



## **Board of Assessors'**

### **Meeting Minutes**

10:00 AM

July 24, 2020

On-Line Via Zoom

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

### **1. Opening**

Caroline B. Akins opened the meeting at 10:04 AM.

### **2. Regular Business**

#### **A. Approval of Meeting Minutes**

The Board of Assessors' voted as follows on the Meeting Minutes from June 26, 2020:

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

#### **B. Review of Departmental Expenditures**

Expenditures from June 27, 2020 thru June 30, 2020, and July 1, 2020 thru July 24, 2020 were reviewed.

### **3. New/Special Business**

#### **A. Authorized Signature**

Due to Covid-19, The Board of Assessors' voted as follows to authorize Caroline B. Akins. to sign all documents voted at this meeting, July 24, 2020 on behalf of the Board:

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

B. Warrants

- Warrants for the FY2021 Preliminary Real Estate and Personal Property were reviewed and approved
- Warrant to the Treasurer for the Norfolk County Tax was reviewed and approved

C. Chapter Land

- Classified Recreational Land Tax Lien was approved for parcels 06-080 & 06-081

D. Town Assessor Updates

- The Board reviewed the July 22, 2020 Finance Team Ongoing Work Plan
- The Board received a copy of the Dover Financial Policy, and will review and discuss at September meeting
- The Board was updated on 5 Whiting Road
- The Board was updated on the Assessor Clerks availability and coverage in the office thru the summer. Will revisit at the September meeting
- The Board briefly discussed the Assessors' pages in the Blue Book for Estimated Tax Rate and Tax History for Four Sample Residential Properties. Will revisit at the September meeting

E. Next Meetings

- Wednesday, July 29, 2020 at 10:00 AM via Zoom
- Wednesday, September 23, 2020 at 10:00 AM

F. Executive Session

Chair Caroline B. Akins 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 10:40 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 Robert G. Cocks, Jr. 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 11:24 AM to report on actions taken during their executive session as follows:

FY2020 Real Estate Abatement Applications:	6 applications approved (unanimous, 3-0)
Roll Back Taxes Abatement Applications	2 applications denied (unanimous, 3-0)

#### **4. Adjournment**

At 11:24 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 June 26, 2020
- Departmental Expenditures from June 27, 2020 thru June 30, 2020
- Departmental Expenditures from July 1, 2020 thru July 24, 2020
- Warrant FY2021 Preliminary Real Estate Taxes
- Warrant FY2021 Preliminary Personal Property Taxes
- Warrant FY2021 Norfolk County Tax
- Recreational Tax Lien
- Finance Team Work Plan
- Dover Financial Policy