

**BOARD OF ASSESSORS MEETING  
REGULAR SESSION MEETING MINUTES**

**January 24, 2011**

**Veterans Memorial Building, Room 106  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Mr. Bouret called the meeting to order at 5:35 p.m. The following persons were present: Lawrence Bouret, Stephanie Bravoco, Robert Finnegan, Theresa Cousens and Jennifer Cederberg. David O'Brien was initially absent.

**MINUTE TAKING:** Mr. Finnegan asked the Board if they would entertain the practice of ceasing discussion when Ms. Cousens indicates so that she could catch up on writing down her minutes. Ms. Cederberg suggested that Ms. Cousens purchase a recording device so that she can refer back to a tape if she has questions about the discussion. The Board agreed that this would be a good idea. Ms. Cousens will move forward with researching and purchasing a recording device.

**FUTURE MEETINGS:** Mr. Finnegan recommended that the Board have their next meeting on February 14<sup>th</sup> at 5:30 p.m. and then meet on the third Monday of every month afterward. The Board agreed to this recommendation.

**OLD BUSINESS:** Mr. Finnegan informed the Board that the next Course 101 enrollment will be in February and that once the date is published, he will let them know. He then went on to confirm the field visit on January 30<sup>th</sup>.

Mr. O'Brien arrived at 5:40 p.m.

Mr. Finnegan stated that during a recent training he attended for Assessors and the Open Meeting Law, it was recommended that the Assessors NOT view properties that have pending abatement requests. He stated that he would instead select various properties and get general permission from the homeowners to conduct the visit. Mr. O'Brien informed the Board that he is unable to make the field visit on 1/30. The Board agreed to change the date to Sunday, 2/13/11 at 9:00 a.m.

Mr. Finnegan discussed some additional Open Meeting Law issues and reviewed a memo sent by Finance Director Kathy LaPlant noting particular points from the 1/3/11 meeting. He informed the Board that he did not submit the meeting minutes on time to Ms. LaPlant but that the Executive Session signs have been made. He further circulated an updated version of the list of exemptions. Ms. Cederberg questioned whether or not the 17D exemption is for widows and widowers. Ms. Cousens stated that it is. Mr. Finnegan asked Ms. Cousens to revise the list to include this information. Mr. Finnegan stated that in speaking with other Assessors at the Open Meeting Law Training, it is not the practice to request for a death certificate when an individual applies for a 17D exemption.

**MOTOR VEHICLE COMMITMENTS AND ABATEMENTS:**

**Motion by Mr. Bouret, seconded by Ms. Bravoco, to approve the commitment list dated 1/19/11. The motion passed unanimously.**

**Motion by Mr. Bouret, seconded by Ms. Bravoco, to approve commitment #7 dated 1/19/11. The motion passed unanimously.**

**Motion by Mr. Bouret, seconded by Ms. Bravoco, to approve the new monthly vehicle abatement report dated 1/10/11. The motion passed unanimously.**

**ABATEMENT UPDATE:** Mr. Finnegan reported that there were a total of 36 abatement applications last year and so far this year, there are 18. He stated that he anticipates the same number as last year and has been regularly meeting with people and addressing concerns related to their property tax bills and offering suggestions to those who might be eligible for abatements.

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**MEETING MINUTES:**

Motion by Mr. Bouret, seconded by Ms. O'Brien, to approve the open session meeting minutes from 12/6/10. The motion passed with Ms. Bravoco abstaining.

Motion by Mr. Bouret, seconded by Mr. O'Brien, to approve the executive session meeting minutes from 12/6/10. The motion passed with Ms. Bravoco abstaining.

Motion by Mr. Bouret, seconded by Mr. O'Brien, to approve the regular session meeting minutes from 1/3/11 with the correction to list the year as 2011. The motion passed unanimously.

Motion by Mr. Bouret, seconded by Mr. O'Brien, to approve, with the noted exception of 1/3/11, the regular session meeting minutes dated 1/3/11. The motion passed unanimously.

**EXECUTIVE SESSION:** At 6:10 p.m.,

Motion by Mr. Bouret to enter into Executive Session to consider the purchase, exchange, lease or value of real property, if such discussions may have a detrimental effect on the negotiating position of the governmental body and a person, firm or corporation, and to emerge only to adjourn. By Roll Call Vote: Bouret – aye; Bravoco – aye; O'Brien – aye.

*Respectfully Submitted,*

  
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*Jennifer G. Cederberg, Administrative Assistant*