

City of Marlborough Public Meeting Posting

Meeting Name: City Council Personnel Committee
Date: September 20, 2021
Time: 6:15 PM
Location: City Council Chamber, 2nd Floor, City Hall, 140 Main Street

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2021 SEP 15 P 2:34

This meeting will be held in the City Council Chamber. Public attendance is permitted. The meeting will be televised on WMCT-TV (Comcast Channel 8) or Verizon/Fios Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city's website, home page (www.marlborough-ma.gov).

1. Order No.21-1008365: Appointment of Linda Warren to the Council on Aging for a 3-year term from the date of Council confirmation.
2. Order No.21-1008271: Appointment of John Valade as Principal Assessor for a 3-year term from the date of Council confirmation.

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

The public should take due notice that the Marlborough City Council may have a quorum in attendance due to Standing Committees of the City Council consisting of both voting and non-voting members. However, members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the Standing Committee.

Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.



IN CITY COUNCIL

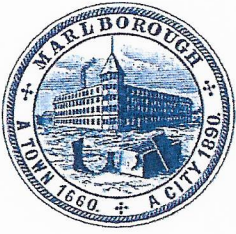
Marlborough, Mass., AUGUST 23, 2021

ORDERED:

That the Appointment of Linda Warren to the Council on Aging Board for a 3-year term from date of Council confirmation, be and is herewith referred to the **PERSONNEL COMMITTEE.**

ADOPTED

ORDER NO. 21-1008365



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR

2021 AUG 19 A 11:15
Patricia M. Bernard
EXECUTIVE AIDE

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

Ryan P. Egan
EXECUTIVE SECRETARY

August 19, 2021

Council President Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

RE: Appointment of Linda Warren to the Council on Aging

Honorable President Ossing and Councilors:

I am pleased to submit for your approval the appointment of Linda Warren to the Council on Aging for a three-year term from her date of approval.

Ms. Warren is a retired nurse and has been a Marlborough resident for over 40 years. She is a past president of Massachusetts Chapter of the American Diabetes Association, a past volunteer and employee of the Chamber of Commerce, and area Shine Counselor, as well as an active member of the Marlborough Junior Woman's Club.

Ms. Warren enjoys helping seniors and has expressed an interest in serving on the COA board.

I've enclosed her resume for your review.

Thank you in advance for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure

Present

8

Linda Warren
107A Collins Drive
Marlborough MA
01752

Personal History

I have lived in Marlborough for 43 years. I have two grown children and two grandchildren, all of whom attended Marlborough schools and live in Marlborough.

Active member of First Church in Marlborough.

Pre-retirement History

Achieved a BSN and worked as a visiting nurse and diabetes educator. Finished my professional career working at Abbott Diabetes Care for 20 years.

Served as President and Chairman of the Board for the Massachusetts Chapter of the American Diabetes Association.

Charter member and Chair of the National Certification Board for Diabetes Educators for three years.

Served as a consultant to the National Diabetes Education Program for two years.

Was involved in numerous local theater and choral groups over the years.

Post-retirement History

Employed part time at The Paper Store for three years.

Volunteered as a SHINE counselor for four years at three Senior Centers (Hudson, Northborough, Marlborough).



IN CITY COUNCIL

Marlborough, Mass., JULY 19, 2021

ORDERED:

That the Appointment of John Valade as Principal Assessor for a 3-year term from date of Council confirmation, be and is herewith referred to the **PERSONNEL COMMITTEE**.

ADOPTED

ORDER NO. 21-1008351



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR

2021 JUL 15 A 11:07

Patricia M. Bernard
EXECUTIVE AIDE

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

Ryan P. Egan
EXECUTIVE SECRETARY

July 15, 2021

Council President Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Pass

RE: Appointment of John Valade as Principal Assessor

Honorable President Ossing and Councilors,

I am pleased to submit for your approval the appointment of Mr. John Valade as Principal Assessor for a term of three years to expire from his date of confirmation. By virtue of his appointment as Principal Assessor, Mr. Valade will also serve on the Board of Assessors.

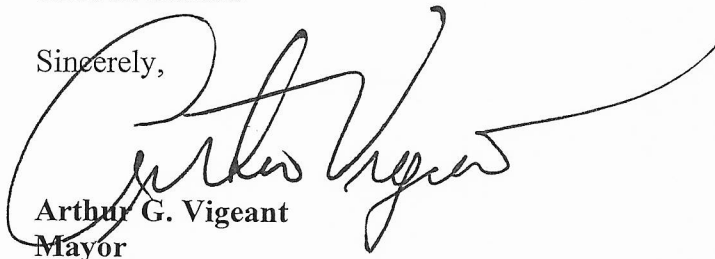
Mr. Valade is a certified appraiser and accredited assessor bringing over 25 years of extensive experience in the assessing, appraising, valuations, and real estate industries. He serves on the Executive Board for the Worcester County Assessors Association and is past president.

His skillset is exactly what we need, and I'm confident his well-rounded experience will be an asset for the Board of Assessors and our department.

Mr. Valade is scheduled to start on Monday, August 2nd, and I will send a copy of his letter confirming a 60-day temporary appointment as Principal Assessor.

I'd like to take this opportunity to thank those who assisted in our recruiting efforts in this difficult market.

Sincerely,



Arthur G. Vigeant
Mayor

Enclosures

June 27, 2021

City of Marlborough
Human Resources Department
140 Main Street
Marlborough, MA 01752

Re: Principal Assessor Position

Dear Human Resources,

This letter is in response to your ad posted on the City of Marlborough website for Principal Assessor.

I feel that with my direct and extensive background in the Assessing, Real Property Appraising, Appraisal Review, Revaluation, and Real Estate Sales/Mortgage/Lending fields, I may have many of the qualifications you are seeking, and am enclosing my resume which describes my work experience and training in detail.

I've been engaged in various facets of the Assessing, Real Estate Appraising & Review, and Real Estate Sales fields for about thirty years. This included; assessing, commercial/industrial & residential appraising, residential appraisal review, property management, real estate brokerage/sales, revaluation, eminent domain, tax equalization and appellate tax appeal work. Additionally, I was a Principal owner of a full-service appraisal firm which included a total staff of eleven.

I currently serve on the Executive Board, and as Past President (2016) for the WCAA (Worcester County Assessors Association). I have experience participating in appeal hearings at the Massachusetts Appellate Tax Board (ATB). I also served on the Board of Directors for the Rhode Island Chapter of The Appraisal Institute from 1993 to 1996. In addition, I have appeared as an expert witness at the Superior Court of Rhode Island.

In closing, my extensive background and experience as an appraiser in both Massachusetts and Rhode Island, and as an assessor in the City of Worcester, would be an asset to the City of Marlborough.

I would welcome the opportunity to meet and discuss the position.

Thank you for your consideration.

Sincerely,

John H. Valade, MAA

SUMMARY:

Appraisal and Assessing professional, Certified General Appraiser and Massachusetts Accredited Assessor. Broad knowledge of assessing and appraisal techniques and methodologies with proven ability to meet deadlines and assist taxpayers.

QUALIFICATIONS & SKILLS:

- Massachusetts Accredited Assessor – MAA #1185
- Certified General Appraiser- Commonwealth of Massachusetts (3347-CG)
- Certified Real Estate Appraiser- Rhode Island (A00850R)
- Worcester County Assessors Association - Executive Board Member & Past President (2016)
- Proficient with Vision Government Solutions CAMA program, Microsoft Word, Excel, Geographic Information System (GIS)
- 5+ years of national appraisal review experience
- Management Training – City of Worcester

PROFESSIONAL EXPERIENCE:

Senior/Commercial Assessor (Principal Assistant Assessor), City of Worcester 9/2011 - Present
Acting City Assessor 1/2020 – 4/2020

City of Worcester, MA is the second largest city in New England, is comprised of an approximate population of 183,000 people, and consists of approximately 49,000 parcels

Responsibilities:

- Administration & Management of the Assessing Division
- Conduct assessment of all types of real and personal property appraisals
- Administer and manage the annual revaluations of property, administration of the motor vehicle excise program; the compliance of state regulations and proper assessment practices;
- Establish department goals and objectives, prepare departmental budget
- Represent the City at State Appellate Tax Board (ATB) reviews and defend assessment values before the ATB, review assessments and appraisals made by others
- Plan and supervise the work of subordinates

Senior/Commercial Assessor (Principal Assistant Assessor)

9/2011 – Present

Responsibilities:

- Participate with the Department of Revenue, and assist the Chief Financial Officer with issues and questions
- Measure, inspect, photograph and review properties as needed in accordance with State-mandated standards and City requirements
- Supervise and conduct inspections and valuation of all commercial, industrial, mixed-use, apartment complexes/buildings, chapter land, and personal property.
- Work with property owners and explain the process of valuation
- Perform technical work in mass appraisal of all real property classes
- Collect and maintain inventory of all real property
- Analyze, research and make recommendations of valuations for commercial/industrial real estate
- Assist in the compilation of Gateway reports required by the Department of Revenue, including annual and triennial reports
- Manage and generate various internal reports tracking cyclical inspections and the review of building permits
- Prepare Assessment Reports (Appraisals) in preparation of Appellate Tax Board (ATB) appeals, & the review of submitted appraisals
- Represent the City Assessing Department at hearings before the Appellate Tax Board
- Inspection and review of all commercial & personal property abatement applications, and 61A questionnaires
- Manage the review and data entry of 38D forms
- Supervise commercial appraisal staff, train and review on new procedures

- Maintain in the Vision Government Solutions CAMA System coefficients, and develop commercial schedules, rates, multipliers and models for valuation files
- Stay abreast of changes or trends in the field, and make recommendations for procedural changes

**Clipboard Inc., Tiverton, Rhode Island
Residential/Commercial Appraiser**

2/2008 – 9/2011

Clipboard Inc. is a full-service revaluation company providing services such as building permits and new construction inspections, Statistical Updates and Full Revaluations, to Computer and IT consulting, and Custom Programming

Responsibilities:

- Performed residential/commercial/industrial inspections for revaluation purposes
- Developed Personal Property (business equipment) evaluations, including inspections and reviews
- Performed abatement and valuation review hearings for municipalities in RI and MA

Accredited Home Lenders, Northeast Division, Warwick, Rhode Island

5/2002 - 8/2007

Review Appraiser

Accredited Home Lenders, Inc., is a premier mortgage banker servicing all U.S. markets for residential mortgage loans

Responsibilities:

- Review all internal and external appraisal review requests in conjunction with the Chief Appraiser and Division Credit Manager
- Essential duties and responsibilities included the national review of all incoming internal appraisal requests to determine the adequacy, completeness for value of properties primarily along the east coast (Maine to Florida), and at times in other states across the country
- Determined if the loan collateral met minimum property guidelines; performed timely reviews of all data; worked closely with team underwriting and processing staff in the resolution of all appraisal concerns or questions; and help train new review hires and internal personnel in the appraisal guidelines and procedures

Valade Valuation Services - Attleboro, MA

9/1999 - 5/2002, 9/2007 – 9/2011

Real Estate Appraiser / Owner

- Appraise residential and commercial real property, in the states of Rhode Island and Massachusetts
- Contract residential and commercial appraisals for other appraisal companies, which supported various municipalities, governmental agencies, and cities and towns

VOLUNTEER EXPERIENCE:

Worcester County Assessors Association (WCAA)

- Served as President (2016), as an Executive Board Member & on various committees (2014-Present)
- Workshop Instructor/Presenter:
 - Understanding & Applying the Cost Approach
 - Commercial Appraisal Report Review
 - Commercial/Industrial & Residential Data Collection, Field Work, and Property Inspections

Massachusetts Association of Assessing Officers (MAAO)

Member of the Outreach Committee (Assessing Professional Development)

Prior Real Estate Experience

- Engaged in various facets of the real estate industry, including: assessing, property management, brokerage/sales, ownership, commercial/industrial and residential appraising, including eminent domain, tax equalization and appeal work
- Owned a full-service appraisal firm with a total staff of eleven
- Served on the Board of Directors for the Rhode Island chapter of The Appraisal Institute from 1993-1996
- Appeared as an expert witness in the Superior Court of Rhode Island
- Involved in tax equalization and appeal work for the city of Providence, RI
- Involved in eminent domain work for the RI Waste Management Corporation regarding the buyout of properties related to the Johnston, RI landfill

EDUCATION:

- Roger Williams University- Bristol, Rhode Island
Electro-Mechanical Engineering Technology degree, (including minor studies in Finance)
- Franklin Institute of Technology – Boston, Massachusetts (Pre-Engineering Certificate)

RELATIVE COURSEWORK:

International Association of Assessing Officers (IAAO)

Course 300 – Fundamentals of Mass Appraisal

Course 312 – Commercial/Industrial Modeling Concepts

Commonwealth of Massachusetts (Department of Revenue)

Course 101 – Assessment Administration: Law, Procedures, and Valuation

Massachusetts Association of Assessing Officers (MAAO)

Course 6 – Valuation Administration

Course 200 – Principles of Assessing Procedures

Appraisal Institute

Course 1BA & 1BB - Capitalization Theory & Techniques Part A & B

Uniform Standards of Professional Appraisal Practice Part A & B

The Appraiser as Expert Witness

And numerous other seminars, and workshops