

**BOARD OF  
ASSESSORS  
MEETING  
MINUTES**

**July 8, 2015**

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

**Chairman James Earl, Assessor Kelly McElreath, Department  
Coordinator, Tracey Tardy**

1 The meeting, located at 1 Main St Upton MA, Ground floor conference room, was called to order by  
2 Assessor Earl @ 6:02 p.m.

3  
4 Attendees: Assessor James Earl, Assessor Kelly McElreath and Department Coordinator Tracey Tardy  
5

6 Assessor McElreath made a motion to add an item to the agenda to reorganize the Board. It was seconded  
7 by Assessor Earl. Majority action of the Board  
8

9 A motion was made by Assessor McElreath to approve the agenda, seconded by Assessor Earl. Majority  
10 action of the Board  
11

12 A Motion was made by Assessor McElreath to appoint James Earl as the Chairperson of the  
13 Board of Assessors. It was seconded by Assessor Earl and he accepted the appointment, majority  
14 action of the Board.  
15

16 The meeting minutes from June 24, 2015 were read and approved as is by the Board.  
17

18 Motor vehicle abatement applications and certificates were approved.  
19

20 Email from Mr. Stockwell thanking the Board for the review of his property and stating that he will not  
21 be filing an abatement at this time.  
22

23 Voucher were approved  
24

25 June permits had not been completed so it was passed over at this time and will be reviewed at the next  
26 meeting.  
27

28 The application for Mr. Enos to place his property in Chapter 61 (Forestry) was reviewed and approved it  
29 will be placed in chapter for fiscal year 2017  
30

31 A letter was approved for 252 Milford St. stating items needed to complete their application to place their  
32 property in Chapter 61A (agricultural/horticultural)  
33

34 A discussion took place regarding the letter of resignation from Glenn Fowler. A motion was made by  
35 Assessor McElreath to have a letter drafted to the Board of Selectmen stating that the Board of Assessors  
36 would like to take part in the election of any new board members to the office to replace Mr. Fowler's  
37 opening. It was seconded by Assessor Earl.  
38

39 A discussion took place to see if the Department Coordinator can get Assessor McElreath info for the  
40 required 101 class to get certified so the town will be able to set a tax rate. If there are any openings left it  
41 will be for the week of Aug 3-7.  
42

43 A discussion took place about the gateway system for the DOR to make sure new members are updated  
44 and approved. It will need to be approved by the Town Clerk and submitted to the DOR.  
45

46 Reviewed the Warren Group monthly sales report

47

48 The next meeting will be schedule for July 22, 2015 @ 4:00 p.m.

49

50 The meeting was adjourned @ 6:27 p.m.

51

52 Respectfully Submitted,

53

54 Tracey Tardy, Department Coordinator