

BOARD OF ASSESSORS

Longfellow Municipal Center

Minutes of Meeting

July 22, 2015

Call to Order: Meeting called to order at 5:14 p.m.

Members Present: Karin Furno, Judith Monroe and Natalia Alward.

ANNOUNCEMENTS / UPDATES

- Laptop is back from repairs and both the laptop and the map scanner are functioning properly.

APPROVAL OF MINUTES

May 18, 2015 & June 24, 2015: *On a motion by Monroe and a second by Furno, the Board votes unanimously to accept the minutes of May 18, 2015 and June 24 2015.*

CORRESPONDENCE

- Letter dated 7/19/15 from Tara Lynch of DLS Technical Assistance Bureau regarding financial management review for the town of Millville.

OLD BUSINESS

- Course 101 – A DOR rep notified Monroe that this course will be offered this fall in the North Shore area, so she will be able to complete this requirement at that time.

NEW BUSINESS

Voucher(s) – *On a motion by Furno and second by Monroe, the Board votes unanimously to sign one (1) voucher.*

Motor Vehicle Excise Abatements – *On a motion by Alward and second by Monroe, the Board votes unanimously to approve and sign four (4) Motor Vehicle Excise Abatement Applications.*

Monthly Reports – *On a motion by Alward and second by Monroe, the Board votes unanimously to approve and sign the Motor Vehicle Abatement Turnover (July 1-31, 2015 for levies 2015, 2014, 2013 and 2012) and the Real and Personal Property Abatement/Exemption (July 2015) monthly reports.*

Motor Vehicle Commitment Warrants– *On a motion by Monroe and second by Alward, the Board votes unanimously to sign the 2015.4 and 2015.89 Motor Vehicle Excise Commitment Warrants.*

Abutters List Reports – *On a motion by Monroe and second by Monroe, the Board votes unanimously to extend the response time on Abutters List requests from seven (7) to ten (10) days. This change would allow more time to process these requests, especially during times of holidays, vacation and busy periods, such as during the preliminary and actual tax periods. Most abutter's list requests are processed that same day or within a day or two of the request; FIFO is the system applied.*

Report Fees – *On a motion by Monroe and second by Furno, the Board votes unanimously to set the fee for all requested reports, other than abutters lists and those requiring work in excess of a half an hour, at \$25.00; abutters lists are currently set at \$10.00 per street address and those requiring work in excess of half an hour will be quoted and handled as a public records request under the Public Records Law, M.G.L. c.66.10.*

NEXT MEETING

The Board's next meeting is scheduled for Wednesday, August 26, 2015 at 5:00 p.m.

ADJOURNMENT

On a motion by Monroe and second by Alward, the Board votes unanimously to adjourn the meeting at 6:09 p.m.

Respectfully submitted,

--*Natalia Alward*

Karin Furno, Chairperson

Natalia Alward

Natalia Alward

Judith Monroe

Judith Monroe

TOWN CLERK'S OFFICE

SEP 23 2015

TIME:

Signature

APPROVED AND SIGNED ON SEPTEMBER 23, 2015