

Meeting Date: Thursday, May 21, 2015
Called to Order: 4:00pm
Meeting Adjourned: 4:53 pm
Members Present: Debbie George, (Chair), Don Graham
Other(s) Present: Harald Scheid, Linda Couture, Amanda Belliveau
Absent:

The minutes from the April 30th meeting were approved

Ongoing Business:

1. The Board reviewed the Action Item List
2. Linda Couture reviewed the Assessor's Calendar and the current monthly assessment and sales data.
 - a. The process of Building Permits was reviewed with the Board; suggestions were made on how and if it could be handled more efficiently and effectively

New Business:

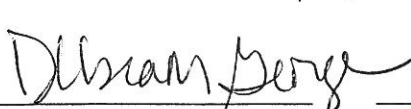
1. The Board review of the Policies and Procedures manual was pushed to the June Board meeting due to Joe Theriault's absence
2. The Board reviewed the Chapter Land applications received
 - a. Harald reviewed with the Board that no new applications are necessary, but submitting new plans is necessary when the Forestry plan is about to expire;
 - b. Harald confirmed that it would not take the place of the Chapter Land application
 - c. Amanda stated the purpose of the letter is to have a more formal practice in place when accepting transfer of Chapter Land
 - d. The Board motioned that the document should be reviewed by Linda and Amanda and presented again at the May meeting
3. The Board reviewed the 3ABC applications status
 - a. Debbie stated that the law requires that the application be received by April 1st to the Assessor's office
 - b. Harald mentioned that ATB cases usually would favor the applicant and Debbie questioned if there is case law that establishes certain parameters about accepting late entries; as at this time a vote would be split with one board member needing to abstain
 - c. Harald noted that he would research case law and the discussion was tabled until the June meeting
4. The Board reviewed the Preliminary Taxes procedure
 - a. Don motioned that in anticipation of a tax increase the Board approves the increase of preliminary tax bills by 2.5%; seconded by Debbie; all approved

5. The Board signed the following documents:
- a. Motor Vehicle Abatement Report
 - b. Personal Property Form of List Report

Comments from members of the public:

A tentative date and time were set for the next meeting of the Board on June 18th at 4:00pm

Date Approved: 7/2/15



Debra M. George



Don Graham

Joe Theriault