

**BOARD OF
ASSESSORS
MEETING
MINUTES**

June 28, 2017

Town Hall 1 Main St., Upton, MA 01568

**Chairman James Earl, Assessor Kelly McElreath, Assessor
William Taylor, Department Coordinator, Tracey Tardy**

1 The meeting, located at 1 Main St Upton MA, Ground floor conference room, called to
2 order by Assessor McElreath at 4:06 p.m. Second: Chairman Taylor, unanimous
3 Assessor Earl

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5 Attendees: Chairman Bill Taylor, Assessor McElreath, Assessor Earl and Department
6 Coordinator Tracey Tardy

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8 Motion made by Assessor McElreath to accept the meeting minutes from 5/24/17.
9 Second Chairman Taylor, unanimous Assessor Earl

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11 Review of the building permits for May

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13 Review of the deeds for May and the Waren Group sales report

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15 Motion made by Assessor McElreath to approved Motor vehicle abatement application
16 and certificates. Second: Assessor Earl, unanimous Chairman Taylor

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18 Motion to approve Vouchers, unanimous vote by Board

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20 The GIS data /map project is being tabled until a future meeting.

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22 Wet land project was tabled until a future meeting.

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24 Discussion took place regarding Owner Unknown parcels. The information was
25 returned to the office and is being reviewed by the Department Coordinator. Some of
26 the parcels are truly unknown and some an owner was found. The Coordinator has
27 been in contact with the state to see how to proceed with them. An update will be given
28 at future meetings as to the results of each.

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30 The review of the City and Town flyer for solar farms and panel taxation was for
31 municipality property only. Assessor McElreath made a request to have the Coordinator
32 collect information from other towns as to how they are taxing the farms and report at a
33 future meeting. Assessor Earl suggested that the parcels with cell towers be looked at
34 to see if the taxation could be handled the same way for the farms as the towers.

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36 A discussion took place regarding setting a policy for easements. The first step will be
37 to pull reports to identify all parcels that have any kind of discounts on the building or
38 land and each will need to be reviewed. Once this has happened the Board will set up
39 guidelines for common practices and procedures for the discounts. This will be an
40 ongoing project and worked on when able to do so.

41

42 Chairman Taylor will contact John Ervey from Northeast Revaluation to make sure the
43 property at the railroad is looked as for any personal property that may be able to be
44 taxed.

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46 The Board voted to put a hold on adding the Adams land to the tax rolls located in both
47 Grafton and possibly Upton until Conversation can contact Town Council regarding the
48 property line. Motion to hold adding the land was made by Assessor McElreath, second
49 Chairman Taylor, unanimous action of the Board.

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51
52 Assessor Earl would like to start a project to recheck parcels to make sure all out
53 building and decks have been picked up in the town. His request was for the Board to
54 approve the purchase of a memory stick for his ipad so the field cards can be pulled up
55 when he is in the field to review rather than printing all the cards. Unanimous action of
56 the Board.

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58 Meeting adjourned @ 4:49 p.m.

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61 Respectfully Submitted,

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64 Tracey Tardy, Department Coordinator

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