



TOWN OF ROCKLAND

Board of Assessors

Town Hall
242 Union Street
Rockland, Massachusetts 02370

Chairman:

Dennis M. Robson

Vice Chairman:

Lisa M. Flaherty

Member:

Heidi S. Hosmer

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Assessor/Appraiser

Debra J. Krupczak, MAA

Minutes of BOA Meeting July 16, 2013

Chairman Dennis M. Robson called the meeting to order at 5:00pm.

In attendance were Chairman Dennis M. Robson, Vice Chairman Lisa M. Flaherty, Member Heidi S. Hosmer, Assessor/Appraiser Ms. Debra J. Krupczak, Administrative Assistant Ms. Delshaune R. Flipp and taking minutes Administrative Assistant Ms. Denice R. Alexander.

The Assessors reviewed, approved, and Chairman Robson signed the April 25, 2013 & June 3, 2013 BOA meeting minutes.

The Assessors approved and signed the Fiscal Year 2013 bill vouchers for \$90.00 SS Printing, \$2,500 Polaris, \$37.75 Plymouth County Registry of Deeds, \$229.04 WB Mason totaling \$2,856.79.

The Board approved and signed the June 2013 end of the month posted Motor Vehicle Abatements totaling \$2,317.10. Signed.

Chairman Robson made a motion to approve the July 2013 un-posted Motor Vehicle Abatements totaling \$1,456.05. Signed.

The Board approved and signed the June 2013 end of the month posted Personal Property Abatements totaling \$18,675.93. Signed.

The Assessors approved and signed the Motor Vehicle Commitment 2013-3 totaling \$143,053.5, and Commitment 2013-99 (Section 5 Plates) totaling \$2,580.00 & 2012-100 \$648.75. The motion was 2nd by Vice Chairman Lisa M. Flaherty. All in favor. Signed.

The Assessors approved and signed the 2013-4 Supplemental Real Estate Commitment totaling \$1,365.35.

New Business:

Assessors' Office Policies

Chairman Robson opened discussion on Assessors' Office policy. In attendance was Selectman Chair and Assessors' liaison Edward Kimball. Although the Board of Selectmen does not oversee the Board of Assessors and the Assessors' Office, he was present at the request of Assessor Heidi Hosmer. Chairman Robson invited Mr. Kimball to participate in the discussion.

Ms. Krupczak asked the Board to clarify office opening and closing procedure. Assessor Vice-Chair Lisa Flaherty mentioned that it is very rare for the Assessors' Office to be closed and during the four years she has been associated with the Office, she can remember only one instance when the office was closed for a full day due to illness and very rarely

closed at lunchtime. Assessor Hosmer asked Mr. Kimball if the elected Board of Assessors has full authority to close the office in certain circumstances.

Selectman Kimball stated that the Board of Assessors is an elected board and is elected to keep policy and ensure office procedures are followed. Therefore, he believes the Board of Assessors has authority to make decisions under special circumstances as long as they show that they have made every attempt to accommodate the Rockland taxpayers and public and by posting the change in advance. That being said they should use a common sense approach for example in the case of an emergency or unexpected event.

Vice Chair Flaherty mentioned to Mr. Kimball that Rockland was one of the few towns that was not open one night a week to accommodate the Rockland taxpayers and suggested that the Board of Selectmen give this future consideration. Assessor/Appraiser Krupczak stated she was also a big proponent of staying open late one evening to serve the public.

The Assessors agreed with Mr. Kimball's assessment of the matter and moved to continue discussion on implementing policy to the next meeting. All in favor.

Auditors

Assessor/Appraiser Krupczak mentioned that the Auditors have begun the annual financial audit at Town Hall.

Assessors' Web-Page Rockland Website

Assessor/Appraiser Krupczak informed the Board of Assessors that the Webmaster held a training session for select employees on how to make minor updates on the Rockland Webpage. She further informed them that she has already made updates on the Assessors page by adding the FY13 Assessment Listing and adding the FY13 tax rate along with a few other minor changes.

She suggested that next fiscal year the Assessor may want to submit a Town Meeting article in to finance putting the property record cards online for Fiscal Year 2015

RFP- Appraisal Services

Assessor/Appraiser Krupczak informed the BOA that there was quite of bit of interest in the three year RFP for appraisal services, but pk Valuation Group was the only appraisal vendor that submitted a proposal

Assessors' Overlay

Assessor/Appraiser Krupczak presented the Overlay Estimated Liability worksheet to the Board of Assessors. Because there are no overlay funds left prior to FY 2009 and the Collector recently certified uncollectable personal property tax to the Assessors for FY 2006, 2007 and 2008 resulting in abatements of \$38,967.47, they will have to raise overlay funds for fiscal year 2006, 2007 and 2008 on the Fiscal Year 2014 recap sheet.

The next BOA meeting is tentatively scheduled to meet on August 13, 2013 @ 5pm. Assessor/Appraiser Krupczak will send reminders to the Board.

Chairman Robson motioned to adjourn the meeting at 6:45pm. The motion was 2nd by Vice Chairman Lisa M. Flaherty. All in favor.

Dennis M. Robson – Chairman