

Present: Cynthia Mitchell – Chair, Michael Colaneri

Also Present: Kristina West – Principal Assessor

1. Bills and payroll were reviewed and approved.  
Cynthia Mitchell – Yes      Michael Colaneri – Yes
2. The following 61 applications were reviewed and approved:
  - a. Seven Gates Farm
  - b. Ann NelsonCynthia Mitchell – Yes      Michael Colaneri – Yes
3. The tax map update has been finished. The board reviewed the maps and commented on the good quality. The maps have been placed on the shared drive so all Town departments now have access to them. They are also being placed on the Town website for use by the public.
4. Kristina met with Franco from Cartographic regarding their map software. The software allows all Town departments' interactive use of the tax maps. It has the ability to do:
  - a. abutters lists
  - b. mailing labels
  - c. form letters
  - d. advanced query searches
  - e. attach deeds and case files for quick reference
  - f. link to the webhosted vision field card and pictometry database

We would also have the capability of incorporating any additional data layers provided by the State or the Commission. The price of \$2,000 for the install, training and first year support is extremely reasonable, ongoing support of \$1,000/year is less than what other companies charge. The board agreed that this is a great opportunity and advised Kristina to work out the budgeting for the software with the data processing department.

5. The Executive Secretary has been looking into proper storage and organization of the Towns permanent records. The Assessors records have to be kept forever and need to be in paper or microfiche form. Jen is looking into the cost to microfiche the records and Kristina will be researching the cost of a new/used reader. This will be presented to the Town for vote at Town meeting. The board agreed that this is a good idea and supports the effort.
6. The board discussed the following night's tax rate hearing. The tax rate for Fiscal 2010 will be \$4.46. Kristina showed the board what she had prepared for the meeting and there was discussion over what to include in the presentation.

The board discussed what recommendations to make to the Selectmen. Michael Colaneri motioned that the board vote to recommend a 10% residential exemption with a 4% shift to the commercial. Cynthia Mitchell seconded the motion and a discussion was had over the effects of this recommendation. Doing this would keep the tax rates for all classes within 1 cent of each other and continue to share the burden equally while giving the residents an exemption. The savings to residents would be \$375 on \$500,000 in value. The increase to non residents and commercial properties would be \$85 and \$90 respectively on the same value. Cynthia commented that she would like further input from the taxpayers regarding this matter before voting for a change in the rates. The vote on the motion was:

Cynthia Mitchell – No            Michael Colaneri – Yes

Kristina mentioned that at last years tax rate hearing the Assessors had recommended a single rate and that the Selectmen hold a joint meeting with the residents to discuss the matter before this years hearing. That hearing has not been held. The board agreed to recommend this to the Selectmen again and offer to plan and organize the meeting for sometime this spring. The discussion concluded and a vote was taken:

Cynthia Mitchell – Yes            Michael Colaneri – Yes

Respectfully Submitted:  
Kristina West – Principal Assessor  
Approved: