



TOWN OF
AMHERST
MASSACHUSETTS

Office of the Town Manager
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To: Town Council
Town Clerk

Fr: Paul Bockelman, Town Manager

Dt: August 12, 2019

Re: Board of Assessors Appointments

Appointments

With this memo, I refer to the Town Council and simultaneously file with the Town Clerk, the following names of people I desire to appoint as members of the Board of Assessors in accordance with Section 2.11(b) of the Amherst Home Rule Charter. Terms are effective immediately unless otherwise noted.

Three-year term (3):

(expires June 30, 2022) Legrand Hines, 1278 Bay Road (reappointment)

Two-year term (2):

(expires June 30, 2021) Ken Hargreaves, 187 Henry Street (reappointment)

Richard Morse will continue as a member. His term expires on June 30, 2020.

Profiles

- **Legrand Hines**: Mr. Hines has served on the Board of Assessors since 2016. This would be his second term on the Board. He brings 28 years of experience as a corporate and marketing executive. He has completed the required training to be an assessor.
- **Ken Hargreaves**: Mr. Hargreaves has served on the Board of Assessors since 2017 for a term that originally expired in 2018. This will be his first "full" term. He brings 36 years of experience working in financing real estate. He has completed the required training to be an assessor.

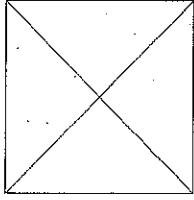
Summary of Process

These are reappointments. Service on the Board of Assessors requires attending a school to receive certification. Both candidates have completed this training.

Below is the relevant section of the Charter for your review.

Section 2.11(b) of the Charter states:

Members of Multiple-Member Bodies: The Town Manager shall refer to the Town Council and simultaneously file with the Town Clerk, the name of each person the Town Manager desires to appoint as a member of a multiple-member body. Appointment of a member of a multiple-member body made by the Town Manager shall become effective on the 30th day after the date on which notice of the proposed appointment was filed with the Town Clerk unless approved or rejected by a majority of the full Town Council within the 30 days.



TOWN OF AMHERST
COMMITTEE CHARGE

Name: BOARD OF ASSESSORS

Appointing authority: TM

Town code: 02

Type: Committee

Town bylaw: yes

Number of voting members: 3

Member appointment: 3 yrs.

Voting members to include (where possible): Members are required by the state to take and pass a one-week, all day course given by the State Department of Revenue at the University of Massachusetts.

Non-voting liaisons:

Committee charge summary:

MGL, ch. 41, sec. 24 requires each town in the state to appoint an appropriate board of assessors. Amherst has a board currently consisting of three assessors.

The board has responsibility for levying the property taxes necessary to meet Town Meeting appropriations. Taxes are to be allocated equitably on the basis of the property owned by each tax payer. The board works with the full-time Principal Assessor and the part-time Appraiser to accomplish the following:

- 1) to assess all real and taxable personal property within the town at fair cash value,
- 2) to grant exemptions, abatements, and other special treatment to certain properties on the basis of use or ownership, and
- 3) to compute the tax rate.

The activities of the board are guided by state regulations and are closely monitored by the state Department of Revenue.

The Representative Town meeting Act provides that the Board of Assessors and the Select Board act jointly as a redistricting board when voting precincts are changed.

The Town Manager Act requires that the Town Manager be responsible for the appointment of assessors.