

Carlisle Board of Assessors

Board Meeting Minutes

Meeting date: Wednesday, March 30, 2022

Town Hall, Heald Conference Room

66 Westford St.

Carlisle, MA 01741

BOA members in attendance:

- Ken Mostello, Chair
- Teresa Kvietkaukas

Others attending: Principal Assessor, Brian MacDonald

Motioned for approval: Ms. Kvietkaukas

Second: Mr. Mostello

Roll call vote: 2-0

Date approved: April 11, 2022

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

Mr. MacDonald mentioned he was working with Kim Kane, the Finance Director, on uncollectible personal property tax bills. Those bills will be abated.

The board signed off on the Haring property abatement which had been previously approved.

The board voted 2-0 to deny the NOAH abatement petition at Mr. MacDonald's request due to their failure to comply with a request for supporting documentation.

A discussion concerning affordable housing ensued. Mr. MacDonald said that the town would fare better on the 40B 10% land allocation compliance goal by having rental units rather than a small percentage of 40B owner-occupied properties.

Mr. MacDonald raised the matter of the Clark farm reclassification. The filing was late for the current fiscal year. The board voted 2-0 to deny for the current year based on the late filing but agreed that the property was eligible going forward.

Mr. MacDonald noted that property assessments were significantly deviated from recent market sales and would require significant interim adjustment. Mr. Mostello recalled that the board discussed interim adjustments in the Fall that had been prepared by Patriot Properties.

He questioned the surprisingly modest adjustments at the time but mentioned that the board felt it was not in a good position to make dramatic adjustments, especially without Patriot's recommendation to do so and without any departmental personnel at the time to evaluate the idea. Ms. Kvietkaukas recalled the conversation and concurred with the decision at the time. Mr. MacDonald and the attending board members agreed that dramatic increases in assessment were necessary to remain in compliance. Mr. Mostello mentioned they wouldn't be a problem unless the increases were significantly uneven in their allocation. Mr. MacDonald advised the board to prepare for more abatement filings next year. Mr. Mostello said that the town understands that rising assessments are generally offset by declining tax rates, but that would all depend on how uniform the revisions are.

Mr. MacDonald mentioned that he was favorably impressed by the recordkeeping done by the Building Department and found it easy to follow up on their permits. Mr. Mostello asked that he keep track of new growth numbers and projections. Mr. MacDonald noted that accurate projections were problematic but proximate estimates would not be.

Mr. MacDonald said that he was investigating condo assessment based on a recently released DOR IGR (Informational Guideline Release) that discusses how to value condos under development. The essence of the guidance is that common area facilities that are under construction are deemed not be available to the occupants, so the value is not allocated to the occupants while construction is ongoing.

Mr. Mostello inquired about hiring the new assistant assessor. He mentioned that he had heard nothing from the HR Board on his email to them a week ago and would email HRB Chair Vanessa Brown again that afternoon and would "copy the world on it this time". Mr. Mostello asked Mr. MacDonald what he thought a competitive salary would be for the position based on job postings he had reviewed. He said \$60,000-70,000. Mr. Mostello said then post the job with that range. He went on to say that the FinCom's increase in the department's FY '23 budget should be ample enough to cover it. Ms. Kvietkaukas noted that the prior administrative assistant position was only 30 hours a week, not 35 hours as Mr. Mostello assumed. Mr. Mostello said that he had planned to go up to \$75,000--\$5,000 more on the new position--so the monetary difference should be "more or less a wash". He asked Mr. MacDonald to post the job description immediately before Town Administrator Goddard's pending retirement on the 31st.

Minutes for the prior meeting were approved. Ms. Kvietkaukas motioned for approval, seconded by Mr. Mostello, and were approved 2-0.

A follow-up meeting date was set for April 11 at 8am.

Chair Mostello introduced a motion to adjourn at 9:45 am. The motion was seconded by Ms. Kvietkaukas and carried 2-0.