

Town of Washington
Board of Assessors
MINUTES
December 15, 2011

Meeting called to order at 9:00.

Members: Lynn Cook and Kathy Atkins

Minutes recorded by: Kathy Atkins

1.00 MINUTES: Minutes from December 8, 2011 were accepted as written.

If you have any questions regarding property records, credits, or exemptions, we encourage you to call or visit our office during regular business hours on Thursdays between 9 AM – 2 PM, (603) 495-3074.

2.00 BUSINESS:

1. Received Notice of Lot Merger for TM16-101 and 102.
2. Received Notice of Lot Merger for TM25-088 and 089.
3. Received Notice of Lot Merger for TM16-075 and 083.
4. Printed sales list for Pat Liotta.
5. Submitted budget to Executive Administrator.
6. France called Cartographics regarding map updates for the year. France to send information for updates.
7. Shawn Atkins requested copies of old septic design for TM11-040. Atkins assisted.
8. Call from property owner of TM20-153 called regarding BTLA case. Cook spoke to owner regarding scheduling a meeting for mediation as per policy of the BTLA. Property owner to call back next Thursday.
9. Property Transfer Survey sent to the new owners of TM14-471.
10. PA-34 form for TM14-471 reviewed and filed.
11. PA-34 form for TM12-057 and 166 reviewed and filed.
12. Received PA-34 form for TM23-039. Reviewed and filed.
13. Received PA-34 form for TM25-010. Reviewed and filed.
14. Property Transfers updated and filed.
15. E-mail from Anita Blakeman of Woodland Care Forest Management regarding visiting timber cut sites. The board OK'd the visits.
16. Mrs. Maloney called regarding taxes. France referred her to the Tax Collector with tel. number and hours.
17. Call requesting information on TM14-337. France assisted and referred person to Tax Collector for other answers.
18. Person called requesting information on TM14-340. France assisted.
19. Mr. Kelly requested name removal on property card. A letter was sent explaining that we would need a deed change from the Sullivan County Registry of Deeds.
20. Cook gave a copy of TM14-313 and tax map to appraiser.
21. Cook e-mailed tm14-311 to appraiser.

22. Received Education Tax Warrant for Year 2012 from DRA. Filed in MS-1 2012 notebook.