

Town of Washington  
Board of Assessors  
MINUTES  
February 2, 2012

Meeting called to order at 9:00.

Members: Lynn Cook, Kathy Atkins and Arline France

Minutes recorded by: Kathy Atkins

1.00 MINUTES: Minutes from January 26, 2012 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. E-mail from Dennis McKenney from Consulting Forester/Land Surveyor requesting our equalization ratio for 2011. Atkins replied that we have not received that information yet but will forward the ratio once it arrives.
2. June Manning requested property card. Atkins assisted.
3. Property owner of TM9-59 requested property cards for TM9-23, TM9-65, TM9-66, TM13-1, TM13-25, TM13-27, TM13-35, TM13-38 and TM13-39. Cards were e-mailed and a few cards were mailed due to not being able to e-mail.
4. Gentleman requested copies of subdivision map of TM16-077-03. Atkins assisted.
5. Cook received Boundary Survey for TM11-10-1 from the Planning Board clarifying location of this parcel listing it as TM10-5-1. This will not be updated until LUCT is paid.
6. Abatement # 2011B-04 was processed, signed and sent to the Tax Collector.
7. Property transfers updated and filed.
8. Property Transfer Survey sent to the new owners of TM16-097.
9. Received Property Transfer survey from the new owners of TM14-321. Reviewed and filed.
10. E-mail from Bob Marcoux of Keystone Appraisals requesting fax of property card for TM12-038. Atkins faxed over info.
11. Received PA-34 form for TM14-321. Reviewed and filed.
12. OP#11-467-24 approved and processed for TM#13-21.
13. Cook worked on subdivisions.
14. Owner of TM#14-441 request copies of maps. A survey to be done on a portion of this TM.