



**Town of Norwell
Board of Assessors
345 Main St., Norwell, MA 02061**

Open Session Meeting Minutes

Date: October 26, 2022

Time: 5:00PM (open meeting)

Location: Norwell Library – Local History Room

Board Members Present: Ms. Mary Horowitz, Ms. Mary Granville, Mr. Theodore Dawe,

Others Present: Ms. Meredith Rafiki, Principal Assessor

Of note: Remote participation continues to be conducted pursuant to the Governor's Executive Order (March 12, 2020, temporarily modifying certain provisions of the Open Meeting Law, G.L.c.30A § 20(d) and 940 CMR 29.10(4)(b).) This meeting was also available via Zoom.

Ms. Horowitz called the meeting to order at 5:10PM.

1. Open Forum:

There was no one from the public present at the meeting at this time however Ms. Horowitz indicated that she would leave this public comment section open for the rest of the meeting in case any of the citizens had a public comment.

2. General Board/Office Business: Minutes, Bills, Reports and Commitments, Etc.

- a) **Prior Meeting Minutes.** Ms. Horowitz made a motion to approve the open meeting minutes of October 12, 2022 which was seconded by Mr. Dawe and a vote was taken with all in favor Ms. Horowitz, Ms. Granville and Mr. Dawe all voted yes.
- b) **Account Payable Bills and Invoices.** Bills and invoices totaling \$4,413.53 which included the following; Vision Government Solutions-\$1,375.00, AIM Personnel-\$1,222.20, \$619.59 and \$1,196.74 were all approved. Ms. Rafiki made a request that she be given authority to approve all personnel invoices since it would save time and expediate the processing. A motion was made by Ms. Granville to allow Ms. Rafiki to approve all personnel invoices which was seconded by Ms. Horowitz and a vote was taken with all in favor Ms. Horowitz, Ms. Granville and Mr. Dawe.
- c) **Reports and Commitments:** There were no reports or commitments at this time.

3.Board Discussion of Sales Analysis for State Certification:

Ms. Rafiki submitted the detailed sales information to Jennifer McAllister (DLS) for her review and comments. Ms. McAllister responded to Ms. Rafiki with a series of questions which Ms. Rafiki responded to or made adjustments to the sales based on the comments received. Mr. Dawe asked Ms. Rafiki for a copy of Ms. McAllister's questions and Ms. Rafiki indicated that she would forward the correspondence to the Board via email. Ms. Horowitz asked Ms. Rafiki what kind of questions Ms. McAllister asked and Ms. Rafiki responded that the questions were mainly related to unusually high or low valuations like what the Board had reviewed as well. Ms. Rafiki then gave an update on two specific commercial properties that the Board had questioned their valuations because the valuations seemed high in comparison to other properties. Ms. Rafiki presented the Board's questions to a representation of Vision Solutions (Gary) who responded that after reviewing the calculation concluded the properties in question were valued properly based on his experience. Gary also provided the Board with a written narrative explaining the valuation process and procedure for valuing all commercial and industrial properties and responded to all the remaining questions that the Board had presented at the previous meeting regarding the calculation of commercial and industrial properties. Mr. Dawe requested that Ms. Rafiki provide a final Sales Analysis Report detailing the number of homes and condominiums sold by style that agrees with the LA3 since some of the preliminary sales analysis reports had varying totals. Ms. Rafiki agreed that she would be able to produce the above requested report once in it is final. Mr. Dawe then asked how the values for improvements in properties by sub-area and outbuilding codes were calculated and Ms. Rafiki indicated that these values are obtained from within the Vision system tables and coding system. The Board discussed the responses to the Board's questions related to the Commercial and Industrial valuations from Vision Solutions and was satisfied with the responses and explanations for these valuations. Ms. Granville made a motion to approve the sales analysis and commercial and industrial valuations for State certification which was seconded by Mr. Dawe and a vote was taken with all in favor Ms. Horowitz, Ms. Granville and Mr. Dawe.


4.New Business: anything unforeseen: There was no new business or anything unforeseen to discuss currently.

5. Adjourn to Executive Session. The Executive Session will follow the open session.

All documents and exhibits referenced above are retained in the Assessor's Office in accordance with the Commonwealth's public records retention schedules

Ms. Horowitz adjourned the open session at 5:36PM.

Respectfully submitted,


Theodore Dawe, Clerk