

ASSESSORS MEETING
TOWN HALL
ROOM 202
JULY 15, 2008

The Board was called to order at 4:00 p.m. Anne Dunn, Tom Donnelly, and Nancy Shea were present.

Upon motion made and seconded, the Board--

VOTED: to approve the minutes of the June 17th meeting.

The Board reviewed and signed office bills.

The Board noted that a letter from the Town Clerk had no plan for inspection at this time.

The Board congratulated Jim Judge on the recent Appellate Tax Board decision in which the Town's assessment of commercial property was upheld against a \$4 million challenge by the taxpayer.

The MAAO newsletter was distributed to the Board. It was noted that Kingston will host a MAAO conference on assessment of utility equipment on July 23rd.

The Board reviewed an announcement from Colonial Supplemental Insurance concerning an informational meeting on voluntary insurance coverage.

At 4:15 p.m., the Board was joined by Sewer Commissioners Elaine Fiori and Peter Cobb for a joint meeting.

The Sewer Commissioners raised three issues:

1. The tax bills for the first quarter of fiscal 2009 sent to Phase 2 sewer customers did not include interest on the final Phase 2 betterments. This omission resulted from a "glitch" in the MUNIS billing software program that causes MUNIS to delay billing of interest until it is more than 1 year in arrears. If, due to this software glitch, the Phase 2 betterment interest is not billed until the first quarter of fiscal 2010, the Sewer Commission would lose \$85,000 dollars in revenue for fiscal 2009.

The Commissioners asked the Board to investigate whether the interest could be billed on the second quarter FY 2009 tax bills. Chairwoman Dunn noted the possibility that interest could be added manually to those bills, and Jim Judge reported that he had requested information from the MUNIS

software providers about how to overcome this problem. The Board and the Commission agreed to work together to attempt to get the interest billed by the second quarter.

2. The Sewer Commissioners raised a second billing issue. Betterments that have been paid off in full sometimes continue to show up on sewer customers' bills. For some accounts, this has occurred multiple times. The Board and Commissioners discussed the mechanisms by which pay-offs are reported and put into the system. The final pay-off list is generated by the Collectors' office via a highlighted print-out. Both offices will work with the Collectors' Office to try to reduce these errors.

3. The Sewer Commissioners raised the issue of Assessors' Office costs allocated to the Commission. Town-allocated costs for FY 2009 are 3.5%. The Commissioners inquired whether, in light of the completion of Phase 2, this amount could be lowered for FY 2010. While the Town Treasurer and Administrator have final responsibility for these allocations, the Board will consider the Commissioners' request in formulating its input to the process.

The next meeting of the Board was scheduled for August 26th, 2008 at 4 p.m. in Room 202, Town Hall.

There being no further business, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Nancy C. Shea