

Town of Washington
Board of Assessors
MINUTES
November 8, 2012

Meeting called to order at 9:00.

Members: Lynn Cook, Arline France and Kathy Atkins

Minutes recorded by: Kathy Atkins

1.00 MINUTES: Minutes from November 1, 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. Received returned letter of merger request from USPS for incorrect address for the owners of TM14-406. Atkins corrected address and sent out package again.
2. June Manning requested copies of property cards. Atkins assisted.
3. Received PA-34 form for TM14-190. Reviewed and filed.
4. Received Property Transfer Survey from the new owners of TM14-066. Reviewed and filed.
5. Received PA-34 form for TM10-053. Reviewed and filed.
6. Sent Property Transfer Survey to the new owners of TM24-039.
7. Property transfers updated and filed.
8. Met with Selectmen and Executive Administrator to discuss tax rate.
9. Received PA-34 form for TM23-004. Reviewed and filed.
10. Received Report of Wood Cut for OP#12-467-05. Faxed to Anita Blakeman of Woodlandcare Forest Management.
11. Bob Graham phoned regarding his e-mail. France explained abatement process to Mr. Graham.
12. Natalie from DRA called for Cook. Cook returned call.
13. Received Invoice from the Registry of Deeds and forwarded to Executive Administrator.
14. Received PA-34 form for TM23-004.
15. Cook assisted couple with location of Pillsbury State Park property.
16. Woman called requesting information on the assessment of TM12-047 and whether the lot was buildable or not. Cook assisted on assessment and referred her to the Selectman regarding building permits.
17. Address changes updated and filed.
18. Cook worked on equalization report.
19. Cook worked with Schwartz on deed information regarding TM15-054 and 18-013.