

**BOARD OF
ASSESSORS
MEETING
MINUTES**

September 9, 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 Chairman Earl @ 4:03 p.m.

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

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6 Motion was made by Assessor McElreath to accept the agenda. Second: by Chairman Earl, majority vote
7 by the Board.

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9 Motion to approve meeting minutes from August 26, 2015 by Assessor McElreath, Second: by Chairman
10 Earl, majority vote by the Board.

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12 Mail was reviewed and initialed by the Assessors

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14 Vouchers were approved

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16 Motor vehicle abatement applications and certificates were approved.

17
18 July permits and deeds were reviewed

19
20 New street address for Jane Whitney was put on hold again as the Board is still waiting for notice in
21 writing from the Fire Chief so send to Ms. Whitney with the updated information.

22
23 RFP for the next certification was put on hold until the next meeting.

24
25 Questionnaire for the solar pilot program was put on hold until next agenda more info needs to be
26 gathered.

27
28 Discussion took place regarding the reports sent out by the Town Accountant for expenditures and
29 receivables. A correction needs to be made to the Accountants report regarding FY15 encumbrance that
30 was taken from FY16 funds. The Coordinator has contacted the Accountant to fix. The outstanding
31 receivables were reviewed for real estate and personal property. Assessor McElreath has requested that
32 the overlay balances be printed and reviewed at the next meeting.

33
34 Deed–chek program was purchased as voted on at the last meeting. The program will be downloaded to
35 the Coordinators computer not the laptop.

36
37 A discussion took place regarding the solar pilot and collecting the data needed to set the price for the
38 pilot. Information is being requested from the solar company. I.E. How much of the 2 parcels will be
39 leased? What is the set back off the road? How much are the current taxes that are being paid for the
40 parcels? Assessor McElreath and the Coordinator will work on getting the information and communicate
41 to the Town Manager where project stands and if will be able to be placed on the Warrant for the
42 November town meeting.

43
44 Next meeting will be scheduled for September 23, 2015

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46 The meeting was adjourned @ 4:26 p.m.

47

48 Respectfully Submitted,

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51 Tracey Tardy, Department Coordinator