

Carlisle Board of Assessors

Board Meeting Minutes

Meeting date: Wednesday, March 9, 2022

Town Hall, Heald Conference Room

66 Westford St.

Carlisle, MA 01741

BOA members in attendance:

- Ken Mostello, Chair
- Teresa Kvietkaukas
- David Boardman

Others attending: Principal Assessor, Brian MacDonald

Motioned for approval: Ms. Kvietkaukas

Second: Mr. Mostello

Roll call vote: 2 in favor, none opposed

Approval date: March 30, 2022

Chair Mostello called the meeting to order at 8:00 am.

Mr. Mostello recapped the results of last night's presentation by Jim Darr from the FinCom to the Select Board. The FinCom's proposed 2023 budget includes additional money for hiring an assistant assessor, which is an upgraded position from what was an administrative assistant position. Additionally, money is being allocated for an assistant town administrator as well as an IT resource.

Mr. MacDonald discussed the parameters regarding the overlay account. Late last year, the board voted to transfer \$100,000 of nearly \$245,000 in overlay funds back to the town's general fund. Under recently enacted law, overlay funds accumulate year over year and are no longer limited to being used for a specific tax year. What the board did not understand is that unused funds can no longer just be transferred back to the town. The only practical way to reduce the fund is by running it in deficit each year. In other words, the BOA needs to allocate more for abatements and other uses than it receives in its overlay budget.

Mr. MacDonald asked the board to rescind the \$100,000 transfer from last year at the request of town accountant, Kelly Beyer, and town treasurer, Kimberly Kane. Mr. Mostello introduced a motion to do so, seconded by Ms. Kvietkaukas. The measure passed by unanimous vote.

The matter of the Wilson heirs transferring 54 acres of unused land between the Hanover Hill development and Curve Street into conservation was discussed. The board agreed that an abatement was in order since the town now owns the land. A motion to grant an abatement of \$14,412 was put forth by Mr. Mostello and seconded by Ms. Kvietkaukas. The motion carried by a 3-0 vote.

The owner of Clark Farm (Margie Finlay) has transferred the house on the property into conservation and have asked for an abatement. The board agreed that Mr. MacDonald would investigate the timing of the transfer with Silvia Willard in the conservation department to see if a retroactive abatement was in order due to delays on the town's part. Mr. MacDonald asked if the taxpayer should come before the board. Mr. Mostello said if it looked like no retroactive abatement was in order, then that might make sense.

Mr. MacDonald stated that he had dispositioned over 700 of the 1,700 open building permits bringing the number below 1,000. He said that there still appeared to be a lot of unassessed new growth, but most of it would not be on permits over \$500,000.

Mr. Mostello asked Mr. MacDonald to track all new growth due to backlogged assessment separate from normal new growth. The request was made so that a full impact of the new staffing and procedures could be determined.

Mr. MacDonald said that he believes many of the undeveloped parcels in town may be undervalued. He was going to speak with the planning department about these parcels.

Mr. MacDonald asked about hiring the new assistant assessor. Mr. Mostello stated that he would speak with town administrator on the timeline for hiring the assistant assessor, noting that we had plenty of unspent budget in 2022 due to the department being either unstaffed or understaffed for most of the year.

Minutes for the prior meeting were approved. Mr. Mostello motioned for approval, seconded by Ms. Kvietkaukas, and was approved 3-0.

No date was set for another meeting.

Chair Mostello introduced a motion to adjourn at 9:00 am. The motion was seconded by Mr. Boardman and carried 3-0.