



Board of Assessors'

Meeting Minutes

10:00 AM

June 26, 2020

On-Line Via Google Meet

Members Present: Robert G. Cocks, Jr., Caroline B. Akins, Charles W. Long and Town Assessor, Amy Gow

1. Opening

Chair Robert G. Cocks, Jr. opened the meeting at 10:07 AM.

2. Regular Business

A. Approval of Meeting Minutes

The Board of Assessors' voted as follows on the Meeting Minutes from May 29, 2020:

Caroline B. Akins:	aye
Robert G. Cocks, Jr.:	aye
Charles W. Long:	aye

B. Review of Departmental Expenditures

Expenditures from May 30, 2020 thru June 25, 2020 were reviewed.

3. New/Special Business

A. Authorized Signature

Due to Covid-19, The Board of Assessors' voted as follows to authorize Robert G. Cocks, Jr. to sign all documents voted at this meeting, June 26, 2020 on behalf of the Board:

Caroline B. Akins:	aye
Robert G. Cocks, Jr.:	aye
Charles W. Long:	aye

B. Year End Items

- Caroline B. Akins was elected to the position of Chairman of the Board for FY2021.
- Amy Gow was unanimously reappointed Town Assessor for FY2021.
- Amy Gow was unanimously authorized to sign all paperwork in Gateway for the valuation and tax rate setting process for FY2021.
- Motor vehicle excise abatement authorization was endorsed for FY2021.
- The Accountant’s signature form for vouchers and invoices was endorsed for FY2021.
- The Board discussed and unanimously authorized Amy Gow to encumber \$10,000 of the remaining FY2020 budget for contractually incurred data collection expenses.

C. Finance Team Meetings Update

- The Board reviewed the 1/12th budget that would be in effect should the June 29, 2020 Town Meeting need to be postponed into FY2021.

D. Next Meeting

- Friday, July 24, 2020 at 10:00 AM via Zoom.

E. Executive Session

Chair Robert G. Cocks, Jr. announced that the Board of Assessors’ would be entering executive session to discuss, review and sign statutory exemptions, all Clauses found under M.G. L. Chapter 59, Section 5, and pending real estate and personal property abatement, “as an open meeting may have a detrimental effect on the bargaining or litigating position of the public body”. Chair further announced that the Board of Assessors’ would reconvene in open session following the conclusion of executive session.

At 10:50 AM, it was moved and seconded to enter executive session. The Board of Assessors’ voted as follows to enter executive session:

Caroline B. Akins:	aye
Robert G. Cocks, Jr.:	aye
Charles W. Long:	aye

[EXECUTIVE SESSION MINUTES KEPT SEPARATELY]

At the conclusion of the executive session, it was moved by Caroline B. Akins and seconded by Charles W. Long to exit executive session. The Board of Assessors' then voted as follows on the motion:

Caroline B. Akins:	aye
Robert G. Cocks, Jr.:	aye
Charles W. Long:	aye

The Board returned to public session at 10:55 AM to report on actions taken during their executive session as follows:

FY2020 Real Estate Abatement Applications: 2 applications approved (unanimous, 3-0)

4. Adjournment

At 10:56 AM, it was moved and seconded to adjourn the meeting. The Board of Assessors' then voted as follows on the motion:

Caroline B. Akins:	aye
Robert G. Cocks, Jr.:	aye
Charles W. Long:	aye

Documents and Exhibits Used During this Meeting:

- Meeting Minutes of May 29, 2020
- Departmental Expenditures from May 30, 2020 thru June 25, 2020
- Assessors FY2020 Expenditures - Recap
- 1/12th Budget