

**BOARD OF ASSESSORS MEETING  
REGULAR SESSION MEETING MINUTES  
February 1, 2012  
Veterans Memorial Building, Room 106  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Mr. Bouret called the meeting to order at 6:40 p.m. The following persons were present: Lawrence Bouret, David O'Brien, Stephanie Bravoco, Paula Dumont, Leslie Kennally.

Member(s) absent: None

**ANNOUNCEMENTS:**

Ms. Dumont stated that there are twenty-six abatement applications. They will be spaced out over the meetings so five or six can be discussed/voted on at each future meeting.

**OLD BUSINESS:**

**INCOME AND EXPENSE QUESTIONNAIRE:**

As discussed at the last meeting, Ms. Dumont again explained the Income and Expense Questionnaires/Forms which are sent out to commercial and industrial properties each year. She said that the State changed the fees for not submitting the completed forms for these properties. In the past, there was a \$50.00 fee charged if the completed forms were not returned, however, these fees have been increased to \$250.00. The Town of Millis has never enforced the penalty, Ms. Dumont stated. At this time, she said, she has sent out approximately 40 forms and received about 25 back. The commercial/industrial property owners do have three months from the first of January, when the forms were sent out, to respond, she stated.

There was discussion regarding the amount of the penalty fee and whether or not to enforce it. The fee would be put on their tax bill. There was discussion regarding sending a second, or "Warning Letter," if the completed forms are not returned the first time. Mr. Bouret stated that he would prefer the owners be sent the second letter prior to the fee being levied. The Board was in agreement with this option, and the \$250.00 fee would be assessed if there is no response to the second "Warning" letter.

**2011 ANNUAL TOWN REPORT:**

Ms. Dumont submitted the Town Report which she prepared for the Board's review. The Board approved of Ms. Dumont's redesigning/revising of the report.

**ABATEMENTS/COMMITMENTS:**

Ms. Dumont recommended approval of the motor vehicle abatements that she and Ms. Kennally reviewed.

**Motion by Mr. Bouret, seconded by Ms. Bravoco, to approve the motor vehicle abatements dated 1/31/2011 for a total abated of \$164.89. The motion passed unanimously.**

**BOARD OF ASSESSORS MEETING  
REGULAR SESSION MEETING MINUTES  
February 1, 2012  
Veterans Memorial Building, Room 106  
900 Main Street, Millis, MA 02054**

Ms. Dumont recommended approval of the Motor Vehicle Commitments.

**Motion by Mr. Bouret, seconded by Mr. O'Brien, to approve the Motor Vehicle Commitment #7 for the year 2011 in the amount of \$4,897.45. The motion passed unanimously.**

**Motion by Mr. Bouret, seconded by Mr. O'Brien, to approve the Motor Vehicle Commitments for the year 2012 in the amount of \$736,957.50. The motion passed unanimously.**

**MINUTES:**

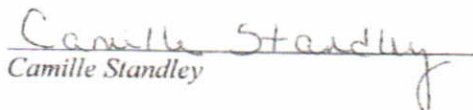
On a motion made by Mr. Bouret, seconded by Mr. O'Brien, it was unanimously voted to accept the Regular Session Meeting Minutes from January 4, 2012.

On a motion made by Mr. Bouret, seconded by Ms. Bravoco, it was unanimously voted to accept the Executive Session Meeting Minutes from January 4, 2012.

**EXECUTIVE SESSION:** At 6:55 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; O'Brien – aye, Bravoco - aye.**

*Respectfully Submitted,*

  
Camille Standley