

FINAL
BOARD OF ASSESSORS MEETING MINUTES
SEPTEMBER 30, 2013

Attendance:

William Mitchell (WM)
Dan Matte (DM)
Paul Murphy (PM)
Bob Lucier (BL)

Meeting called to order:

BL called Meeting to Order at 4:08 P.M.

Meeting Minutes:

- 1) Public minutes from September 16, 2013 were reviewed. DM made a motion to accept the minutes as written , PM 2nd , AIF

Interviews of three finalists for data collection position:

The board interviewed Joe Beresik, Larry Jeznach and Al Jones. After a short discussion, DM made a motion to recommend Al Jones for the Data Collection Position. PM 2nd , AIF.

Assessor's signatures required:

Signed all necessary documentation:
24 Motor Vehicle Excise Tax Abatement Applications
1 Warrant to Collector for FY2014 Real Estate Taxes
1 Warrant to Collector for FY2014 Personal Property Taxes
1 Notice of Commitment for FY2014 RE and PP Taxes
1 Warrant to Collector for FY2014 CPA Taxes
1 notice of Commitment for FY2014 CPA Taxes
1 Warrant to Collector for FY2014 Sewer Betterments & Interest
1 Notice of Commitment for 2014 Sewer Betterments and & Interest
1 Commitment for 2013 Supplemental Real Estate Taxes
1 Warrant to Collector for 2013 Supplemental Real Estate Taxes
1 Notice of Commitments for 2013 Supplemental Real Estate Taxes
1 Warrant to Collector for 2013 Supplemental CPA Taxes
1 Notice of Commitments for 2013 Supplemental CPA Taxes
1 Commitment for Motor Vehicle Excise Taxes
1 Warrant to Collector for Motor Vehicle Excise Taxes
1 Notice of Commitments for Motor Vehicle Excise Taxes
Sign Submitted FY2014 Exemption Applications
Sign Submitted FY2015 Chapter land Applications

Principal Assessor update and new business:

- 1) Discussed process for Real Estate and Personal Property abatement applications.
- 2) Discussed Cyclical Inspection Plan. The town has ten years in which to review every property. By 2017 the town must be able to demonstrate it is on schedule to meet that requirement.
- 3) Discussed other inspections (Building permits, Sales, Abatements).

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Next Public Meeting:

October 21, 2013 @ 4:00 P.M, Conference Room 2, Town Hall, 308 Main Street

Meeting adjournment:

DM made a motion to adjourn at 6:45. PM 2nd, AIF