**Minutes**
**Board of Assessor's Meeting**
**August 17, 2009**

Members Present: John McSorley, Eugene Reed and Jason Neuman
Others: Bill Netishen & Heidi Seaverns.

6:55 PM Chairman McSorley called the meeting to order.

Mr. Reed informed the Board that he was on the Selectmen's agenda at 7:30PM and would be leaving at that time.

The Board addressed the signature file.
Ms. Seaverns asked the Board to approve a request for extension for submitting the MS 1 to the State. The reasons behind the request are that the data verification project is not complete as yet and the software company is finalizing changes made by DRA to the MS 1 form itself that must be incorporated within the software system.
**Motion:** McSorley, second Neuman to approve the request for extension of the MS 1 submission date to September 11, 2009 for the reasons previously stated.
**Vote:** 3-0 in favor. Board members signed the request.
Board members then reviewed and signed the Forest & Land Reimbursement paperwork for the State, an Intent to Cut for Map 62 Lot 5-2 and a Disabled Exemption for Map 39 Lot 3.
Next the Board members reviewed abatements for the 2007 and 2008 tax year for Map 70 Lot 99 as a result of the settlement reached in BTLA case # 23562-07PT.
**Motion:** McSorley, second Neuman to approve abatements for Map 70 Lot 99 as follows:
a 2007 abatement in the amount of $ 594.59 and a 2008 abatement in the amount of $ 598.32.
**Vote:** 3-0 in favor.
Board members next acted on 3 Land Use Change Taxes
**Motion:** McSorley, second Neuman to assess Land Use Change Tax in the amount of $ 7500 each to Map 5 Lot 1-2A, Map 5 Lot 1-2 and Map 5 Lot 2-1A.
**Vote:** 3-0 in favor.

The Board addressed the correspondence file.
First item to be discussed was the invoice from Commerford, Nieder, Perkins, LLC (CNP) in the amount of $ 4,368 for the remainder of the data verification project. Ms. Seaverns explained that the project is near completion, and the check will be processed but not released until all work has been received. The invoice was approved by the members. Ms. Seaverns brought a letter from Avitar Associates to the Board's attention. The letter thanked the BOA for sending the RFP for the 2010 update to the company but their workload for 2010 prohibits them from submitting a proposal.

Regarding outstanding minutes,
**Motion:** McSorley, second Neuman to accept as written the minutes of the meeting on July 27, 2009.
**Vote:** 3-0 in favor.

Chair McSorley recognized Mr. Netishen. Mr. Netishen asked the Board if they were planning to stay with the current assessing company or were going to change. Chair McSorley explained that the BOA had sent out an RFP for a statistical update of values for 2010 and that they were going to start to review the submittals that they have received. He also explained that the BOA had

made a request to change Nottingham's assessment review year to 2010 as well and that request had been granted by DRA. Mr. Netishen asked how many proposals had been received. Ms. Seaverns stated that from the 13 RFP's that had been sent out, 3 proposals had been received;
Purvis & Associates for $ 90,000
Cross Country Appraisal Group for $ 65,000
Commerford, Nieder Perkins, LLC for $ 79,800.
Chair McSorley stated that the remaining members would briefly discuss this evening the proposals received. At this time both Mr. Reed and Mr. Netishen left the meeting. Ms. Seaverns informed the Board that she had done a review of the proposals received comparing submissions to what was requested in the RFP. Chair McSorley asked Ms. Seaverns for a copy of her review. She then provided copies to the Board members. The remaining Board members decided to further review the submittals and resume discussion of the proposals at their next meeting on September 8, 2009.

Having no further business,
7:55 PM **Motion:** McSorley, second Neuman to adjourn.
**Vote:** 2-0 in favor.

Respectfully Submitted,

Heidi Seaverns

**Approved as written**
**9/08/09**