

Town of Washington
Board of Assessors
MINUTES
February 9, 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 February 2, 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. Call from property owner of TM25-052 inquiring about tax credits. Property owner to visit office. Cook assisted property owner with property values if lots were to be merged and gave p/o a merger application.
2. New property owner of TM09-012 requested abatement form. Atkins and France assisted.
3. Received an invoice from the Sullivan County Registry of Deeds. Forwarded to the Executive Administrator.
4. Mr. Einstein requested property card for TM15-107. To be picked up on Friday.
5. Received PA-34 form for TM16-045. Reviewed and filed.
6. NHAAO dues were approved and forwarded to the Executive Administrator.
7. Property Transfer Survey sent to the new owners of TM16-045.
8. Received new CU map from property owners of TM09-025 via e-mail.
9. Property Transfer Survey sent to the new owner of TM14-211.
10. Property Transfer Survey sent to the new owner of TM14-291.
11. Cook sent letter informing property owner of TM24-086 on the circumstances of how an owner may be removed from the property cards.
12. Timber Tax completed and processed for OP#11-467-09. Copy of a map for Max Israel State Forest from a member of the Forest Society. Filed in Intent to Cut file for future reference in regard to possible Intent.
13. January end of month budget report. received from Michelle. Filed.
14. Cook and Atkins conducted field work at TM20-183.
15. Property transfers updated and filed.
16. Gernand Assoc. requested two property cards for 166 Cove Rd. and 315 Ashuelot Dr. France e-mailed.
17. Property Transfer Survey sent to new owner of TM17-002.
18. Property Transfer Survey sent to new owner of TM08-048.
19. France continued to organize tax map update information.