

Town of Ashby
Office of the Board of Assessors
Minutes for the Meeting on November 2, 2011

Place of Meeting: Town Hall

Time of Meeting: 7:30 P.M.

Members Present:	<input checked="" type="checkbox"/> Oliver Mutch	Chairman
	<input checked="" 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 October 5th, 2011 meeting
Minutes were read and approved
2. Review current budget balances
 - a. To –Date
All budget lines seem appropriate for the anticipated expenses
3. Board review and Approval of **MVE** Warrants and Abatements
Documents to approve and sign:
 - a. MVE Abatement(s) – **October 01 & - *Approved and Signed***
October 02 - *Approved and Signed*
 - b. Motor Vehicle Warrant(s) – **None**
4. Board review and Approval of **Real Estate** Warrants, Abatements, Exemptions, Etc...
Documents to approve and sign:
 - a. Real Estate Abatement(s) – **None**
 - b. Real Estate Warrant(s) – **None**
 - c. Real Estate Exemption(s) – **None**
 - d. Chapter Application(s) – **None**
 - e. Renewal of Forest Management Plan(s) – **None**
5. Board review and Approval of **Personal Property** Abatements
Documents to approve and sign:
 - a. Personal Property Abatement(s) – **None**
6. Board review and Approval of **Payables**
Documents to approve and sign:
Contracts – **Cartographics Tax Map Maintenance Contract 1/1/11 – 12/31/11**
- Approved and Signed

Payables – **None**
Discussions:
 - **FY 2012 Community Software Consortium – *STILL PENDING***
Called Linda Bradley and explained we only have \$1,800 in the budget, They billed us for \$1,900, she is bringing this request to the next Board Meeting. She will let me know their decision.
-Meeting scheduled for November 16th

7. Regional Assessor Update

a. **Public Disclosure of Property Values Document**

Louise sent Template waiting for timing and direction from RRG

Harald will notify Lois what needs to be published after we have received the preliminary certification from the state.

b. Other Updates

Joe Barbieri has wrapped up his report and will be sending it to Boston in the next day or two. Hopefully, we will hear back within a week that we have an approved preliminary certification. Once we have this preliminary certification, we will publish details in the Fitchburg Sentinel. After the required published public disclosure, then we can request our final certification from the State. We have scheduled a meeting on Monday December 12th with the selectmen to decide and set a single tax rate for FY2012. Assuming this schedule, we should be in good shape to get our tax bills for January 1st.

8. General Discussion

a. Class 101 - ongoing

b. State Ethics Law on-line summary

Harald submitted his documents to Lorraine

Lois has forwarded hers and the rest of the Board's documents.

c. Misc Communications

d. Other?

e. **Next Meeting – December 7th, 2011 - 7:30 PM**

9. Adjournment *Adjourned at 8:05 PM*

Respectfully submitted,

Lois Raymond

Administrative Assistant - For the Board of Assessors

Signed this 7th day of December, 2011
