

**BOARD OF
ASSESSORS
MEETING
MINUTES**

May 27, 2015

Town Hall 1 Main St., Upton, MA 01568

**Chairman Glenn Fowler, Assessor James Earl, Department
Coordinator, Tracey Tardy**

1 The meeting, located at 1 Main St Upton MA, Ground floor conference room, was called to order
2 by Chairman Fowler @ 4:00 p.m.

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4 Attendees: Assessor Glenn Fowler, Assessor James Earl and Department Coordinator Tracey
5 Tardy

6
7 4:05 p.m. the Board met with Dan Lane from Northeast Revaluation to review the process and
8 time line for this year's interim revaluation and begin the talks about what might be needed for
9 the RFP for the next certification. The remainder of the field work for permits will be collected
10 in the July to August time frame and be entered into the patriot system. The Marshal and Swift
11 base line rates per square foot will be updated to meet the state standards along with any other
12 table adjustments that maybe required. The job should be complete with new growth in the
13 September-October time frame so the recap and be started and the tax rate set by October-
14 November time frame as long as all other departments are ready with their portion of the recap
15 info.

16
17 Mr. Lane mentioned that this year will be the time we put out an RFP for the next 3 fiscal years
18 and wanted to start having the Board think about things that may need to be done. I.E. would
19 they want above ground pools picked up and pictures redone begin the cyclical etc. Mr. Lane
20 will check with his supervisor and let us know what the time frame on the RFP usually is. The
21 state (DOR) will be looking for a work plan by the end of this year.

22
23 Chairman Fowler made a motion to modify our current valuation plan for above ground pools,
24 which have not been taxed in prior years but will now be included for valuation. The motion was
25 seconded and made unanimous by Assessor Earl.

26
27 The meeting minutes from May 13, 2015 were accepted with a change to line 41 the word me
28 should be meet.

29
30 Vouchers were approved

31
32 The Board approved motor vehicle abatement applications and certificates that had been
33 processed.

34
35 The Board reviewed mail that was received since the last meeting.

36
37 The April deeds were reviewed by the Board.

38
39 The Department Coordinator let the Board members know that Bruce Morgan had to cancel his
40 May 18th meeting due to sickness and will be rescheduling in June, possibly the 10th. Mr.
41 Morgan will be our representative from the DOR for our certification.

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43 The next meeting will be schedule for June 10, 2015 @ 4:00 p.m.

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45 The meeting was adjourned @ 5:00 p.m.

46

47 Respectfully Submitted,

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50 Tracey Tardy, Department Coordinator