

**SPECIAL SELECTBOARD MEETING**  
**July 5, 2017**  
**Draft Minutes**

Present: Casey Mathieu  
Dave Tilton  
Allison Weinhagen  
Nanette Rogers  
Greg Barrows

Guests: None

The meeting was called to order at 7:03 p.m.

**CHANGES TO AGENDA**

There were no changes to the agenda.

**PUBLIC COMMENT**

There was no public comment.

**FY'2018 PROPERTY TAX RATE**

Nanette advised of an email received late in the afternoon that will affect tax bills if the rate is set at this meeting. Upon calling the State, Nanette was informed that Westford has fewer than 11 parcels that were not part of a download sent to the Town on July 1<sup>st</sup>. The State also advised that they are approximately 1,200 parcels that the State is still processing however was unable to tell Nanette if any of the 1,200 parcels were in Westford. The Board, Nanette and Greg discussed whether or not to hold off on setting the tax rate. Nanette and Greg did not feel there would be a substantial impact. The Board decided that it would be in the Town's best interest to go forward with setting the tax rate and mailing the bills as planned.

Greg provided a breakdown of the tax rates and explained the different components. The town and highway tax rates are based on the budgets approved by the voters, less anticipated revenue and a portion of the surplus from FY'16. The amount to be raised by taxes are put into the software program, which then calculates the tax rate. Based on the 2017 Grand List and the amount to be raised by taxes, the town tax rate is calculated to be \$0.3302 and the highway tax rate \$0.3051.

The Veterans' Exemption, Farm Stabilization Exemption and hold harmless figure from the State were used to calculate the Local Agreement tax rate. Due to the exemptions, all tax payers recoup the taxes on the exempted amount through the Local Agreement tax for the town and school taxes. The amount to be raised in taxes for the Local Agreement was calculated to be \$18,357 or \$0.0077 per \$100 of assessed value.

The State set the residential education tax rate at \$1.4933 and the non-residential tax rate at \$1.5271. The residential tax rate is \$0.0417 lower than the FY'17 rate and the non-residential is \$0.0065 higher.

When the education tax rates are added to the town, highway and local agreement rates, the total residential tax rate becomes \$2.1363 and the non-residential becomes \$2.1701.

Allison Weinhagen made a motion to set the residential tax rate at \$2.1363 and the non-residential tax rate at \$2.1701, seconded by Dave Tilton. Motion passed: 3-0.

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**EXECUTIVE SESSION**

Allison Weinhagen made a motion to enter Executive Session at 7:28 p.m. to discuss salaries, seconded by Dave Tilton. Motion passed: 3-0. People in attendance were Casey Mathieu, Dave Tilton, Allison Weinhagen, Nanette Rogers and Greg Barrows. The Board exited Executive Session at 7:53 p.m.

Allison Weinhagen made a motion to increase salaries for all non-stipend employees by 2% with the exception of one road crew employee whose salary was increased by 4% to keep the salary competitive, seconded by Dave Tilton. Motion passed: 3-0.

**ADJOURN**

The meeting adjourned at 7:54 p.m.

Respectfully Submitted,

Casey Mathieu, Chair  
Selectboard

Nanette Rogers  
Town Administrator