



**Town of West Tisbury**  
BOARD OF ASSESSORS  
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## **Open Session Meeting Minutes**

Board of Assessors, August 2, 2022

Present: Michael Colaneri, Lawrence Schubert

Also Present: MacGregor Anderson, Principal Assessor

The meeting convened at 4:30 P.M.

All votes were roll call votes due to the remote nature of the meeting.

### **Minutes June 21 2022**

The Board voted to approve the minutes: Colaneri yes, Schubert yes.

### **Abutters Lists**

The Board voted to certify the abutters lists Colaneri yes, Schubert yes.

### **Motor Vehicle Excise Warrant and Notice of Commitment 2022-4**

**RMV Commitment \$30,692.92**

**No Recommitments or Exempt**

The Board voted to approve the commitment: Colaneri yes, Schubert yes.

### **Motor Vehicle Excise Abatements \$2,511.53**

**2021 \$125.57**

**2022 \$2,385.96**

The Board voted to approve the abatements: Colaneri yes, Schubert yes.

### **Motor Vehicle Excise Exemption Application – Farmer Registration \$148.90**

Mr. Anderson said this was a by right exemption for this type of registration if the vehicles were not passenger vehicles, and they were used for the farm. He said applications were required every year. The Board voted to approve the exemption: Colaneri, yes, Schubert yes.

**Land Bank purchase on June 17<sup>th</sup> of 155 Merry Farm Road for \$2.5mm, FY22 taxes were \$4315.44**

Mr. Anderson said he was notifying the Board of the exempt purchase as he'd done for all exempt purchases. He noted that in FY21 the Land Bank had purchased \$10,451,600 worth of property in West Tisbury representing about \$61,000 in annual real estate taxes.

Mr. Colaneri said those taxes were then spread among the remaining taxable property owners. Mr. Schubert pointed out that while the assessors knew this, some of the public didn't understand that, and encouraged outreach to the community. Mr. Colaneri said the Board had tried to have an annual meeting with the Select Board to discuss just that sort of thing, along with subjects like PILOTs. He felt this should happen annually.

Mr. Anderson said he'd had some success previously in putting this sort of thing in dollars per typical taxpayer. He felt explaining that this \$61,000 meant \$30 or \$20 annually to the typical taxpayer was a good way to convey the impact.

#### **CAMA conversion update**

Mr. Anderson said the conversion had gone very well and was complete in terms of delivery and review. He said the work now was more focused on issues that became apparent during the review. He gave the example of sketches that were incomplete, noting that the values were correct, but it was something that should be fixed going forward. He said this was actually the result of the conversion to Patriot from Vision years earlier.

Mr. Anderson said the support and training had been excellent, with very fast response from a team of people.

Mr. Anderson said the next step was the desktop review, required by the Department of Revenue, where he would compare property cards for a week or two. He said PK's conversion work was highly automated and the reports provided spotted the few real discrepancies.

Mr. Anderson said he was pleased, and while it was a lot of work, he felt the conversion had gone extremely well and the new software was very good.

#### **Department of Revenue re-certification update**

Mr. Colaneri said in the past the Board would have an opportunity to review proposed value changes during the revaluation process.

Mr. Anderson confirmed the Board would have the opportunity to review changes prior to voting for them. He explained that the conversion brought the Patriot data in PK, allowing the next step, which was the revaluation/re-certification.

Mr. Schubert said it was his understanding that the sales are entered into the software and drive the changes in value. Mr. Colaneri pointed out that it was only arm's length transactions that are included.

Mr. Anderson confirmed this, saying a large part of his work since he arrived had been reviewing sales for both 2020 and 2021 to determine just that, and also to ensure data was accurate in terms of grade, condition and other factors. He said he'd reviewed every LINK real estate listing, and inspected most properties while also confirming sketch measurements with Nearmap. He noted the data collector had also done inspections of many of these properties.

Mr. Colaneri further explained that because of the relatively low number of sales, you could get a single sale for a big premium, with nothing similar selling, and you couldn't just use that sale to drive big increases for the entire neighborhood.

#### **Assistant Assessor / Data Collector position opening discussion**

Mr. Colaneri said he felt they should not make a decision with Ms. McFarland absent. He explained that historically they had a three-person office with a data collector and assistant alongside the principal assessor. He said when the building boom ended years ago and there was a change in staff, they went to two people, combining the jobs into the assistant assessor and data collector position.

Mr. Colaneri said the combined position allowed for increased compensation. He said the Board might want to look at the old model again, although he preferred to keep it to two employees.

Mr. Colaneri said he recognized that Mr. Anderson was very busy but he felt they should discuss it today with an aim to approve advertising at the next meeting. Mr. Anderson said he was ready to start the hiring process, having had to pause it for a few weeks so he could focus on the conversion and re-certification, as he had no time to train a new employee. But he felt starting the advertising and interviewing process now would be good timing to bring someone in as the re-certification was hopefully winding down.

Mr. Anderson said he had the old advertisement and had spoken with Ms. McFarland in her role as administrative assistant to the Personnel Board, so he was ready to go.

Mr. Anderson said it was his feeling that two good employees could handle the work load. He said he felt that the data collector should do less administrative work and spend more time on the data collection, while the Principal Assessor picked up more admin work like deed entry.

Mr. Schubert noted the next steps after advertising for two weeks also took considerable time and supported moving along with the process, and asked if Mr. Anderson would have a problem if someone came in at the beginning of October. Mr. Anderson said he thought it would be fine, saying that even if his inspection entry took longer than hoped for and into early October, he had work for a new employee that would keep them occupied for a few weeks while he finished up.

Mr. Anderson and Mr. Colaneri agreed that the previous job description was good.

**Overtime / Comp Time discussion for period of re-certification**

Mr. Anderson said that while he hadn't yet had to go over his 37.5 hours in a week, other than once by half an hour, he thought it could happen in the next few months. He said he needed official permission to go over 37.5 hours in a week, noting there was plenty of money in the budget for it.

Mr. Anderson then said he was uncomfortable collecting time and half if he went over forty hours in a week, and asked that he be allowed comp time instead which could be used for future time off before his vacation kicked in next March.

The Board voted to allow Mr. Anderson, for the next two months, to work beyond 40 hours in a week if needed and to take time over 40 hours as comp time: Colaneri yes, Schubert yes.

Mr. Anderson requested a change to the office schedule so that he could take time to let his dog out each day. He proposed leaving at eleven and returning at noon. The Board supported this change so long as it was on the white board in the lobby.

**Follow up to PILOT discussion from June 21<sup>st</sup>**

Mr. Anderson asked for some more time to complete his PowerPoint presentation so that he could focus on the re-certification.

Mr. Schubert felt that summer was not the best time to take the project on noting it was a long project.

Mr. Colaneri said they had talked about having a joint meeting with the Select Board before the classification hearing scheduled for November 18<sup>th</sup>, where he wanted to provide a scaled down presentation of exempt data. Mr. Anderson said he should be able to get materials together by then.

The Board did not enter into executive session.

The open session ended at 5:15pm

MacGregor Anderson, MAA

Principal Assessor

Approved:

9/7/22  
MS