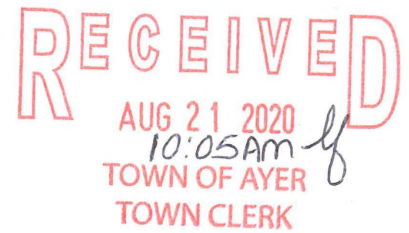


**BOARD OF ASSESSORS**

**February 18, 2020**

**Minutes of Assessors Meeting**



The meeting was called to order at 4:04pm. Clerk Kilcommins, Chairman Cornellier, Member Bresnahan, Assessing Administrator Thomas Hogan and Assessing Department Assistant Jacquelyn Guthrie were present.

The Board of Assessors read the agenda for February 18, 2020. Clerk Kilcommins made a motion to approve the agenda as written. The motion was seconded by Member Bresnahan and approved by a 3-0 vote.

The Board of Assessors read the minutes for January 28, 2020. A motion to approve the minutes as written was made by Clerk Kilcommins, seconded by Member Bresnahan and approved by a 3-0 vote.

The Board of Assessors and Assessing Administrator discussed the status of the internal audit of the conversion to Tyler Technologies iasWord Appraisal Solution.

The Board of Assessors was presented with three Motor Vehicle and Trailer Excise warrants and commitments for their approval. Commitment 7 of 2019 contains 68 bills totaling \$2,738.91, Commitment 8 of 2019 contains 135 bills totaling \$4,865.30 and Commitment 1 of 2020 contains 7,635 bills totaling \$997,531.69. A motion to approve and sign both the warrants and commitments was made by Clerk Kilcommins, seconded by Member Bresnahan and approved by a 3-0 vote.

At 4:27pm, pursuant to Purpose 7, G.L. c.59 s.60, Clerk Kilcommins called for a vote to go into Executive Session to review one FY2020 Statutory Exemption application, one FY2020 Senior Work Program abatement, three FY2020 Real Estate Abatement applications and one Personal Property Abatement application, with Open Session to reconvene at the conclusion of the Executive Session. The Motion was seconded by Member Bresnahan. Vote: Paul Bresnahan: Aye; Vote: C. Edward Cornellier: Aye; Vote: John Kilcommins: Aye; Motion passes by a vote of 3-0.

At 5:00 pm, the Board reconvened into Open Session.

The Board of Assessors reviewed the Assessing Department Report for the month of January. A motion to approve the report as amended and authorize submission to the Town Manager was made by Clerk Kilcommins, seconded by Member Bresnahan and approved in a 3-0 vote.

The Board of Assessors reviewed the January 2020 Motor Vehicle & Trailer Excise Abatement Report. The Assessing Department Assistant processed 16 abatements totaling \$842.74. A motion to accept and sign the report was made by Clerk Kilcommins, seconded by Member Bresnahan and approved by a vote of 3-0.

**Old Business:**

There were no issues of Old Business.

**New Business:**

The Board of Assessors reviewed a memo from the Town Manager regarding submission of the Annual Town Report.

The Board of Assessors reviewed the FY20 Top 10 Taxpayer Report prepared by the Assessing Administrator.

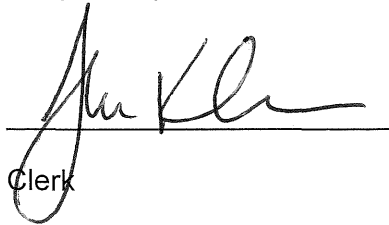
The Board of Assessors reviewed the Assessing Administrator's response memo to the Town Accountant regarding the FY2019 Fixed Asset Listing Report.

The Board of Assessors reviewed a formal property tax apportionment prepared by the Assessing Administrator for the owners of the property located at 16 Pleasant Street. A motion to approve the apportionment was made by Clerk Kilcommins, seconded by Member Bresnahan and approved in a 3-0 vote.

The next Board of Assessors Meeting is scheduled for March 17, 2020 at 4:00pm.

A motion to adjourn at 5:28pm was made by Clerk Kilcommins, seconded by Member Bresnahan and approved by a vote of 3-0.

Respectfully submitted,

  
Clerk

jag