

**FINAL**  
**BOARD OF ASSESSORS MEETING MINUTES**  
**AUGUST 5, 2013**

**Attendance:**

William Mitchell (WM)

Paul Murphy (PM)

Dan Matte (DM)

Bob Lucier (BL)

**Meeting called to order:**

BL called Meeting to Order at 4:12 P.M.

**Meeting Minutes:**

- 1) Public minutes from July 15, 2013 were reviewed. DM made a motion to accept the minutes as amended , PM 2<sup>nd</sup> , AIF

**Assessor's signatures required:**

Signed 13 Motor Vehicle Excise Abatement Applications  
Signed Monthly Report for July 2013 Motor Vehicle Excise Tax Abatements  
Signed the Monthly Report for July Real Estate Tax Abatements  
Signed 1 Warrant to Collector for a Sewer Betterment Payoff  
Signed 1 Notice of Commitment for a Sewer Betterment Payoff  
Signed 3 Commitments for Motor Vehicle Excise Tax  
Signed 3 Warrants to Collector for Motor Vehicle Excise Taxes  
Signed 3 Notices of Commitments for Motor Vehicle Excise Taxes

**Principal Assessor Update:**

- 1) WM gave an update that the DOR review of our revaluation continues (multiple levels do a review).
- 2) WM led a discussion on the upcoming hiring's. There have been 35 applicants for the position of Assistant to the Principle Assessor. This title/grade would be in line with assistants in other town departments and is still to be approved by the personnel committee. A number of the applicants have/will be given an assignment to complete. Applications for the position of data collector will continue to be accepted until 8/26/2013.
- 3) WM led a discussion on the P.I.L.O.T. agreement. The final draft was reviewed for presentation this evening to the BOS. PM made a motion to vote to approve the PILOT Agreement as written. DM 2<sup>nd</sup> , AIF

**Motion to recess**

PM made a motion to recess in order to attend the BOS meeting. DM 2<sup>nd</sup> , AIF at 5:53 PM.The meeting reconvened at 6:33 at the BOS meeting.

**Meeting adjournment**

DM made a motion to adjourn at 7:33. PM 2<sup>nd</sup> , AIF

**Next Public Meeting:**

August 19, 2013 @ 4:00 P.M, Conference Room 2, Town Hall, 308 Main Street