

Town Of Sandwich

THE OLDEST TOWN ON CAPE COD

OFFICE OF THE BOARD OF ASSESSORS
ASSESSING DEPARTMENT



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September 6, 2022

SANDWICH BOARD OF ASSESSORS

TOWN CLERK
TOWN OF SANDWICH

OCT 27 2022

10 H 32 M A M
RECEIVED & RECORDED

The Board of Assessors meeting is called to order at 4:30 p.m.

PRESENT: Nick Fernandes, Chair, Robert James, Member and Ben Styche, Director of Assessing

ABSENT: Larry Harrington, Vice-Chair

APPROVAL OF MINUTES:

Mr. James motions to approve the minutes from the meeting held 8/6/2022 as written. Mr. Fernandes seconds. The motion is approved unanimously.

PUBLIC FORUM: NONE

ASSESSING DEPARTMENT UPDATES:

Mr. Styche reports the office has remained quiet. Mr. Brennan and Ms. Watts are doing a great job getting sales review and permit data entered into the CAMA system in anticipation of setting the new values and tax rate. A request for proposal was submitted to PK several months ago to obtain a quote for them to assist the department with the sales analysis and commercial personal property listing. He is waiting for the bid to come in. Mr. Styche explains the move to the new town hall has been delayed until November. Last week's torrential rain caused some flooding in the basement. Lastly, the department's Administrative Assistant has given her notice of resignation due to personal issues. Mr. Styche and Human Resources offered to make the position part time so she could work around her schedule and maintain her health insurance, but she declined. It is very unfortunate as she is well liked and has worked very hard. The job was posted internally today. Mr. Styche does not anticipate anyone applying for it. Next week, it will be posted publically and the hiring process will begin again. The office will work together to divide the workload up. Mr. James asks about the possibility of bringing in a previous employee to assist part time until the position is filled. Mr. Styche says this is definitely a possibility to look into as it was done in the past. Mr. Fernandes asks about having a remote employee. Mr. Styche explains this is not an option. All positions have been looked at recently and it was determined this position is not capable of being remote.

SIGN SIGNATURE ITEMS:

- Month End Reports – August 2022

EXECUTIVE SESSION: NONE

NEW BUSINESS: NONE

OTHER MATTERS NOT REASONABLY ANTICIPATED: NONE

ADJOURNMENT:



Mr. James motions to adjourn. Mr. Fernandes seconds. The motion is approved unanimously.

The meeting adjourns at 4:42 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "L. Watts", is written over the printed name.

Laura C. Watts, Assistant Assessor

Cc: Town Clerk