

OPEN SESSION

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The Board of Assessors met on Wednesday, June 17, 2020, at approximately 6:05 PM.

Present were Chairman Steve McCarthy, Clerk Cheryl Smith, Member Paula Bunker, Principal Assessor John Donahue, and Principal Secretary Daniela Nilsson. Due to the COVID-19 pandemic the town hall was closed to the public. However, the public was able to participate remotely via teleconference capability combined with a live broadcast of the meeting via community access television.

The Chairman announced that the meeting was being recorded by community access television. The Principal Assessor read aloud the Board of Assessors' State of Emergency Public Access Notice from the publicly posted Agenda stating that, due to the increasing concerns surrounding the Coronavirus pandemic, the meeting would be open to the public through remote participation only, and he also stated the telephone number and access code needed to join the live teleconference. The State of Emergency Pubic Access Notice also stated the meeting was being broadcast live via community access television's local channel 09.

The Principal Assessor asked if the Board had received his weekly work from home email. The Chairman stated he had, the recap is thorough, and that work was being done well.

The Principal Assessor stated that the Board of Selectmen would be voting tonight to promote Principal Secretary, Daniela Nilsson, from the part time position to the full time position. They would also vote on advertising the vacant part time position. He anticipates he will work with the Human Resource Director to post for the vacant position. The Chairman asked that the Board be kept apprised of the process. Member Bunker suggested reaching out to the applicants, that made it to the final interviewing rounds from last year, to see if there was any interest, as well as advertising for the position.

The Principal Assessor stated that the Annual Town Report and the Annual Recommendations from the Finance Committee and the Board of Selectmen were published, after the agenda for tonight's meeting was created. The Town Administrator had told the Principal Assessor that he anticipated a 15% decrease in state aid, and the budgets would reflect that. The Principal Assessor noted that the Board of Assessors had requested \$258,359 for the Fiscal Year 2021 budget and the recommendation from the Board of Selectmen and Finance Committee was \$238,667.

The Chairman wanted to acknowledge the Principal Assessor for a job well done on a recently adjudicated Appellate Tax Board case. The Chairman, the Principal Assessor, and Town Counsel had worked together on this case but he noted that the Principal Assessor took the lead in the case and saved the town considerable tax dollars, especially when most other towns would have cut a deal instead. The Principal Assessor stated that the MAO would be holding their annual summer conference, virtually, next week and he believes this case may be discussed at one of the sessions due to the recent ruling and lack of cases regarding solar arrays.

The Chairman asked the Principal Assessor when he is usually in the office. The Principal Assessor stated that he is normally in the office Tuesday to Thursday morning but that his schedule is changing, as he has started going out in the field to process building permits.

The Principal Assessor stated that Revised/Omitted assessments are due Friday and that he may be reaching out to the Board for signatures after reviewing the file maintained in the office. He also informed the Board that he had ordered hanging plexiglass for the secretary's desks to protect them when work resumes in the office.

Warrants were presented for signatures.

A **motion** was made by Chairman McCarthy to adjourn the Open Session and was seconded by Clerk Smith. **Voted unanimously 3-0-0.** The Board adjourned at approximately 6:16 P.M.

Next Meeting: July 1, 2020

I certify that the minutes of this meeting are true and accurate to the best of my recollection.

Respectfully submitted,



Cheryl Smith, Clerk

Prepared by Principal Secretary, Daniela Nilsson

Documents referenced during the meeting:

- *Bills payable and other administrative documents referenced during the meeting*