

Wednesday, June 29, 2022
Continued to July 20, 2022

Board of Assessors Minutes

June 29, 2022:

Meeting called to order at 5:15 pm at the Town Hall Office with Lee Whitcomb, Russ French, Roxanne Parent and Laurie Lucier in attendance.

- Motion passed to accept minutes from previous meeting as written
- Discussed the finer points of the Open Meeting Law
- Discussed the meaning of functional depreciation
- Summary from DOR of Assessor's responsibilities
- Some responsibilities of the Conway Assessor
 - Site Visits
 - Prepare and review calculated values
 - Training
 - Meetings
- Discussed how property is valued
- Discussed how the Tyler software program calculates values
- Pros and Cons of keeping the Tyler system or converting to another. Possibly have another company come in for a demonstration.

Next scheduled meeting July 6, 2022 at 5:15 p.m.

Motion to adjourn at 7:13 p.m.

July 6, 2022 meeting cancelled

July 20, 2022:

Meeting called to order at 5:22 p.m. – Lee and Roxanne by Zoom; Russ and Laurie at the Town Hall offices.

- Welcome letter from DLS to Roxanne
- Approved (2) invoices
- Approved and signed warrant for MVE Commitment 2022-04

- Approved (7) MVE abatement applications
- Reviewed new listings, new sales and new permits
- Discussed MAAO classes coming up the first week of August
- Transparency for the Board
 - Posting a sample property card on website with explanation of fields
 - Posting FAQ's
 - Posting on the "NextDoor App"
 - What's happening at the Assessor's office
 - Upcoming due dates (taxes, chapter applications, abatements, etc.)
 - Chart for land values
 - Info on the 8% interest for abatements (what qualifies you ...)
 - Posting more and clearer information on the town website
- Roxanne and Lee have begun working together and training
- Roxanne will not be available for the August 3rd meeting; Russ is not available for the September 7th meeting
- Values for FY23 should be ready no later than September 20, 2022
- Roxanne noted that her abatement has not yet been completed; that the values on her garage still don't seem to be correct. This will be discussed as part of the review process
- Tyler – issues are being worked out as they come up. Still some minor problems with the program.
- Do we print notifications regarding Tyler issues and stuff in with the tax bills?
- Tax values need to be reviewed fully and carefully prior to forwarding to the Tax Collector
- Budget talks
- 2020 map updates can be mailed to CAI after one final double-check
- Work and training session scheduled for Lee and Roxanne July 25th

Next meeting scheduled for July 27, 2022

Motion to adjourn at 6:20 p.m.