

BOARD OF ASSESSORS

Meeting Minutes

July 8, 2009

Chairman Caroline B. Akins called the meeting to order at 5:00 PM in the Assessors Office. Present were Wilfred M. Baranick, Member of the Board, and Karen MacTavish, Town Assessor. Mr. Long was out of town and unable to attend.

1. Regular Business

- Meeting minutes from June 10, 2009 were reviewed and unanimously approved.

2. Encumbrances

The Board discussed and unanimously approved the FY 2009 budget encumbrances filed with the Town Accountant.

3. Year End Matters

- The Accountant's signature form for vouchers and invoices was endorsed.
- Mrs. Akins endorsed a form to allow Ms. MacTavish to carry over 5 days of unused vacation time from FY 2009 to FY 2010.

At 5:15 PM, it was moved by Mr. Baranick and seconded by Mrs. Akins to enter executive session for the purpose of meeting with Attorney George McLaughlin to discuss abatement matters. With two members voting, the motion was approved 2-0.

The Board returned to public session at 6:10 PM.

4. Fees

After reviewing a spreadsheet of comparative costs of services for surrounding communities, the Board unanimously approved the following fee schedule:

Abutters List:	\$20 for list of 10 or fewer abutters, additional \$1/owner for more than 10 abutters
Property Record Card:	\$1.00/page
Map Section:	\$1.00
Set of Assessors Maps:	\$50
Diskette/Electronic File:	\$250
Data Report:	\$5 for first page, \$1/page thereafter
Counter Report:	\$30 (no change)
GIS Plan:	\$5 for first page, \$1/page thereafter

5. Next Meeting

The Board agreed to schedule the next meeting for Wednesday, July 22, 2009 at 5:00 PM, with the possibility of postponing it to July 29, 2009, depending upon Mr. Long's availability.

At 6:50 PM, it was moved by Mr. Baranick and seconded by Mrs. Akins to adjourn the meeting. With two members voting, the motion was approved, 2-0.