

Board of Assessors Minutes of Meeting June 17, 2019

Attendance: Chairman, Norman Charest, Assessors, Robert Makuch & Stanley Witkop, and Principal Assessor, Carolyn Reed were in attendance.

A motion was made to call the meeting to order at 5:00 pm.

Acceptance of Minutes: The minutes from 5/13/2019 meeting were accepted as presented.

Correspondence:

- HHCAA Summer Picnic – Thursday, July 11th at Summit View Banquet House
- Tasha from Vision contacted Carolyn about scheduling Vision 8 upgrade. Carolyn indicated that the earliest we would plan for conversion is March 2020. Carolyn will follow-up in July.
- Senior Center Exemption Presentation scheduled for Tuesday, August 13th at 10:00 am.

Board Reorganization:

- Mr. Makuch recognized Mr. Charest for his dedication and work in serving as Chairman to the Board of Assessors. Mr. Makuch would like to nominate Mr. Charest to continue serving as Chairman of the Board of Assessors. Mr. Charest thanked him for his support and accepts the position as Chairman.

Announcement:

The Board of Assessors at its June 17, 2019 meeting voted to reorganize as follows:

Norman Charest, Chairman

Robert Makuch, Assessor

Stanley Witkop, Assessor

- Carolyn will send written notification to the Town Clerk

New Business:

- The board reviewed and discussed Chapter Land FVAC Recommended Values for Fiscal Year 2020.
 - After reviewing the information, all board members agreed to adopt “average” rating for valuation, consistent with prior years.
 - Norman Charest made a motion to adopt Chapter Land FVAC average recommended values for FY2020. A roll call vote was taken: Mr. Charest- yes, Mr. Makuch- yes, Mr. Witkop- yes. Motion granted.

Signatures/Approval:

- The board approved the following invoices for payment:
 - FY2019 MLS Property Information Network (Expense #01-141-5420-04) \$87
 - FY2020 Vision Government Solutions CAMA Maintenance (Software #01-141-5420-05) \$ 6,015
 - FY2020 Vision Government Solutions Web Hosting (Software #01-141-5420-05) \$1,597
- Payroll slips were signed by the board
- Revised & Omitted Assessment Report was signed by the Board. Carolyn submitted in Gateway on behalf of the board.

- FY2020 Preliminary Tax Commitment & Notice to Collector was signed by the board
- Schedule of Uncollectible Taxes
 - Accountant submitted the following to BOA for approval:
 - FY2003-FY2014 Uncollectible Excise in the amount of \$20,011.08
 - FY2003-FY2014 Uncollectible Personal Property in the amount of \$867.05
 - The board reviewed forms and supporting documentation. All board members signed the Schedule of Uncollectible tax forms. Carolyn will submit to Accountant and Tax Collector.

Next Meeting: The next meeting is scheduled for *Wednesday, July 17th at 5:00 pm.*

At approximately 5:40pm the meeting was adjourned.

Respectfully Submitted,

Carolyn Reed, MAA
Principal Assessor