

Present: Michael Colaneri, Cynthia Mitchell, Bob Mone

Also present: Kristina West, Principal Assessor; Pam Thors, Administrative Assistant; Steve Ferreira, District Manager for Vision Appraisal

1. It was moved, seconded, and unanimously voted to approve the minutes of 7/10/2007, 8/28/2007 & 9/4/2007.

2. The following were signed: Bills & Abutters lists

Certified Abutters Lists:

Robert Rohrer, parcel 12-7.4

Goldie Alfasi-Sibert, parcel 31-25

Estate of Eleanor Bennett, parcel 11-82.1

Sally Harr, parcel 30-2.4

3. Correspondence was received and noted as follows:

- AT&T Personal Property Assessment Letter
- Vision Letter

4. Full circle mapping was discussed. Pam noted that she has been in contact with Rajan and that he and Chris from Vision are working out the abutters list issues.

5. The outstanding Ellen Hutchinson bill was discussed. Pam stated that Jo-Ann had informed her that this portion of the bill had not passed at Town meeting. Jen informed her that the selectmen would take no further action on the bill. It was decided to review the matter with Ellen at our next meeting.

6. Steve Ferreira from Vision discussed the progress of the reval. He stated that most of the residential work had been completed. Don would be back in the next few weeks to finish the Commercial work and they would be returning in October to aid with the D.O.R review. The process of public disclosure was discussed. It was noted that we may need to send out impact notices to off-island taxpayers as well as place a notice in the paper. More information on this process would be available from Deb Stewart during the review. Michael discussed holding a public hearing during the disclosure phase to inform the public regarding the assessment changes. Steve suggested issuing a press release and if public response warrants a meeting he would gladly come back.

7. It was noted that the Harrowby view had been set for 10 am on 9/24/2007. Michael suggested that Tammi accompany Kristina and Rita on the view to provide assistance. Kristina said that she would ask Tammi to attend.

8. Pam and Kristina had attended the BCAA fall conference. Kristina stated that attending had been beneficial. Kristina noted that she would not be attending the MAAO fall conference as it is being held during the same week as the D.O.R review.

9. Training was discussed and Kristina felt that it would be beneficial for her utilize Cindy Richards and Jo-Anne during this process. The board agreed and Kristina stated she would contact them to make arrangements for training.

10. Pam and Kristina will be attending a Unifund training session on 9/21. Pam will also be attending a Vision training session on 10/18. Kristina has completed all the online training offered by the D.O.R and ordered the Course 101 DVD for review.

11. It was noted that the current budget for travel and training is not sufficient to cover the costs of training a new Assessor. The Board asked Kristina to submit a new budget for these items that would take into account the necessary added expenditures. Kristina agreed.

The meeting was adjourned at 5:45 pm

Respectfully submitted,
Kristina West, Principal Assessor
Approved: