

Town of Washington
Board of Assessors
MINUTES
July 26, 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 July 12, 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. June Manning requested copy of property card for TM14-384. France assisted.
2. Property owner of TM14-432 called in response to visitation notice. Atkins reviewed information with owner and made necessary changes to property card.
3. Property owner of TM14-061 called in response to visitation notice. Atkins reviewed information with owner and made necessary changes to property card.
4. Property owner of TM14-026 called in response to visitation notice. Atkins reviewed information with owner and made necessary changes to property card.
5. Call from Scott requesting property card for TM20-086. Atkins e-mailed card.
6. Property owner of TM14-425 called in response to visitation notice. Atkins reviewed information with owner and made necessary changes to property card.
7. Gentleman was in requesting information on TM15-154 and 158. Atkins assisted and referred gentleman to Dagesse for building permit and variance information.
8. Received Property Transfer Survey from the new owners of TM21-013. Reviewed and filed.
9. Received Property Transfer Survey from the new owners of TM14-033. Reviewed and filed.
10. Received Quit Claim Deed from Registry of Deeds for TM#14-368. Forwarded to Michelle.
11. Received registered LUCT for TM#22-005-1 from Registry of Deeds. Copy sent to owner and property file.
12. Property of TM#08-024 left message in response to visitation notice. Nothing was done since last year.
13. Received invoice from Dell for Cook's new computer. Approved and forwarded to Michelle for payment.
14. E-mail from Ryan Bielagus inquiring about office hours. France responded.
15. PA-16 received from DRA, Application for Reimbursement to Towns for State Forest. Completed and mailed.
16. Shane Mulliner dropped off two new Intent to Cuts.
17. Approved Intent to Cut OP# 12-467-18. Faxed Woodland Forest Care Management OP#14, 15 & 18. Shane Mulliner picked up the approved intent.

18. France explained the delay in the OP#12-467-17. We will process next week if the RE taxes are paid by then or a Timber Tax bond will have to be assessed in order for us to approve.
19. Appraiser came in looking for comps. Atkins & France assisted. In the process, she supplied information on a couple large parcels that has just changed hands.
20. Letter sent to Butler Mountain Holdings regarding deed transfer of several tracts that our records show as only six lots.