

# Town Of Sandwich

THE OLDEST TOWN ON CAPE COD

OFFICE OF THE BOARD OF ASSESSORS  
ASSESSING DEPARTMENT



16 Jan Sebastian Drive  
Sandwich, MA 02563-2319  
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November 2, 2021

## SANDWICH BOARD OF ASSESSORS

TOWN CLERK  
TOWN OF SANDWICH

NOV 23 2021

10 H 36 M AMJ  
RECEIVED & RECORDED

The Board of Assessors meeting is called to order at 4:31 p.m.

**PRESENT:** Larry Harrington, Chair, Robert James, Vice-Chair; Nick Fernandes, Member and Ben Styche, Director of Assessing

**ABSENT: NONE**

### **APPROVAL OF MINUTES:**

Mr. James motions to approve the minutes from the meeting held 10/5/2021 as written. Mr. Harrington seconds. The motion is unanimous.

**PUBLIC FORUM: NONE**

### **ASSESSING DEPARTMENT UPDATES:**

Mr. Styche updates the Board on things that are going on within the department. Over the next several weeks the LA4 will be finalized with Paul Kapinos at PK Valuation Group. The classification hearing is already scheduled with the Board of Selectmen for December 2<sup>nd</sup>. Mr. Styche is working on scheduling the hearing with each of the water departments. Mr. Kapinos lost about three days due to last week's storm and power outages, but everything should be finalized by mid-November. The office is very quiet right now which has been nice as it allows Mr. Styche to get his bearings around the classification process. The department is in the process of filling the position vacated by Laura Watts. There were 87 applicants. Mr. Styche and Ms. Varney have gone through all the applications and they will be meeting with Human Resources later this week to make sure everyone is on the same page. There were a few strong candidates, but no one within the Town applied. There were also no applicants with a background in Assessing. A few bank tellers, medical receptionists and part time realtors applied. The pay rate is around \$21 per hour.

### **SIGN SIGNATURE ITEMS:**

- Month End Reports- October 2021

### **EXECUTIVE SESSION:**

Mr. James motions to enter into Executive Session at 4:46 p.m. to comply with M.G.L. Ch. 30A § 21(a)(7) and M.G.L. Ch. 59 § 60 for the purpose of discussing abatements and exemptions and to comply with M.G.L. Ch. 30A § 22(f) for the review, potential approval and potential release of Executive Session meeting minutes from 10/5/2021. Mr. Fernandes seconds. Mr. Fernandes, Mr. James and Mr. Harrington approve the motion unanimously by roll call vote.

The Board reconvenes in Open Session at 4:47 p.m.



***NEW BUSINESS:***

At the Board's last meeting the clause 18 exemption was reviewed. Mr. Styche has finalized the requirements and would like the Board's approval. The Board reviews the changes.

Mr. James motions to approve the Clause 18 requirements. Mr. Fernandes seconds. The motion is unanimous.

***OTHER MATTERS NOT REASONABLY ANTICIPATED:***

Mr. Fernandes would like to have at least one person remote in during the next meeting so the Board can work out any kinks. Mr. Styche says that per the Town's Remote Participation Policy, the Board can only have three remote sessions per calendar year. He briefly goes over this policy. Mr. Fernandes says this is about being effective and getting work done during a pandemic. He would like the Board to be prepared. Mr. Styche agrees the ability to meet remotely is beneficial. He encourages the Board to reach out to Taylor White to learn more about this policy and how it works with the State's Open Meeting Law. He wants to make sure the Board is in compliance with the law.

***ADJOURNMENT:***

Mr. James motions to adjourn. Mr. Fernandes seconds. The vote is unanimous.

The meeting adjourns at 4:55 p.m.

Respectfully submitted,



Laura C. Watts, Recording Secretary  
Cc: Town Clerk

Supporting Documents:

1. Clause 18 Requirements

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## EXECUTIVE SESSION SANDWICH BOARD OF ASSESSORS

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**PRESENT:** Larry Harrington, Chair, Robert James, Vice-Chair; Nick Fernandes, Member and Ben Styche, Director of Assessing

**ABSENT: NONE**

Mr. James motions to approve and release the executive session meeting minutes from the meeting held on 10/5/2021. Mr. Fernandes seconds. Mr. Fernandes, Mr. Harrington and Mr. James approve the motion unanimously by roll call vote.

Mr. James motions to return to open session at 4:47 p.m. Mr. Fernandes seconds. Mr. Fernandes, Mr. Harrington and Mr. James approve the motion unanimously by roll call vote.

Respectfully Submitted,

Laura C. Watts, Recording Secretary  
Cc: Town Clerk