Chairman Caroline B. Akins called the meeting to order at 5:05 PM in the Assessors Office. Present were Board Members Wilfred J. Baranick and Charles W. Long and Town Assessor Karen MacTavish.

1. **Regular Business**
   - Meeting minutes from September 30, 2009 were unanimously approved as submitted.
   - Correspondence concerning a Municipal Cabinet Meeting with Lt. Governor Tim Murray on November 5, 2009 at the Framingham Town Hall was discussed. No one is available to attend.

2. **Ethics Reform**
   Karen MacTavish explained the new mandatory education requirements of all public employees under the recently enacted ethics reform bill and demonstrated the online training program and quiz. In addition to full and part time paid employees, elected officials and contractors are also required to take part in this program.

3. **55 Yorkshire Road, 09-034**
   The Board reviewed and discussed the assessment of this property.

4. **Personnel**
   Mrs. Akins reported on ongoing correspondence with the Personnel Board.

5. **Tax Bill Content**
   Discussion was held concerning the presentation of the valuation data on the actual tax bill. The Board determined that it would be appropriate to format the bill to include only the total assessment, which reflects the way market value is recognized, rather than splitting that total into land and building categories.

6. **Next Meeting**
   By unanimous vote, the Board agreed to schedule the next meeting for Wednesday, November 18, 2009 at 5:00 PM. This date was subsequently postponed to Thursday, November 19, 2009 at 5:00 PM.

At 5:50 PM, it was moved by Mrs. Akins and seconded by Mr. Baranick to adjourn the meeting and to enter executive session for the purpose of discussing litigation. With three members voting, the motion was approved, 3-0.