

**BOARD OF  
ASSESSORS  
MEETING  
MINUTES**

**June 8, 2016**

**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, was called to order by  
2 Assessor McElreath at 4:04 p.m. Second: Assessor Taylor, unanimous vote by the Board with Chairman  
3 Earl.

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5 Attendees: Chairman James Earl, Assessor Kelly McElreath, Assessor William Taylor and Department  
6 Coordinator Tracey Tardy

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8 Motion was made by Assessor McElreath to accept the meeting minutes from May 11, 2016. Second:  
9 Chairman Earl, Unanimous vote by the Board with Assessor Taylor.

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11 Motion was made by Assessor McElreath for the course fees, room fees and mileage to be paid for  
12 schooling for Assessor Taylor, Assessor McElreath and Department Coordinator Tracey Tardy. Second  
13 Assessor Taylor, unanimous vote by the Board with Chairman Earl.

14  
15 The Department Coordinator informed the Board the preliminary extract file for the 1<sup>st</sup> and 2<sup>nd</sup> quarters  
16 had been completed and sent to the billing company to being the real estate and personal property tax bill  
17 process for fiscal 2017.

18  
19 The Board discussed the wetlands discount project and will be checking with the conservation to see if  
20 the letter has been approved for the thoughts they have regarding discounts on land with wet areas. The  
21 board of Assessors will take the letter under advisement and between the 2 boards come up with written  
22 guidelines. Assessor Taylor will check with Conservation to see if the letter had been complete.

23  
24 Three properties concerning wet land were reviewed and found that they didn't qualify for the discount.  
25 Two properties qualified under another status due to size, zoning and frontage issues and one parcel will  
26 be denied because the wet area was needed in order for the property to be built on.

27  
28 Request was made to check the overlay balances and report how much is left in each year and do they  
29 figures match what the accountant has. The Dept. Coordinator will look into that for the next meeting.

30  
31 Discussion took place regarding growth. Assessor McElreath was told at a Town Managers meeting she  
32 attended that the amount of new home permits was going to be higher than anticipated. The Assessors  
33 had estimated 41 new homes when looking into the estimated growth in January and Code Enforcement  
34 has now said it will be closer to 50.

35  
36 The Coordinator notified the Board that the State has come out with the new price list per acre for chapter  
37 land and almost all categories have increased in value. This is the first increase in many years. I.E.  
38 cropland pastures went from \$160 to \$200, productive woodland \$43 to \$53. Infor can be found under  
39 FVAC chapter land recommended value for fiscal year 2017.

40  
41 The Board requested that a site visit be set up with Northeast Revaluation to check the Central Mass  
42 Beagle property valuation per the owner's request. The Coordinator will contact Northeast Reval. to set  
43 up the appointment.

44  
45 Matt Frantz made a visit to the office to discuss the project he is working on for the owner unknown  
46 parcels. He found that 9 parcels do exist and was able to give a few possible owners. This information

47 will need to be sent to a title examiner to research the probate files to see if we can get the states  
48 permission to add as official owner unknown parcels.

49

50 The omitted and revised reports along with the commitments for roll back taxes were approved and will  
51 be submitted to the state on June 14, 2016. The deadline to file is June 20, 2016.

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53

54 Request was made by Assessor McElreath to contact Dan Lane with Northeast Revaluation Corp. and set  
55 a meeting for an update on the certification process and where the town stands in the process.

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57 Next meeting will be scheduled for June 22, 2016; Assessor Taylor will not be able to attend.

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59 Meeting was adjourned @ 5:00 p.m.

60

61 Respectfully Submitted,

62

63 Tracey Tardy, Department Coordinator

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