

Cheryl A. Sadeck
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Freetown Board of Assessors
Minutes of Wednesday, July 7, 2021
Virtual Meeting – Zoom.us

Present: Mike Motta and Jeff Field were present via Zoom. Paul Sadeck was present at the Town Hall.

Absent: None.

Call to order: Meeting called to order at 3:02 p.m. In conformance with these orders, all votes taken during this meeting were by roll call. The meeting was recorded by Mr. Sadeck.

Approval of Minutes

- A motion was made by Mr. Field, seconded by Mr. Sadeck, to approve the minutes of the May 19th meeting, including noted corrections. The motion carried unanimously.

Staff Report

The Assistant Assessor reported on responses to date from people who had received Second Home Personal Property bills. He also reported that exemption forms had been mailed out the prior week and 25 had been returned to date. A brief discussion was held between the Assistant and Mr. Motta about the abatement window for personal property.

Old Business

The first item under this heading was to address the clerical vacancy. Mr. Motta asked about altering the job description, and the Assistant responded that because the position is Senior Clerk, and Senior Clerk is a generic position within the town, the job description cannot be tailored to a specific department. The job ad could include a preference for experience or things of that nature, but the job itself cannot be tailored.

Mr. Field asked how the hours would be distributed. The Assistant answered that the position is for 15 hours per week, and the eventual intent is for this person to work from 8 a.m. to 11 a.m. Most, but not all, offices in the Town Hall are open from 8:00 a.m. to 4:00 p.m., but the Assessors do not open until 10:00, so this would provide more coverage.

Mr. Sadeck asked if the position was limited to 15 hours. The Assistant responded that the budget only supports 15 hours. If there was a desire for more hours, more money would need to be sought at a future town meeting.

Mr. Sadeck addressed the opening for the Conservation Commission's clerical position, which is also ≤15 hours. He asked if the two positions could be combined in some fashion, to allow the position to get benefits and be more attractive. He added that he had spoken with Keven Desmarais, and the Conservation Commission hours could be assigned so as to work around the needs of the Assessors.

Mr. Field agreed, and thought it could be a great idea to combine the positions and see a broader pool of applicants. Mr. Motta asked what would be the next steps. The Assistant noted that both departments currently have funding to hire someone at their designated hours, the next step would be to advertise and interview. The

Conservation Commission hires its own staff; the Assessors can interview potential clerks, but the Board of Selectmen would be the actual appointing authority.

A motion was made by Mr. Sadeck, seconded by Mr. Field, to move forward with a combined position. The motion carried unanimously.

The second item to be taken up under Old Business was Second Home Personal Property, but had already been addressed under Staff Report.

New Business

The Assistant explained the need to transfer funds between the Assessors budget and the Revaluation budget. A motion was made by Mr. Sadeck, seconded by Mr. Field, to seek the transfer of \$6300 from the Assessors budget to the Revaluation budget. The motion carried unanimously.

Any Other Business Properly Before the Board

No items were taken up under this heading.

Executive Session

A motion was made by Mr. Field, seconded by Mr. Motta, to enter into executive session to comply with the provisions of any general or special law; specifically, to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the government's litigating position; specifically, *Marie's Way Solar 1, LLC vs. Board of Assessors of the Town of Freetown*; and *Braley Road Solar 4, LLC vs. Board of Assessors of the Town of Freetown*, and not to return to open session afterward. When polled, the members voted as follows: Motta – Aye, Field – Aye, Sadeck – Aye.

Meeting Adjourned

A motion was made by Mr. Field, seconded by Mr. Sadeck, to adjourn. The motion carried unanimously, and the meeting was adjourned at 3:29 p.m.

This is a True Record by me.

Attest: _____
Assistant Assessor