

Board of Assessors Meeting 4/21/2009

-Minutes-

Present: Cynthia Mitchell – Chair, Bob Mone, Michael Colaneri

Also Present: Kristina West – Principal Assessor

- 1.) The Meeting Minutes of 3/31/2009 were reviewed and approved.
Cynthia Mitchell – Yes, Bob Mone – Yes, Michael Colaneri - Yes
- 2.) One Abutters List was certified.
Cynthia Mitchell – Yes, Bob Mone – Yes, Michael Colaneri - Yes
- 3.) 3 Motor Vehicle Warrants were reviewed and signed.
Cynthia Mitchell – Yes, Bob Mone – Yes, Michael Colaneri – Yes
- 4.) Eighteen 8 of 58 applications were reviewed and approved.
Cynthia Mitchell – Yes, Bob Mone – Yes, Michael Colaneri - Yes
- 5.) 4 abatement applications were reviewed. 2 real estate abatements were denied, 1 real estate abatement was approved and 1 personal property abatement was approved.
- 6.) The Board reviewed a letter from a taxpayer upset over receiving a bill for an old debt. The board agreed that Kristina will continue to send response letters informing citizens that the Collector is a separate department and does not answer to the Board of Assessors. She will also continue to forward such correspondence to the attention of the Collector and the Board of Selectmen.
Cynthia Mitchell – Yes, Bob Mone – Yes, Michael Colaneri - Yes
- 7.) The Board voted to appoint Cynthia Mitchell Chairperson for the next year.
Bob Mone – Yes, Michael Colaneri - Yes
- 8.) Kristina informed the Board that she has successfully completed course 2.
- 9.) Kristina showed the Board the Assessment Practices Self Evaluation Guide that she took out from the IAAO library. She will be analyzing office policies and procedures to ensure that we are utilizing the best practices.
- 10.) The Board voted to go into executive session to discuss abatement applications and not to return to open session.
Cynthia Mitchell – Yes, Bob Mone – Yes, Michael Colaneri - Yes

Respectfully Submitted
Kristina West

Approved: