

BOARD OF ASSESSORS

Meeting Minutes

June 15, 2011

Chairman Caroline B. Akins called the meeting to order at 5:25 PM in the Assessors Office. Present was Board Member Caroline M. C. White and Town Assessor Karen MacTavish. Board Member Charles W. Long arrived at 5:30 PM.

1. Year End Matters

Organization of the Board/Elections and Appointments

- By unanimous vote (2-0), Mr. Long was elected Chairman of the Board of Assessors for FY 2012.
- Dr. White was elected Clerk of the Board of Assessors for FY 2012 by unanimous vote (2-0).
- By a vote of 2-0, Ms. MacTavish was unanimously reappointed to a one-year term in the position of Town Assessor for FY 2012.

Accounting

- The Accountant's signature form for vouchers and invoices was endorsed.
- Encumbrances were discussed and unanimously approved.

Personnel

- Mr. Long endorsed a form permitting Karen MacTavish to carry over 5 days of unused vacation time from FY 2011 to FY 2012.

2. FY 2012 Recertification Contract

The Board reviewed and endorsed the FY 2012 Recertification Contract with Patriot Properties, Inc., the sole bidder.

3. Form 3ABC Extension

The Board unanimously approved an extension for Massachusetts Horticultural Society's FY 2012 *3 ABC Form* from July 1, 2011 to August 1, 2011.

4. Next Meeting

TBA

At 5:45 PM, it was moved by Mrs. Akins and seconded by Dr. White to adjourn the meeting to enter executive session for the purpose of reviewing applications for abatement and discussing litigation. With three members voting, the motion was approved, 3-0.

The Board returned to public session at 6:10 PM to report on actions taken during their executive session as follows:

FY 2011 Real Estate Abatements:

3 applications approved
Unanimous, 3-0
1 application denied
Unanimous, 3-0

It was moved by Mr. Long and seconded by Mrs. Akins to adjourn the meeting at 6:15 PM. With three members voting, the motion was approved 3-0.