Lakeville Board of Assessors
Meeting Minutes
Thursday, January 17, 2019

1. **Called to Order:** 3:07pm with Board Members John Olivieri, Lia Fabian, Jonathan Pink, Principal Assessor with RRG, Harald Scheid, and Linda Pendergrace, PT Clerk
Lake Cam recorded the meeting.

2. **No Public Comment**

3. Meeting Minutes:
Motion made by J.Olivieri and seconded by J.Pink to approve the minutes of December 20, 2018. Minutes approved. J. Olivieri – Aye, and J. Pink – Aye, L. Fabian abstained she was not in attendance the December meeting.

4. **RRG Report and Updates**
- PP forms went out
- 3ABC forms went out
- 3 PP abatements, 3 RE abatements, and 3 Administrative RE abatements (Fire damage) for a total of 9 have been filed.
- Harald has decided that Dick Finnegan a former assessor from Duxbury will not be helping with the abatements after all due to low abatement numbers so far.

5. **Crooked Lane**
Harald has not heard back from the owner of the property. There are couple of outstanding issues we have to come to terms with…

1. Rollback Taxes – what was chapter land those have not been assessed and paid. Project as you know has been up and running. Harald is asking his chapter specialist to send and compute the rollback and notify the owner that they owe some taxes.
2. Pilot Agreements – As in the agreement we have the right to issue a supplemental tax bill. The game plan is to notify the owner that we will be sending out a tax bill.

6. **CAI – Tech Contract**
Harald spoke with Rita and she explained typically a contract over 10k has to have the Selectman sign off on that. Harald mentioned to her about the procurement aspect because any contract over 10k needs to go through regular procurement process. However, CAI is on the state bid list
That being said, there are lots of companies that do a various aspects of what CAI does but none of them do it all.
J. Olivieri made a motion to recommend the Board of Assessors to entertain a contract with CAI – Tech upon approval as being an approved State entity; Lia entertained that motion, J.Pink seconded. All in Favor: J.Olivieri – Aye, L. Fabian – Aye, and J. Pink – Aye. Motion carries

7. **RRC FY2020 Proposal**
RRC is the only company that does PP. And RRG confirmed that all the services are the same as the last time $5,000.
What is included in the cost: They process all the Forms of List, come for a couple of weeks and drive around Lakeville looking for new businesses, then they go in and inventory all PP. The BOA is giving Harald permission to get a contract for the Selectman to review and approve.

8. **Old Business – Boat Excise**
Module is still not up and running yet, we have had the file since last September. Spoke with Randy and he said he could transpose it and have it download in to Munis so we don't need to have someone key it in. The BOA request to find out from Randy what his fee is for doing this.

9. **Annual Budget for Assessor's Office**
Harald presented to the BOA the budget and what he has recommended. Lia is looking for more money to be put into education for not only staff but Board members as well.
The BOA made a change to the training/education, giving Harald direction to change the Education and training to two thousand. Harald stated so before education change we were looking at a 1.9 % increase in the office, which is pretty modest.
Lia asked if the CAI contract reflected in the budget and it is. Computer and GIS services, we have 10K in the budget, vision comes out of that. Our current program is not great and doesn't function well in the first place, never mind not having much information, states J. Pink. Harald said having a GIS system will be truly not just for municipal purposes, but engineers, appraisers, realtors, residents and everyone will benefit. J.Olivieri said its valuable enough and we will be providing a level of service to the tax payer and those who serve the tax payer. Assessors have to start it and have to take the lead; we are the keepers of property records, maps, and real estate. Other departments can add to it. Example DPW can add fire hydrants, water lines, etc…police and fire can add what their needs are.

New Business – Norman will be staying till 5pm on February 1st to keep the office open for residents bringing in RE abatements.

Next meeting is scheduled for February 14th, at 3pm.

Meeting adjourned at 4:05 by J. Olivieri