



**Minutes of the Brimfield Board of Assessors Meeting held February 02, 2021**

Location: The Board of Assessors met pursuant to Governor Baker's Order to Suspend Certain Provisions of the Open Meeting Law, G.L. c. 30A, Sec.18, and the Governor's Order imposing strict limitation on people gathering in one place, this meeting of the Town of Brimfield Board of Assessors was conducted via remote participation at +1(623)600-3773 Access Code 625935

Meeting called to order via teleconference at 3:06 P.M. by Robert Sullivan, Chair  
Roll Call: Present Cynthia Powers-Present Host: Cynthia Poirier, Deputy Assessor

- .14 Meeting Minutes from the January 19, 2021 Board of Assessors Meeting. Motion made by Cynthia Powers to accept and sign the Minutes as presented and applauded Ms. Poirier for the detail provided within them. Robert Sullivan concurred and seconded the Motion. All in favor by roll call vote: Cynthia Powers- I, Robert Sullivan -I.
- .15 Department Payroll. Robert Sullivan will visit the Assessors Office to sign the Payroll.
- .16 The Board to review and sign the Tax Map Maintenance Renewal with Cartographic Associates, Inc. Ms. Poirier informed the Board that the contract reflects no price increase from the previous year. Cynthia Powers made a motion to accept and sign the Tax Map Renewal Agreement with Cartographic Associates, Inc. Seconded by Robert Sullivan. All in favor by roll call vote: Cynthia Powers- I, Robert Sullivan -I.

**Discussion:**

Mr. Sullivan gave a brief summary of his recent meeting with the Finance Committee. Michael Doyle, a former Finance Committee Member, currently serving as a Select Board Member was also present.

Mr. Sullivan stated that it appears more discussion is needed to explain the concerns of the lack of recommendation for the increase of the Board of Assessors stipend and the compensation for the Deputy Assessors Position.

Mr. Sullivan explained that at the Finance Committee meeting discussion ensued surrounding an older study, however Mr. Sullivan was not provided with any documentation for comparison to bring back to the Board for examination.

Ms. Powers was in agreement that the Board's stipend and Deputy Assessors salary updating are long overdue, especially with the increased internal workload and the many Department of Revenue rolls and responsibilities' requirements that have added to the Assessors certification processes.

Ms. Powers supported Mr. Sullivan concerns, that if there were a sudden vacancy in these unpredictable times there would a very small pool of "qualified" individuals (if any) to fill any vacancy. Ms. Powers wanted to keep the main focus on the long overdue just compensation for the positions. Mr. Sullivan announced he is also conducting comparisons for the Town Clerks position which he feels has also been overlooked and with an upcoming election, the position needs to be updated to attract qualified individuals.

Discussion ensued surrounding a recent study conducted by the Board of Selectmen, when sadly the Town was faced with a sudden vacancy in a key financial position.

The Board's discussion pointed to similarities assessors share within that study as a key financial department, requiring a great deal of skill set, certification and ongoing educational requirements. Mr. Sullivan pointed to the fact that Assessors are a key financial department and updating the positions compensation structure in commensurate with its duties is of dire need. Mr. Sullivan revisited his concerns of sudden vacancies, updated and properly budgeted positions will serve to provide security should the department have an opening and avoid being put in the place the Town had recently experienced to fill a sudden vacancy.

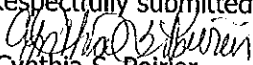
Mr. Sullivan stressed the importance to provide just compensation to existing members of the Board and staff to ensure the department's positions are compensated at current levels that matches the job description and remain competitive. Applying the right compensation structure enables the assessors to retain experienced assessors and staff and the training invested in these positions, and also encourages longevity which is important to the core of stability within the department.

Ms. Powers concluded that her feelings are the same, however she felt that the Deputy Assessors position is of most importance for both valuations and revenue stability that the Town relies on for its budget and planning for the future. Ms. Powers stated she felt strongly that if funds were an issue in consideration of this budget request, she would support increase made to full time Deputy position over the stipend study.

Mr. Sullivan will return to the Finance Committee in hope to have some specific and more current comparisons and concrete recommendations.

In closing Mr. Sullivan asked to table the discussion and return to it at a future meeting when Carolyn Haley is in attendance.

Robert Sullivan asked the members if they had any further business to discuss, having None, a motion to adjourn was made by Cynthia Powers. Second by Robert Sullivan.  
All in favor by roll call vote: Cynthia Powers- I, Robert Sullivan -I Adjourned at 3:23 p.m.

Respectfully submitted,  
  
Cynthia S. Poirier  
Deputy Assessor  
Date: 02/16/2021

## BOARD OF ASSESSORS

