

**BOARD OF
ASSESSORS
MEETING
MINUTES**

November 28, 2012

Mapping room, 1 Main St, Upton, MA 01568

Chairman Charles Marsden, Assessor Glenn Fowler, Assessor
Teresa Ambrosino, Department Coordinator, Tracey Tardy

1 The meeting was called to order at 6:30 p.m.

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3 The Board accepted the meeting minutes from 11/20/12 & 11/26/12

4

5 Motor vehicle abatement applications and certificates were signed.

6

7 Vouchers were signed

8

9 One RFP was received for the Fiscal 2014 Triennial and 2 year maintenance. A Motion was
10 made by Chairman Marsden to take Northeast Revaluation proposal for the Fiscal 2014 Triennial
11 update of Real and Personal Property, and Fiscal years 2015&2016 annual maintenance and
12 interim year reports under advisement for review by the Board. Motion was seconded by
13 Assessor Fowler and made unanimous by Assessor Ambrosino. The Board will render a decision
14 before January 1 2013. The price Bid was not opened and will be held by the Town Manager
15 until the review of the proposal is complete.

16

17 Chairman Marsden has requested that the Assistant contact the Town Manager to attend next
18 week's meeting to review proposal and bid.

19

20 The Board reviewed Mail

21

22 The Board reviewed the Harassment policy, electronic communication & computer usage policy
23 & use of social media policy the forms were signed and will be turned into the Selectmen's
24 office.

25

26 Signed all the RECAP forms, tax rate and RECAP have been approved by the state.

27

28 The Board went through the tax rate flyer and made some minor changes to the note section it
29 will be sent to the printer next week for the copies to be sent out with the tax bills.

30

31 The Board reviewed the notice of the new dues (fee) to be members of the MAAO. They would
32 like the Assistant to contact the MAAO and see if we can have just 1 person listed as a member
33 as the Assistant attends most of the classes and not the whole board. The dues increased from
34 \$120 to \$200 for the entire Board to be members.

35

36 Commitment 6 for 2012 Motor Vehicle was approved

37

38 Reviewed the FY2013 reports printed from the Patriot system of pricing tables

39

40 Meeting was adjourned @ 8:20 p.m.

41

42 Respectfully Submitted,

43

44 Tracey Tardy, Department Coordinator