

# BOARD OF ASSESSORS

Meeting Minutes  
September 30, 2009

Chairman Caroline B. Akins called the meeting to order at 5:10 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 August 19, 2009 were unanimously approved as submitted.
- Warrants for Motor Vehicle Excise Tax Commitments No. 11 of 2008, and No. 5 of 2009 were reviewed and endorsed. A warrant for payment of the annual Norfolk County Tax was also signed.
- Mrs. Akins reported on ongoing discussion concerning titles for assessing department employees.
- The Board discussed the July 1, 2009 free cash certification of \$3.8 million which was received by the Town Accountant on September 18, 2009.

## 2. Capital Budget/Warrant Articles

At this point, the Board does not anticipate any capital budget expenses, although we will need a special article appropriation for a scheduled revaluation and recertification in FY2011. However, if pending legislation is approved, Dover has been selected by the state for a program postponement until FY2012.

## 3. Ethics Law Changes

Amendments to the ethics law have been promulgated but procedures for implementing some of these changes have not yet been determined by the state.

## 4. Office Hours

The Assessors unanimously confirmed a change in the office hours to Monday through Thursday, 9:00 to 5:00, and Friday, 9:00 to noon. This will allow uninterrupted time on Friday afternoon to conclude unfinished business.

## 5. Safety Deposit Box

The Board confirmed their decision to close the safety deposit box before the end of this rental period and place its contents in a secure location within the town.

6. 2008 Sales

Calendar year 2008 sales for FY2010 valuation purposes were reviewed by the Board.

7. Next Meeting

The Board unanimously agreed to schedule the next meeting for Wednesday, October 28, 2009 at 5:00 PM.

**At 6:10 PM, it was moved by Mr. Baranick and seconded by Mr. Long 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.**