

Town of Ashby
Office of the Board of Assessors
Minutes for the Meeting on June 1, 2011

Place of Meeting: Town Hall

Time of Meeting: 7:30 P.M.

Members Present:	<input checked="" type="checkbox"/> Oliver Mutch	Chairman
	<input type="checkbox"/> Melissa Coyle	Member
	<input checked="" type="checkbox"/> Charles Perna	Member
	<input checked="" type="checkbox"/> Harald Scheid	Regional Assessor
	<input type="checkbox"/> Linda Couture	Associate Assessor
	<input checked="" type="checkbox"/> Lois Raymond	Administrative Assistant

1. Read and approve minutes of the May 4th, 2011 meeting
Minutes were read and approved
2. Review current budget balances
 - a. To –Date
All budget lines seem appropriate for the anticipated expenses
Lois will replenish supplies before FY end
3. Board review and Approval of Warrants, MVE Abatements and Payables Documents to approve and sign:
 - a. MVE Abatement(s) – **May 01** - *Approved and Signed*
 - b. Motor Vehicle Warrant(s) – **MVE Commitment 2010 09**
- *Approved and Signed*
– **MVE Commitment 2011 03**
- *Approved and Signed*
– **MVE Commitment 2011 99**
- *Approved and Signed*
 - c. Payables – **MCAA Dues signed in MAY** - *Approved*
– **Deluxe Envelopes** - *Approved and Signed*
4. Final Real Estate / Personal Property Abatements Documents to approve and sign:
 - a. Personal Property Abatement(s) – **May 01** Administrative
- *Approved and Signed*
 - b. Real Estate Abatement(s) – Administrative **Correction** - **May 01**
- *Approved and Signed*
– **May 02** - *Approved and Signed*
Need to get these entered into VAO
 - c. Real Estate Warrant(s) – **Void of 2010 Special Assessment**
- *Approved and Signed*
– **Correction to 2008 Preliminary**
- *Approved and Signed*
 - d. Real Estate Exemption(s) – **RE Exempt May 01** Senior Work Off
- *Approved and Signed*
5. Regional Assessor Update
 - a. Preliminary Tax file?
Harald, Linda and Lois will meet the week of June 5th to create and bridge the Preliminary Tax file to VADAR.

6. General Discussion
 - a. Class 101 – ongoing – *Lois continues to monitor to see if there will be an evening offering in the fall*
 - b. Misc Communications
 - i. VADAR Preliminary letter – *Not Applicable to us since we have the bridging program*
 - ii. Assessor's Qualifications Sheet Updated - Informational
 - iii. Town Meeting(s) results (file in Recap?) – *Filed in Recap as instructed*
 - c. Other – *No other discussion since we were under a severe weather warning. Many of the Town Office employees were in the basement.*
 - d. **Next Meeting – July 6th, 2011 - 7:30 PM**
7. Adjournment
Adjourned at 8:00

Respectfully submitted,

Lois Raymond

Administrative Assistant
For the Board of Assessors

Signed this 6th day of July, 2011
