

TOWN OF LITTLETON

**MINUTES OF
BOARD OF ASSESSORS MEETING**

Town Hall, Room 205
Friday, **SEPTEMBER 19, 2008**

Members Present: Frederick Freund, Pamela Campbell, Jim Winroth, William Ingham
Absent: Brian Wright
Present: Kenneth Mildren, Chief Assessor and Lorraine Freitas, recording secretary

Meeting came to order at 7:30 a.m.

The board signed monthly reports and bills.

The following personal exemptions under G.L. Chapter 59 Section 5, were **granted**:

Clause 22 a -	191 Hartwell Ave.	Clause 41 C -	31 Snow Dr.
Clause 22 a -	64 Bulkeley Rd.	Clause 41 C -	20 Matawanakee Tr.
Clause 22 a -	25 Grove Rd.	Clause 41 C -	26 Fletcher Ln.
Clause 22 c -	10 Pleasant St.	Clause 37 A -	48 Wychwood Hghts.
Clause 22 d -	3 Lillian Rd.	Clause 41A -	26 Fletcher Ln.
Clause 22 d -	10 Murray Park Rd.		

The Application for Statutory Exemption under G.L. Chapter 59, Sec. 5, Clause 41C was **denied** for 7 Bruce Street.

Application for Community Preservation Act Exemption under G.L. Chapter 44B, was **granted** for 323 Goldsmith Street.

Applications under G.L. Chapter 61 were **granted** for the following:

U34-2 - 36 Tahattawan Rd.
R5-17 - 51 Boxboro Rd.

Applications under G.L. Chapter 61A were **granted** for the following:

U31-46 - 370 Harwood Ave.
R4-4 & R4-6 - 140 Nashoba Rd.

Applications under G. L. Chapter 61B were **granted** for the following:

R8-13 - Foster St.
U25-5 - 140 Foster St.

The board signed the Community Preservation Surcharge Report. Ken informed the board that we may later be using the online reporting in the DLS Gateway system when submitting these forms.

Ken and the Board of Assessors discussed strategies for the following 40B projects and over 55 properties and the methodology in assessing these properties.

White Street project: Ken gave the board an update of the meeting with Matthew Field. Since Ken met with the board, Matthew Field had a meeting with the Board of Selectmen. Ken gave the board a copy of his written responses. After a few days later Ken met with Matthew Field to go over FY 09 assessments. That session was taped with Keith Bergman present. Ken gave the board his written narrative of that meeting along with a spreadsheet of the proposed FY09 values of the White Street development. White Street development had individual lots and frontage out to the street. It has a combination of condo, over 55 and undeveloped land. There are three (3) condexes with two units and each condex has its own septic systems. The plan was drawn with the square feet of land on the lots. There are some affordable units. To reach affordable market value of land, we used the overall land to value ratio and applied it to the affordable value giving us around \$70,000. The other lots we used the table value which was agreeable to Matthew Field except Gregory Lane due to no road, utilities, water and septic design and a lot of grading issues. Ken proposed a table value less cost to cure but needs some figures from Matthew Field. We have a letter dated September 16, 2008 from Matthew Field stating the costs are in excess of \$50,000. The board and Ken agreed the number is good but we need a breakdown of the value that equal \$50,000 from Matthew Field. Pam Campbell would also like Matthew Field to give us the street numbers he is referring to in his letter. Fred Freund said over 55 does not have any impact on value. The board agreed to the methodology that Ken used.

Charles Ridge project: Charles Ridge has 11 affordable units. We did not know which one they were until recently as the permitting boards do not make them known. We valued the whole parcel as one parcel with several buildings and one single unit last year. This fiscal year we have created individual parcels for each unit in the computer. We will depreciated 99% on some until they are complete. We will write a math formula using market multipliers to arrive at auction value.

Reed Lane project: This will be assessed similarly to White Street.

Mannion Place project: This will be assessed similarly to Charles Ridge.

Village on the Common (The Farm) project: There are 5 -6 units now. This is a phase development. We don't have a lot line, we have phase lines. All permits were taken after January 1, 2008. The project will be valued as land only for FY 2009.

Fred Freund wants us to create a form for all permitting boards (planning, health and zoning boards) to inform us when they approve anything so we will be made aware of it. i.e. If it's buildable or not buildable. We should know everything that is being approved from the other departments.

The board and Ken discuss interim year valued adjustments. On the residential values, we will move ratio sales to assessed ration from 97 to 95. The target is 2%. Put it all on

the land to get the medium. The land part is a 5% reduction of the total value. Reducing property values bring it to the 95% ration. For the next meeting, Ken will have the formula for some higher end homes on Mary Shepherd, New Estate and Harwood. On the commercial and industrial values, we will adjust the cap rates according to use types to obtain new values for commercial and industrial properties. We are going to have special meeting to discuss HP building. We may want to hire an appraiser or an attorney who specializes in that.

Meeting Day: We discussed other days as a possibility of meeting on another day but Friday works best for all.

Bonnie Holston, Town Accountant, has authority to sign the assessor's departmental bills in lieu of bills to be paid when there is no board meeting scheduled, and she offered to do that. Jim made a motion to allow Bonnie Holston to sign bills and Pam Campbell seconded to motion and the vote was unanimous. We will continue to have the board review the bills.

Next meeting to discuss HP is Friday, September 26th

Meeting adjourned 8:45 a.m..