

FINAL  
Board of Assessors Public Meeting Minutes  
May 7, 2012, 4:00 p.m.

**Attendance:**

William B. Mitchell, Principal Assessor (WM)  
Dan Matte, Chairman (DM)  
Kevin Arena, Vice Chairman (KA)  
Robert Lucier, Clerk (BL)

**Meeting called to order:** DM called the meeting to order at 4:08 p.m.

**Meeting Minutes:**

04/23/2012 Draft Public Minutes: KA motion to approve as written, BL<sup>2nd</sup>, AIF

**Assessor Signatures Required:**

- 9 Motor Vehicle Excise Tax Abatements
- 1 Boat Excise Tax Abatement
- 1 Monthly Motor Vehicle Abatement Report

**New Business:**

The Principal Assessor updated the board on two abatement appeals that were filed with the Appellate Tax Board from two Sturbridge Businesses. These will be reviewed and the commercial appraiser will consult.

The Principal Assessor informed the board of changes in the weekly office schedule in May due to training and vacation scheduling.

**Document Locations:**

All documents are located on file in the Assessor's office in the town of Sturbridge.

**Next Meeting Date:** June 4, 2012, 4: 00p.m. Conference Room 2, Town Hall

**Meeting Adjournment:** BL Motion, KA 2<sup>nd</sup>, AIF - 5:00 p.m.