

**TOWN OF SOMERS
BOARD OF ASSESSORS
SPECIAL MEETING**

THURSDAY, NOVEMBER 8, 2012

MINUTES

1. CALL TO ORDER

Robert Loubier, Co-Chairman called the meeting to order at 6:00 p.m. in the Assessor's office in the Somers' Town Hall. David Olsen, Co-Chairman, Joanna Wheeler, member and Patricia Juda, Assessor were also present.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 2, 2012.

Joanna made a motion to accept the minutes of the February 2, 2012 regular meeting. This motion was seconded by Dave and unanimously approved.

3. ASSESSOR'S OFFICE REPORT

- The February Board of Assessment appeals met on March 21, 2012. They heard 13 appeals and reduced the 2011 Grand List by 338,700. This is a loss of \$7,830.74 in tax dollars.
- There are two court cases pending as a result of being denied by the Board. The first is 26 Battle Street owned by United States Post Office Investments, Inc. The second is 625 Main Street owned by K Brothers LLC.
- The hearing is scheduled for December 17, 2012. Pat Juda will be working with Town Attorney Carl Landolina and Appraiser Bob Stewart defending the Town's values.
- The Board of Assessment Appeal held a meeting on September 18, 2012 to hear appeals on motor vehicle assessments. They had two appeals resulting in a reduction of 2,500 off the Grand List which calculates to be \$57.80 in tax dollars.
- February 29, 2012 the M-37, State Owned property report was filed with OPM. (April 1st filing deadline.)
- April 10, 2012 the M-13 & M13A, the Grand List totals were filed with OPM. (May 1st filing deadline.)

- Ellen Hendrick resigned effective January 30, 2012.
- On April 16, 2012, Karen Perna started in the part-time clerk's position. Karen went to UCONN in June and successfully passed Course 1A, the first of 4 courses required for a CCMA I designation. The Board of Assessors was very impressed that Karen successfully completed Course 1A at UCONN in June. The Board would like to recommend to the Selectmen that the town adopt a policy that would reward a monetary incentive for the Assessor's clerk to encourage further education in the field of assessing.
- The Assessor's office has processed 77 Renters' Rebate Applications to date. In discussions with Kim Marcotte, Somers C.F.O., it would make sense to have Social Services perform this function. However, due to the new personnel and the fact that they are short-handed, we decided that this office will continue this function this year.
- Renter's Claim forms were submitted to OPM on July 19th, August 30th, September 28, 2012, October 15th and November 8th.
- June 26, 2012 the M-35B, Elderly Homeowners and the M42 Disabled Exemption Reports were file with OPM. (July 1st filing deadline.)
- July 5, 2012, the M59 Veteran's exemption claim form was filed with OPM. (August 1st filing deadline.)
- September 26th filed M-35P, Reductions to Owners' Reimbursement with OPM. (October 1st filing deadline.)
- We are currently updating 538 personal property accounts. Work on the 2011 Supplemental Motor vehicle list is near completion as well as field work for the 2012 real estate list.
- We are on target for filing the 2012 Grand List prior to the January 31, 2013 deadline.
- The following dates were chosen for 2013 Board of Assessor Meetings:

Meetings will be held in the Town Hall Assessor's Office
At 6:00 p.m. on the following dates:

January 3, 2013
February 7, 2013
March 7, 2013
April 4, 2013

May 2, 2013
June 13, 2013
July 11, 2013
August 1, 2013
September 5, 2013
October 3, 2013
November 7, 2013
December 5, 2013

Joanna made a motion to adopt the 2013 meeting schedule and to accept the Assessor's report as one of progress. This motion was seconded by Dave and unanimously approved.

4. CORRESPONDENCE

No correspondence was received.

5. BILLS TO BE APPROVED

Adkins Printing Inc.	
For Personal Property forms	\$ 132.92
C.A.A.O. Fall Symposium	
For Assessor to attend	75.00
Quality Data Service Inc.	
For software licensing & support	6,000.00
Vision Government Solutions Inc.	
For CAMA Software	4,900.00

Dave made a motion to approve the bills presented. This motion was seconded by Joanna and unanimously approved.

6. ADJOURNMENT

Dave made a motion to adjourn at 6:37 p.m. This motion was seconded by Joanna and unanimously approved.

Respectfully submitted,

Patricia J. Juda

Robert Loubier

Assessor

Co-Chairman

Minutes are not official until accepted at a subsequent meeting.