

Board of Assessors
Minutes
Town Hall
January 31, 2017
6:00 pm

Present: Tim Hammond, Bob Cumming, Helen Townsend, Terri Longtine and Kathy Stanley

Interested Parties: None

Meeting opened: 6:06 pm

Approved Minutes: November 22 & 29, 2016 & December 13, 2016
January 3, 2017

Appointments: None

Correspondence: None

Signed: Chapter 61 Amendment and Lien - Helle 26 Pine Hill Rd
Exemption Applications
MV Commitments 2016 #7 & 2017 #1,1a

Action Needed: Discussed Certified List of Abutters procedure: BC moved to change the procedure to have Principal Assessor sign and approve. TH seconded. All in favor.

Discussion: KS updated the board on her research into the Tyler Conversion from CAMA . Converting to Vision was also researched.

Regular Business: Board needed to clarify Salary vs. Hourly status for Principal Assessor position.

TH moved to approve the Principal Assessors job description indicate that it is a salaried position. HT seconded. All in favor.

Next Meeting: February 28, 2017
Board discussed the meeting schedule moving forward. It was agreed that the board would meet on a monthly basis with slower months being scheduled on an as needed basis. The board will meet at least 10 times per year. It was also agreed that if there was any occasion that the office needed a signature, the board would make arrangements to stop by the Town Hall and take care of that business.

Adjourned: 7:15 pm