

**BOARD OF  
ASSESSORS  
MEETING  
MINUTES**

**October 14, 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 @ 4:05 p.m.

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

6 Motion was made by Assessor McElreath to accept the agenda with the addition of certifying 2 abutters  
7 list. Second: by Chairman Earl, majority vote by the Board.  
8

9 Motion to approve meeting minutes from September 23, 2015 by Assessor McElreath, Second: by  
10 Chairman Earl, majority vote by the Board.  
11

12 Mail was reviewed and initialed by the Assessors  
13

14 Vouchers were approved  
15

16 Motor vehicle abatement applications and certificates were approved.  
17

18 A discussion took place regarding the RPF needed for the certification and interim years. A motion was  
19 made by Assessor McElreath to approve the RFP and forward to the Town Manager for posting. Second:  
20 by Chairman Earl, majority vote by the Board.  
21

22 Deeds were reviewed; Chairman Earl will be plotting 2 of the deeds in question at a later date to make  
23 sure they match the maps.  
24

25 One chapter land application was received after the deadline. A motion was made by Assessor McElreath  
26 to deny the applications for late submission. Second: Chairman Earl, majority vote by the Board. A letter  
27 will be sent to the applicant explaining they will be removed from chapter 61 B for fiscal year 2017 and  
28 they will need to reapply next year for fiscal year 2018.  
29

30 The sales report (LA3) and the interim year adjustment report (LA15) have been approved by the state.  
31 The new growth (LA13 form) was submitted to the state last week but the Coordinator has not heard back  
32 from the state as to if it has been accepted as is or if changes will need to be made. The Assessors are  
33 also waiting to hear if the property classification (LA4), which was submitted a few weeks ago and has  
34 not yet, been approved by the state.  
35

36 2 abutter's lists were approved. 10 Farrar Rd and 0 West River St well site #3  
37

38 Discussion too place regarding the solar farm pilot and the meeting with the Board of Selectmen on Oct.  
39 20<sup>th</sup>. A list of items will be presented to the Board of Selectmen with the Assessors concerns, thoughts  
40 and findings from their research.  
41

42 The email from Munigis was tabled until the next scheduled meeting.  
43

44 A request was made for the Coordinator to get a list of outstanding personal property tax bills from 2011  
45 and older to be researched and find out if the business is still open.  
46

47 A motion was made to revalue map 022 lot 053 for fiscal 2017 to reflect the % of wetland located on the  
48 property.

49

50 A discussion took place regarding the meeting schedule for the month of November as the 2<sup>nd</sup> and 4<sup>th</sup>  
51 Wednesday's fall on holidays. Chairman Earl made a motion for the Board to meet on November 4<sup>th</sup> and  
52 18<sup>th</sup>. Second: Assessor McElreath, majority vote by the Board.

53

54 Next meeting will be scheduled for October 28, 2015.

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56 The meeting was adjourned @ 4:59 p.m.

57

58 Respectfully Submitted,

59

60

61 Tracey Tardy, Department Coordinator