

Town Of Sandwich

THE OLDEST TOWN ON CAPE COD

OFFICE OF THE BOARD OF ASSESSORS
ASSESSING DEPARTMENT



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May 23, 2017

TOWN CLERK
TOWN OF SANDWICH

JUL 12 2017

3 H 00 M P M
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SANDWICH BOARD OF ASSESSORS

The Board of Assessors meeting was called to order at 4:36 p.m.

PRESENT: Lawrence Harrington (LH) Member, Nicholas Fernandes (NF) Member, Edward L. Childs (EC), Director of Assessing and Recording Secretary, Jeanne Varney (JV)

The board approved the minutes of May 9, 2017 for regular meeting. Motion: LH Second: NF
Vote: 2-0.

The board approved the Executive minutes of May 9, 2017. Motion: LH Second: NF Vote: 2-0.

PUBLIC FORUM: NONE.

REVIEW ANY CORRESPONDENCES/NEWSLETTERS: NONE.

DIRECTOR OF ASSESSING REPORT: EC reported that it is official Judy Rumul; Office Manager is retiring, effective August 9, 2017. She has been a valued employee for 23 years. She will be missed. Going forward the Assessing office has goals to reach, to re-examine the office, procedure, etc. EC will be more involved in training staff. We are working through the Field Technician's absence. Ben Styche, Assistant Assessor has been very busy. We are working to get the data entered for the Preliminary tax bills by June 15th. EC has been asked to be on a committee regarding the Wing School. EC will also be working with Selectmen on commercial use for town properties. The tools we have available now that we did not have before, will help us determine which parcels would be of use for commercial. Melanna Forys from the GIS/Engineering department is leaving for an out of state job transfer. She has been a great help to the Assessing Department. We are hoping to contract her to do the GIS work that the Assessing department needs. The state is sending a Community Compact Committee to Sandwich, EC will be working with them along with the financial department. We will be working on an inventory of files throughout the town departments and organize them. Clean out duplicates, organize "drives". The IT department is looking into a "Cloud" environment. "Open Cape" was discussed, regarding cable. The Planning department is setting up a fact gathering group in regards to the future use of the Wing School. The Cody School in Bourne is a good example as to what to do with the Wing School. NF suggested that there will be much support to make the Wing School a central town hall. LH asked if the school could be changed to a 55 and older residence and a town hall. It was discussed that the problem with the Wing School is the same problem as the town, there is no stewardship. The Assessing department changed the desk assignments in the front office. Laura Watts is working out very well. The field technician position must be filled. As of July 1st, EC will be moving his office into the lunch room. The Assessing office will be changed around this summer. We will schedule board meetings upstairs,



and if anyone from the public cannot do the stairs we will meet downstairs. EC is planning on using computerized systems more often over paper.

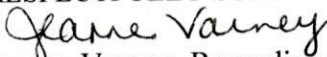
REVIEW & SIGN ANY SIGNATURE ITEMS: Motor Vehicle Excise: 2017-3 \$306,795.08 and MV re-commits: 2017-82 \$1,153.75 and 2016-90 \$19.38.

REVIEW ANY ABATEMENTS/EXEMPTIONS: Motion into executive session at 5:24 p.m. and return to regular meeting for new business by LH. Second: NF Vote 2-0.

NEW BUSINESS: NONE.

Motion to adjourn at 5:52 p.m. by LH Second: NF Vote 2-0.

RESPECTFULLY SUBMITTED,


Jeanne Varney, Recording Secretary
Cc: Town Clerk