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## MINUTES

Board of Assessors

Date: February 16, 2023

Time: 9:30am

Place: First Floor Meeting Room

Type of Meeting: Regular Meeting

Facilitator/ Note Taker: Kim Mew

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Meeting called to order by chairman Richard Morse at 9:32 am

Attendees: Richard Morse, Ken Hargreaves, Kim Mew, Theresa Bouthilette-Sarna

Public participation - None

Approved Minutes from January 12, 2023 – Richard motioned to approve Ken 2<sup>nd</sup>, all in favor, unanimous

Signed Motor Vehicle Excise Abatements: – Richard motioned to approve Ken 2<sup>nd</sup>, all in favor, unanimous

- Report dated 01/12/2023 – 01/13/2023 \$ 49.25
- Report dated 01/17/2023 – 01/25/2023 \$ 200.47
- Report Dated 02/03/2023 – 02/03/2023 \$ 954.64

Signed Motor Vehicle Warrant to Collector, Notice to Commit to Accounting and Commitment Sheet for: – Richard motioned to approve Ken 2<sup>nd</sup>, all in favor, unanimous

- 2022 Commitment #7 \$ 11,324.40
- 2023 Commitment #1 \$1,514,797.54

Signed FY2023 Personal Property Warrant to Collector, Notice to Commit to Accounting for: – Richard motioned to approve Ken 2<sup>nd</sup>, all in favor, unanimous

- Omitted Personal Property for Acct #114700 \$ 1,904.59
- Omitted Personal Property for Acct #113120 \$ 3,223.42
- Omitted Personal Property for Acct #114870 \$ 2,555.70

Signed FY2023 Supplemental Warrant to Collector, Notice to Commit for – Richard motioned to approve Ken 2<sup>nd</sup>, all in favor, unanimous

- Real Estate Tax for 17 Grantwood Dr \$ 5,273.50
- CPA Tax for 17 Grantwood Dr \$ 158.20
- Real Estate Tax for 24 Palley Village \$ 2,099.32
- CPA Tax for 24 Palley Village \$ 62.98
- Real Estate Tax for 300 North Pleasant St \$ 1,815.44
- CPA Tax for 300 North Pleasant St \$ 54.46

Board discussed creating a book for new members to help them understand processes and due dates.

Discussed terms of the Board members

Lee arrived a 9:52 am

Principal Assessor Update:

- Working on overvals we have, 1 Personal Property, 2 Commercial of which 1 is land & 39 Real Estate totaling 42
- Cyclical Bid is out
- Excise commitment #1 will be mailed out on Friday 2/17/23
- Working on FOL's, 3ABC's, I & E's which are due March 1<sup>st</sup> and will be sending out reminders out soon
- Collectors & Assessors very short staffed
- Working on interviews

Date set for next meeting will be Friday, March 3, 2023

Executive session for overvals and Personal Exemptions

Adjourned Public meeting at 10:33 – Richard Motioned, Lee 2<sup>nd</sup>, all in favor, unanimous

Executive session/Meeting adjourned at 11:12 am