

**BOARD OF
ASSESSORS
MEETING
MINUTES**

April 3, 2013

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 Attendees: Chairman Charles Marsden, Glenn Fowler, Teresa Ambrosino, Tracey Tardy

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5 The Board accepted the meeting minutes from 3/27/13

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7 Approved vouchers

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9 7:00 p.m. met with Fred Randall & Johanna Ferrucci from the finance committee for Holy
10 Angels Church regarding their property located @ 3 Milford St. Mr. Randall & Ms. Ferrucci
11 wanted the board to review the property and discuss the value. The Board was able to schedule
12 Northeast Revaluation to conduct a site visit in the morning and make the appropriate changes to
13 the card before the meeting. I. E. The condition of the building was adjusted along with the
14 measurements and fixtures. These changes resulted in a value decrease which Mr. Randall &
15 Ms. Ferrucci were pleased with. The Board also informed Mr. Randall and Ms. Ferrucci that
16 they will be checking with the commercial sector of Northeast Revaluation to see if further
17 changes could be made to the use and grade of the building if certain items were removed from
18 the property. Once the Board has received a response the Assistant will contact Ms. Ferrucci
19 with the findings.

20

21 Reviewed Mail

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23 Motor vehicle certificate and abatement applications were approved

24

25 The Assistant requested a vacation the week for April 15-19 and the Board approved the request.
26 Assessor Fowler has agreed to be on call for the 3 days the office would be open and will assist
27 with customer when possible.

28

29 The Board reviewed a list of outstanding dollars to be spent from the Finance Committee and
30 found the 2 accounts in question will be used for the FY14 revaluation and will not be releasing
31 the funds back to free cash. It was explained that the funds should have been used first in first
32 out but the account numbers had been changed and names on the accounts were not accurate nor
33 did they reflect to proper years.

34

35 Chairman Marsden, Assessor Ambrosino and Tracey Tardy will be attending a class to go over
36 the Gateway system and changes that will be taking place to the system on Wednesday April 24
37 so no meeting will be scheduled for that evening.

38

39 The Board reviewed the electronic permitting package that Blythe had sent out to the
40 departments and found that everything seemed to be covered to the best of their knowledge. The
41 Assistant will contact Blythe to bring up the question as to where the Assessors will enter their

42 information from site visits. From the write up it seemed as though it would be placed in the
43 Code enforcement section or possibly still directly into the patriot system.

44

45 Meeting was adjourned @ 8:11 p.m.

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47 Respectfully Submitted,

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50 Tracey Tardy, Department Coordinator