

**Town of Ashby**  
**Office of the Board of Assessors**  
**Agenda for the Meeting on December 7, 2011**

**Place of Meeting:** Town Hall

**Time of Meeting:** 7:30 P.M.

<b>Members Present:</b>	_____ <b>Oliver Mutch</b>	<b>Chairman</b>
	_____ <b>Melissa Coyle</b>	<b>Member</b>
	_____ <b>Charles Perna</b>	<b>Member</b>
	_____ <b>Harald Scheid</b>	<b>Regional Assessor</b>
	_____ <b>Linda Couture</b>	<b>Associate Assessor</b>
	_____ <b>Lois Raymond</b>	<b>Administrative Assistant</b>

1. Read and approve minutes of the November 2<sup>nd</sup>, 2011 meeting
2. Review current budget balances
  - a. To –Date
3. Board review and Approval of **MVE** Warrants and Abatements  
Documents to approve and sign:
  - a. MVE Abatement(s)
  - b. Motor Vehicle Warrant(s)
4. Board review and Approval of **Real Estate** Warrants, Abatements, Exemptions, Etc...  
Documents to approve and sign:
  - a. Real Estate Abatement(s)
  - b. Real Estate Warrant(s)
  - c. Real Estate Exemption(s)
  - d. Chapter Application(s)
  - e. Renewal of Forest Management Plan(s)
5. Board review and Approval of **Personal Property** Abatements  
Documents to approve and sign:
  - a. Personal Property Abatement(s)
6. Board review and Approval of **Payables**  
Documents to approve and sign:  
Contracts  
Payables
7. Regional Assessor Update
8. General Discussion
  - a. Class 101 – ongoing
  - b. Conservation Restrictions  
Do we record or keep track of them anywhere?
  - c. Misc Communications
  - d. Other?
  - e. **Next Meeting – January 4<sup>th</sup>, 2011 - 7:30 PM**
9. Adjournment