

AD HOC TAXATION/ASSESSMENT ADVISORY COMMITTEE MEETING

FEBRUARY 14, 2011, 9:00 A.M., COUNCIL CHAMBERS

Present: Committee Members Robert Manchester (chairman and acting secretary), Robert Dillon, Joel Hellmann, and Donald Nessing. Absent was Joop Nagtegaal.

Also present: Peter DeAngelis, Town Manager, and Michael Minardi, Tax Assessor

Also in attendance for a portion of the meeting was June Speakman, Town Council President, for Jeff Brenner, Ad Hoc Committee Liaison on the Town Council.

Meeting called to order at 9:05 A.M. by Bob Manchester.

Upon a motion duly made and seconded, the minutes of the meeting of February 8th were unanimously approved.

Bob Manchester, Joel Hellmann and Michael Minardi reported on the status of interviews for the open position of consultant. Peter DeAngelis joined the meeting and confirmed that he had discussed the position with AppraisalRI and anticipated receiving a proposal from them on Wednesday, February 16th.

The Committee discussed the Weekly Report from Appraisal Resource Revaluation Group dated 2/11/2010. Michael Minardi reported that the data conversion had been completed but that the process of verifying the outcome was on-going. Bob Manchester asked Michael to describe the procedures used to test the accuracy of the conversion. Mr. Minardi stated that a copy of the "neighborhood map" had been produced and that

additional copies would be made and be available in his office for Committee Members. Since Members had not had time to study the map it was decided to postpone discussion until the February 22nd meeting.

A brief discussion of the IAAO Standards for Mass Appraisals was held. The Committee noted that the IAAO Standards document appeared to be more of a guideline for the development of standards than actual standards.

Don Nessing brought up information that the Committee had received regarding property at 37 Ferry Lane. After discussion it was confirmed that, consistent with Committee policy, the material had been distributed to Appraisal Resource Revaluation Group, members of the Committee, Messrs DeAngelis, Minardi and Brenner.

The agenda for the next meeting was discussed, and the following topics were proposed, in addition to the usual progress report by Appraisal Resource:

- Neighborhood Map
- Consultant update
- Documenting changes on the field to explain assessment changes

Joel Hellmann asked that at some point the Committee discuss training for members of the Assessing Board of Review.

The next meeting date was established as February 22, 2011 at 9:00 am.

Upon a motion duly made and seconded, the meeting was unanimously adjourned at
10:00AM.

Respectfully submitted,

Bob Manchester, acting secretary