

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

Open Session Meeting Minutes

Date: February 8, 2023

Time: 9:30 AM (open meeting)

Location: Osborn Room Norwell Town Hall

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 9:37 AM.

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. Assessor's Office Monthly Business:

- a) **Prior Meeting Minutes.** Ms. Horowitz made a motion to approve the open meeting minutes of December 7, 2022 (as amended) and January 4, 2023 (as corrected) which was seconded by Ms. Granville and a vote was taken with all in favor Ms. Horowitz, Ms. Granville and Mr. Dawe all voted yes.
- b) **Monthly Reports.** Ms. Horowitz made a motion to accept the following MV Excise and Boat Abatement and Uncollectible Personal Property Tax Reports, seconded by Mary Granville and a vote was taken with all in favor Ms. Horowitz, Ms. Granville and Mr. Dawe all voted yes.
 - 1) 2021 MV Excise Tax Abatement Report - \$126.95
 - 2) 2022 MV Excise Tax Abatement Report - \$657.19
 - 3) 2022 Boat Excise Tax Abatement Report - \$25.00
 - 4) 2023 MV Excise Tax Abatement Report - \$2,753.60

- 5) 2014 Uncollectible Personal Property Tax -\$4,231.82
- 6) 2010 Uncollectible Personal Property Tax - \$72.19

c) Commitments & Warrants to Collector

- 1) 2022 MV and Trailer Excise Tax Commitment #7 - \$21,468.77 (signed in Assessors Office)
- 2) 2023 MV and Trailer Excise Tax Commitment #1 - \$2,138,173.23 (signed in Assessors Office)

d) Account Payable Bills and Invoices. None. Mr. Dawe asked Ms. Rafiki if she had followed-up with RRC, the personal property evaluation company, with respect to their initial estimate which is based on 600 properties as to how they obtained that estimate. Ms. Rafiki indicated she had not but would follow up.

3.FY 2024 Revaluation & Office Budget - Meeting with Advisory Board Scheduled for 2/16:

Ms. Rafiki presented the BOA FY24 budget to the Board that would be presented to the Advisory Board on February 16, 2023 for the BOA's comments and suggestions. After much discussion surrounding each line item the following comments and suggestions were made:

1. Reference to assistant assessor should be changed to Principal Assessor
2. Funds required for outside market appraisals would be outside the budget and not contained within the Assessors Budget.
3. The second reference to Revaluation would be eliminated
4. Dues and Subscriptions appeared to me low and Ms. Rafiki would review for a possible increase.
5. Supplies appears to be low and would be reviewed by Ms. Rafiki for a possible \$1,000 to \$2,000 increase based on the additional needs.
6. Engineering Services are mapping services.
7. The annual fee for updating the property cards should be included in the budget and Ms. Rafiki would review to make sure it is included.
8. Ms. Rafiki indicated that a big neighborhood map identifying all the neighborhood codes, hopefully also identified by color in addition to the code identification, is included as part of the revaluation budget.
9. Ms. Horowitz also mentioned that adequate funds should be budgeted for upgrading the office technology such as laser tapes and tape measures.

4. Vote on Funding for Senior Work-off Program in the amount of \$75,000. Ms. Horowitz made a motion to marking \$75,000 to the Senior Work Off Program which was seconded by Ms. Granville and a vote was taken with all in favor Ms. Horowitz, Ms. Granville and Mr. Dawe all voting yes.

5. New Business: anything unforeseen: Ms. Rafiki indicated that there was no new business of anything unforeseen to discuss at this time.

Ms. Horowitz then asked Ms. Rafiki as a follow up question from the last meeting if she had reached out to the Select Boards office to ascertain if any BOA related matters were occurring or were schedule to occur. Ms. Rafiki indicated that she attended a site visit of a potential 40B property located at 126 Tiffany Road with members of the Select Board. Ms. Rafiki also indicated that the proposed 40B project would contain 44 units 11 of which would qualify for affordable housing. Ms. Rafiki indicated that she received the information regarding the 40B project via an email. Ms. Horowitz asked Ms. Rafiki to forward any emails regarding this project to all the Board members.

Ms. Rafiki mentioned that the housing project located at 56 High Street would contain 56 units all

of which would qualify for affordable housing.

Ms. Horowitz asked Ms. Rafiki for an update during our next meeting on all 40B projects and the status of the town's compliance with the States Affordable Housing Act'.

Ms. Horwitz told Ms. Rafiki that provisions should be made to fund the Senior Citizens Circuit Breaker Tax Relief within the 2024 budget and that discussions on how the Board will roll out this initiative should be part of the April agenda.

Ms. Rafiki mentioned that she would be meeting with Jennifer Williams from the DOR next Wednesday to discuss the revaluation process for 2024.

Ms. Rafiki indicated that she would be on vacation from Monday, February 20 to Friday February 24, 2023.

6. Scheduling of the next couple of Meeting Dates:


The next Open Meeting Sessions will be Wednesday, March 8 and March 22 and April 5, 2023 at 9:30 AM in the Osborn Room with the Executive Meeting Sessions immediately following the Open Meeting Session.

7. 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 Commonwealths public records retention schedules

Ms. Horowitz adjourned the open session at 10:35 AM.

Respectfully submitted,


Theodore Dawe, Clerk