

Minutes
Board of Assessors

December 19, 2011
Assessor's Office, Town Hall

The meeting opened on December 19, 2011 at 09:00 am in the Assessors Office, Town Hall. In attendance were Michael Coffey, Susan Smith, Jon Kaiser, and Maureen Bolger.
Agenda Items:

- November meeting minutes were approved
- There were no A/P Vouchers to sign.
- The November MVE abatement report was signed
- Time cards since last meeting were reviewed
- Warrants for 2012 RE and PP bills for 3rd quarter were signed
- Warrants for 2012 betterment and liens were signed
- December exemption report was signed
- The 2012 Recap and related documents were signed.
- Exemption Applications for
- There was a discussion on which properties should receive the I & E forms. All commercial and industrial properties are to receive the form. 2-family residential units that are not owner occupied shall receive the form. Other multi-family dwellings should receive the forms.
- Other business
 - Maureen state that Peter had been given his 6 months review.
 - Maureen stated that the 3ABC forms were to be sent out.
 - There was a discussion of senior exemption income requirements. The board asked Maureen to call the nearby town and ask what they have for requirements

Mike motioned for meeting to be adjourned. Sue seconded. Meeting adjourned at 9:45am