assessors (BOA) reviewed the dockets of cases scheduled before the ATB in November and December a total of 17 ATB cases. Pamela Davis motioned to have the Asst. Assessor contact the Appellants and or their attorneys and reach an agreement to postpone their hearings to February or March 2014. Mr. Ellis seconded the motion. Vote to approve was unanimous. (3-0)

### BILLS PAYABLE

The **BOA** reviewed the following invoices:

- UPS Store
- Patriot Properties, Inc.
- Asst. Assessor's Mileage and MLS PIN Services

Ronald Manzone made a motion to process payments of said invoices. Mr. Ellis seconded the motion. Vote to approve was unanimous. (3-0)

### **MONTH END REPORTS**

The Board of Assessors reviewed, discussed and acted on Motor Vehicle and Boat excise tax abatements processed during the month of September.

### **EXEMPTIONS**

The Board of Assessors reviewed, discussed and acted on exemptions processed during the month of September.

### **OTHER BUSINESS**

In other business:

The BOA acknowledges the letter dated September 6, 2013 congratulating Delfino Garcia, Assistant Assessor for completing Course 101.

Department of Revenue (DOR) review was discussed by the BOA and Pamela Davis is to contact the DOR and follow up when a field representative will be in the Town Assessors' Office for review.

Pamela Davis asked the Asst. Assessor to print all LUC 102 cards for review.

Pamela Davis asked the Asst. Assessor to research all solar and wind turbine parcels for the Boards review at our next meeting.

The BOA discussed the classification of the Verizon building off Bridge Street.

The BOA discussed to start preparing the OL-1 report.

The BOA discussed about tape & measuring condominiums and it will not be done at this time.

The BOA discussed the FY15 Building permits and the Asst. Assessor informed the board the Admin are putting them in the Patriot System and on the excel spreadsheet. We will be ready to conduct field work by January 2, 2014.

Discussed Chapter 41C, Senior Exemption Options pertaining to age and allowable adjustment, the BOA stated it will remain the same criteria with no recommendations to change it.

BOA discussed the cyclical review and is on hold in conducting field work at this time.

Mr. Manzone motioned to adjoin the Board of Assessors meeting. Ms. Davis seconded. Vote to approve was unanimous. (3-0). Meeting adjourned at 7:20 PM.

Our next regularly scheduled meeting will be Tuesday, November 26, 2013.

Respectfully submitted,

Delfino R. Garcia  
Assistant Assessor  
BOARD OF ASSESSORS  
(Minutes approved on November 26, 2013)

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Ronald Manzone, Chairman, Board of Assessor

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Pamela K. Davis, Board of Assessor

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Ellis Withington, Board of Assessor