

BOARD OF ASSESSORS

Meeting Minutes July 11, 2007

Chairman Charles W. Long called the meeting to order at 5:00 PM in the Assessors Office. Present were Caroline B. Akins and Wilfred J. Baranick, Members of the Board, and Karen MacTavish, Town Assessor.

1. Regular Business

- Preliminary FY2008 Real Estate and Personal Property tax warrants were reviewed and endorsed.
- The Board endorsed a warrant for a FY 2007 Real Estate tax committed to the Tax Collector on June 20, 2007, which resulted from a clerical error with respect to the property located at 145 Pine Street and assessed to Stephen D. & Patricia M. Punzak.
- A Chapter 61B lien release for property located between County and Hartford Streets and formerly owned by John J. Kraw *et al* was endorsed by a majority of the Board. Mr. Long notarized the document.
- Meeting minutes from April 25, 2007 were unanimously approved as submitted.

2. Year End Matters

- The Accountant's signature form for vouchers and invoices was endorsed.
- Mr. Long endorsed a form to allow Ms. MacTavish to carry over 5 days of unused vacation time from FY 2007 to FY 2008.

3. Personnel Issues

Discussion was held with respect to the advertisement for the Assistant Town Assessor's position and concern over the current titles.

4. Next Meeting

The Board unanimously agreed to schedule the next meeting for Wednesday, September 12, 2007 at 5:00 PM. This date was subsequently changed to Wednesday, September 19, 2007.

It was moved by Mr. Long and seconded by Mr. Baranick to enter executive session for the purpose of reviewing abatement applications and discussing litigation at 5:55 PM. With three members voting, the motion was approved, 3-0.

BOARD OF ASSESSORS

Meeting Minutes

June 6, 2007

Chairman Caroline B. Akins called the meeting to order at 5:04 PM in the Assessors Office. Present were Wilfred J. Baranick and Charles W. Long, Members of the Board, and Karen MacTavish, Town Assessor.

5:00 Cook, Neil, 5 Woodland Road, 18-143

Mr. Cook had requested a meeting with the Board in order to discuss the assessment of his property, which he and his real estate broker believe is undervalued.

1. Regular Business

- Meeting Minutes of March 28, 2007 were unanimously approved as submitted.
- Warrants for Motor Vehicle Excise Commitment No. 3 of 2007 and No. 9 of 2006 were reviewed and endorsed.

2. Revised Assessment

Punzak, Stephen T. & Patricia M., 143 Pine Street, 22-004F

Due to a clerical error in the recording of a detached garage with living quarters, the Board unanimously approved a revised FY 2007 real estate tax assessment for this property in the amount of \$153,500.

3. Organization of the Board - Elections and Appointments

- By unanimous vote, Mr. Long was elected Chairman of the Board of Assessors for FY 2008.
- Mr. Baranick was unanimously reelected to the position of Clerk of the Board for FY 2008.
- By unanimous vote, Karen MacTavish was reappointed as Town Assessor for FY 2008.

4. Next Meeting

The Board agreed to schedule the next meeting for Wednesday, July 11, 2007 at 5:00 PM.

It was moved by Mrs. Akins and seconded by Mr. Long to enter executive session for the purpose of reviewing abatement applications and discussing litigation at 6:00 PM. With three members voting, the motion was approved, 3-0.