**WESTPORT ASSESSORS AGENDA – JUNE 5, 2017**

**6:00 P.M. TOWN HALL – ASSESSORS OFFICE**

**POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A SECTION 20**

**Authorized Person: Sharon M. Potter, Office Manager**

**The Chairman reasonably anticipates the following items will be discussed:**

**Pledge of Allegiance**

**6:00 p.m. Call meeting to order**

**6:01 p.m. Approve:**

**1** Items for discussion and possible vote:

 A Vouchers: Michael Gubler, Cyclical Inspections

 Ellis Withington – Contract June

 Monthly Reports re: Motor Vehicle & Boat excise abatement May 2017

 Monthly Reports re: Personal Property Abatement May 2017

 **2** Approve Minutes of meeting May 1, 2017

**6:05 p.m. Correspondence acknowledged and/or action**

Ma Assessors Association re: Election results:

 President Elect, William Mitchell

 E-Board, Melissa L couture Rimbold & Christopher Reidy

 Division of Local Services re: Chapter Land Recommended Value for Fiscal 2018 – action required – vote recommended value

 Assessor certification – notification to Division of Local Services – Current Board members and Assistant Assessor for Fy 2018

**6:15 p.m.** From May 1, 2017 – no action taken – action required

 Board members appointments to serve on committees:

 John McDermott served on Capital Improvement Committee

 Robert Grillo served on Tax Incentive Program Committee

Selectmen need to be notified by June 1st – letter of intent to serve on the above committees

Letter to be endorsed to Town Accountant on release of Overlay Surplus – Selectmen sent letter to Board on May 1, 2017 requesting release of $779,429.02.

End of Year Budget Transfer – a request was necessary to transfer $200 to our personnel services line item to complete fiscal 2017 – a shortfall of $200 was due to the transfer of monies from our line item, sick leave buyout to other departments (by Town Administrator) – this transfer left a shortfall within our budget – Town Administrator and Selectmen Chair voted the transfer (will go to Finance Board 6/13/2017)

For your information: Ellis and Sharon met on 5/19/2017 with Jen Silvia, Steve Sullivan and John Lyons, members of Division of Local Services. This was for the review of the state Beach assessment – we confirmed acreage (via GIS map). The team noted guardrails in place along state beach parking lot and advised this frontage could not be used in determining value. This review will reflect the State Owned land assessment for Fiscal 2019

The Request for Proposal has been approved by Town Administrator and allowed the posting of RFP on our Mass Assessors Association website. The RFP is posted and a deadline of June 12, 2014 for submitting proposals. The proposals, as required by our Fy 2019 directives is for the grading and neighborhood delineation tasks. (no requests to date)

Topics not reasonably anticipated forty eight (48) hours in advance of meeting. Board members suggestion for future agenda discussion action

**6:30 pm. Vote to go to Executive Session – Roll Call Taken -** In accordance with Ma General Laws, Ch 30A, Sec 21 – reason to consider is:

Approve Executive Minutes of May 1, 2017 and vote to release excluding pending litigation.

**Adjournment**