

# Aquinnah Board of Assessors

Location & Room: 955 State Road – Meeting Room

## Minutes

**February 4, 2019**

Present: Elise LeBovit, Marsha Shufrin, Adam A. Wilson and Angela A. Cywinski (Assessor/Appraiser)

Meeting called to order at 4:35 PM

**1. Minutes and Bills:**

Minutes approved by Board: June 11, 2018, August 6, 2018 and January 14, 2019

Bills: none

**2. Public Speak Time:**

No public members in attendance.

**3. Real Estate:**

○ Commitments signed by Board:

- 1<sup>st</sup> quarter RE \$1,007,078.59 and CPA \$27,114.92
- 2<sup>nd</sup> quarter RE \$ 1,007,074.25 and CPA \$27,111.13
- 3<sup>rd</sup> quarter RE \$1,241,535.92 and CPA \$33,489.70

**4. Personal Property:**

○ Commitments: none

**5. Exemptions:**

Applications: none

**6. Motor Vehicle:**

- Commitments: none
- Abatements: none
- Monthly List of Abatements signed by Board: 2018-04 for January 2019

**7. Abutters Lists signed by Board:**

MBLU 6-43; MBLU 8-32; MBLU 5-31

**8. New Business – All Statutory Administrative Duties which may or may not be listed:**

Abatements Received by February 1, 2019:

<u>Bill#</u>	<u>Type</u>	<u>Action</u>
AQ00221	PP	Pending
AQ00274	PP	Pending
AQ00403	PP	Pending
182	RE	Pending
123	RE	Pending
128	RE	Pending
191	RE	Pending
115	RE	Pending

<u>Bill#</u>	<u>Type</u>	<u>Action</u>
116	RE	Pending
193	RE	Pending
1107	RE	Pending
1108	RE	Pending
1109	RE	Pending
1104	RE	Pending
1116	RE	Pending
1117	RE	Pending
1118	RE	Pending
1119	RE	Pending
1121	RE	Pending
1122	RE	Pending
1123	RE	Pending
1120	RE	Pending
1111	RE	Pending
1130	RE	Pending
1124	RE	Pending
1131	RE	Pending
1125	RE	Pending
1132	RE	Pending
1126	RE	Pending
1133	RE	Pending
1127	RE	Pending
1134	RE	Pending
1128	RE	Pending
1135	RE	Pending
1129	RE	Pending
462	RE	Pending
AQ00789	PP	Pending
808	RE	Pending
AQ00599	PP	Pending
244	RE	Pending
541	RE	Pending

Angela prepared a preliminary office budget with warrant articles for FY2020. She stated that the office budget will increase by 2.8%. The increase is part of the approved compensation plan for all employees. If the Selectmen agree to give all employees a COLA the budget would increase by 1% or up to 2.5%.

Warrant articles: (1) up to \$15,000 to upgrade the Vision software; the funding source will come from the Assessors Overlay Account; (2) \$2,500 for the FY2020 interim reassessment; (3) \$9,000 to raised for 4 years to pay for the five-year reassessment of the town.

Adam indicated the monies for interim reassessment should be part of our departmental budget since it is an annual expense. I stated that would be a Town Accountant question.

The board agreed that placing a warrant article of \$9,000 per year is better than asking for an estimated \$36,000 lump sum in FY2022 for the certification reassessment.

**UPDATE:** On 2/5/2019, Angela conferred with Emily regarding the annual request of a \$2,500 warrant article and whether it could be added into the departmental budget. Emily stated that warrant

articles hold the money until it's ready to be disbursed. Plus, it can straddle between fiscal years; whereas, departmental budgets monies are only available for a specific fiscal year.

Earlier in the day, FinCom met regarding the FY2020 budget. At the meeting a draft budget was available, Angela made 3 copies for the board members. She summarized the FinCom meeting to the board, please refer to the FinCom minutes of 2-4-2019.

The BOS meeting of 1-22-19, Mr. Madison personally put on the agenda, Assessing Issues – Outsourcing. Please refer to the BOS meeting minutes and mvtv.org video. In conclusion, the board remarked they (BOS) can provide a detail cost of outsourcing to this board and see if there is a significant savings.

Explain the role of assessing to the public was suggested by Angela. She disclosed that a rumor, from a taxpayer, stated that they (BOA) single out certain property owners and raise their assessments so, the town can take their land. Adam stated we will address the issue if the person puts it in writing to this board. I asked the board members to consider a public meeting to explain assessing.

## **9. Old Business**

### FOL Received:

Duck Inn

Cuttyhunk Wi-Fi Group LLC

Century Link n/k/a Cyxtera Technologies

## **10. Other Business – Reserved for topics the chair did not reasonably anticipate**

Marsha asked Angela why she didn't open an envelope that was handed to her, at the 1-18-2019, FinCom meeting. Angela stated that she assumed the information in the envelope was from a prior board meeting and Marsha was handing me a hard copy of it. I place the envelope in the Board's folder for today's meeting. In short, she gave me her abatement application. I apologized to her for the assumption. I had right intention but the incorrect placement of the document.

Preliminary sales review for FY2020 – Angela briefly summarized the slight upward trending in sales to the board.

Vision software install is scheduled for 6-12-2019.

The board voted to send its' response to the BOS letter dated 10/31/20108.

Angela obtained information from a MAAO Conference about taxing agreements for a casino. She asked the board how to proceed. The board discussed the information and there was consensus to pass this information on the BOS at their March 4, 2019 meeting.

Elise mentioned to the board members about a Gay Head Church meeting on how to handle the tax title for the parsonage. I stated that the Church needs to contact the Assessors regarding their plans for the parsonage.

## **11. Adjournment**

**at 6:23 p.m.**