

**BOARD OF
ASSESSORS
MEETING
MINUTES**

October 23, 2013

Temporary Town Hall, 3 Milford St., Upton, MA 01568

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

1 The meeting, located in the temporary town hall at 3 Milford St., was called to order at 6:30 p.m.

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3 Attendees: Chairman Charles Marsden, Glenn Fowler, Teresa Ambrosino, Tracey Tardy,
4 Selectman Ken Picard

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6 Approved meeting minutes from October 9, 2013

7
8 Approved vouchers

9
10 Met with Selectman Picard to discuss the Strategic Plan for the town, core values of government,
11 vision statement, mission statement and S.W.O.T. (the town's strength, weakness, opportunity,
12 threats) The Board worked with Selectman Picard for approximately 45 minutes on the project.

13
14 Motor vehicle certificates and abatement applications were approved

15
16 Mail was reviewed

17
18 The Assistant was asked by the Town Manager for a preliminary figure for the levy limit.
19 Chairman Marsden explained that we cannot give a preliminary figure until we receive our
20 precertification from the State as the figures are still changing. Once the Board receives the
21 precertification they will work on getting the figure to the Town Manager.

22
23 The Board reviewed September deeds

24
25 September permits were not complete they will be reviewed at the next meeting

26
27 Reviewed the Accountants reports... the expense reports match ours

28
29 Reviewed free cash that had been approved by DOR

30
31 Signed the LA3 report (sales) that the DOR uploaded, it was submitted to the state with a
32 preliminary approval

33
34 Reviewed the State owned land (SOL) parcels with the changes made to them per Jen from the
35 DOR. The 4 new parcels purchased by the state in 2012 will not be picked up for a year or 2 per
36 our Representative Jen Silvia. Map 40 lot 1 we can remain coded as reimbursable with
37 modifications to land value to follow state guidelines.

38
39 Reviewed profile for Vadar systems quarterly actual property tax billing

40
41 The Board reviewed rough draft of the legal notice for the public disclosures. Changes will be
42 made once preliminary approval is sent. The dates will be changed and a brief description of the

43 valuation changes will be added. The Board is hoping for preliminary approval by the end of
44 this week.

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46 Meeting was adjourned @ 8:35 p.m.

47

48 Respectfully Submitted,

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51 Tracey Tardy, Department Coordinator