

## **Minutes 28 August 2017**

Town of Groton  
Board of Assessors

### **Called to order 7:07PM**

#### **Attendees:**

Donald Black  
Garrett Boles  
Jenifer Evans  
Jonathon Greeno

### **Old Business**

12 June 2017 minutes approved.  
20 July 2017 minutes approved.  
24 July 2017 minutes approved.

Garrett Boles was unable to locate the letter North Andover uses during cyclical. The board will generate a new one.

Jenifer Evans presented info on scale factors and grade values in town as part of efforts to understand the influence.

\*To support understanding of grade, rather than generating a list of features based on his knowledge in the real estate and building trades business, Donald Black will order a HomeTech catalog. We already have a RSMeans catalog. These help break down the home features to understand grade.

### **New Business**

Review of 25 August meeting (Friday) with Bob from Vision.

Donald Black and Jonathon Greeno met with him.

He provided "the equation" to map parameters to home value.

The depreciation code should be entered as "Average", not "Good" when new. It keeps the house in appropriate range down the line.

Bob is willing to help any of us with questions. Just call or he can stop by on his morning commute.

Vision no longer provides formal training, just a handbook.

Bob is directing the Cyclical inspection, but doesn't know which individuals will actual do the inspection. The process:

- Knock on door.
- Ask questions about the house.
- Measures foundation, etc, for field card accuracy.
- If no one home, he will report to us and we can send a letter.
- They will not make quality grade changes. They will make recommendations/observations.
- We provide field cards for them to carry.
- They mark on cards.
- They will enter changes if we'd like.
- We should be able to provide a checklist for them to follow
- Vision will keep a production book of properties they have visited and got into.

We learned that when the Town of Groton converted from Patriot to Vision in 2007, the town did not do a full "measure and list". A "measure and list" is similar to the cyclical inspections and is supposed to catch porting errors. Vision can perform a "measure and list" for ~\$120,000 over 5 years.

More questions to go back to Vision

- \*Can we get a Read Only version of the database that assessors can access without fear of changing?
- \*Are there timestamps on edits to the database?

*Donald Black moved that the assessor's seek a (preferably) read-only access to the most current version of the Vision database, with query capability. One shared account is sufficient. Motion passed 3-0.*

*Donald Black moved that we hire Vision, or a third party, to perform a full "Measure and List" for the entire town before the next full reval in 5 years. Motion passed 3-0.*

*Donald Black moved that we submit a sum-to-be-determined to Fall town meeting for the purpose of funding year 1 of a multi-year contract for a full "Measure and List" and recollection of data. Motion passed 3-0.*

\*Based on discussion, Jonathon will generate a list of all properties with depreciation code, AYB, and EYB and will send to the board.

Garrett Boles shared a "2017 Vision CAMA Property Valuation" report.

\*Jonathon will "qualify" all 2016 sales and code-outs in preparation for this year's value adjustments.

\*Jonathon will generate a LA3 for 1/1/2016 – 7/1/2017 and email to the board.

\*Jonathon will print (or put in Excel) the depreciation table in the Vision database.

### **Property Discussion**

71 Gratuity Rd. Jonathon visited at request of homeowner. Most value in land (~\$187K) Adjusted grade based on pictures and discussion from C- to D, and decreased depreciation to "poor" based on leaky roof and general condition. Reduced value from ~\$290k to \$269,600.

### **Signed**

Vehicle excises rescinded, vehicle excises, commitments.

### **Bills:**

- \$2260 RRC for personal property appraisal services
- \$1000 RRC for software support for personal property
- \$525 Vision GIS annual maintenance.

Adjourned at 8:54PM

Jenifer Evans

\*Action Item