

**BOARD OF
ASSESSORS
MEETING
MINUTES**

October 22, 2014

Town Hall, 1 Main St., Upton, MA 01568

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

1 The meeting, located at 1 Main St Upton MA, ground floor conference room, was called to order
2 @ 6:30 p.m.

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4 Attendees: Chairman Glenn Fowler, Charles Marsden and Tracey Tardy

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6 The Board approved the meeting minutes from 10/8/14 no changes

7
8 Mail was reviewed

9
10 Vouchers were approved

11
12 Motor vehicle abatement applications and certificates were approved

13
14 September permits were reviewed

15
16 One Chapter land letter of acknowledgement was signed.

17
18 The Board has decided to hold all exemption applications until the tax rate is set they will review
19 and approve them at that time.

20
21 The Board reviewed the Accountants reports

22
23 The preliminary RECAP was reviewed. Assessors Marsden had requested the backup detail for
24 page 4 from the Town Clerk as he feels the numbers maybe incorrect. An email will be sent by
25 the Assistant requesting that information. Also the State website was down so the Board was
26 unable to check to make sure that the cherry sheet numbers are correct. The Assistant will pull
27 the newest ones from the website as soon as the system allows and make sure that the numbers
28 are the most current. Chairman Fowler will meet with the Accountant to go over the RECAP on
29 Friday. There are some questions as to cherry sheet items on the correct lines as well as page 4.

30
31 The FY2015 Pricing schedule book was reviewed by the Board.

32
33 The Key fobs were assigned to the Board members for the front doors, the office keys should
34 arrive in about 3 weeks. The Town Manager is still working out the bugs with the fobs regarding
35 keeping the doors unlocked for the public on meeting nights. For the time being the doors
36 should be opened with a key and relocked when the meeting is over.

37
38 The next scheduled meeting will be November 12, 2014. No meeting will be held on the 26th.

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40 The meeting was adjourned @ 8:10 p.m.

41
42 Respectfully Submitted,

43

44 Tracey Tardy, Department Coordinator