

Assessors Meeting Minutes  
January 6, 2014

Meeting was held on Monday January 6, 2014 and called to order at 6:40 p.m. by Sandy Lilly  
Present: Sandy Lilly (SL), Peter Wiitanen (PW) and Jennifer Morse (JM)  
Absent: Wayne Gardner (WG)

**Appointments:** None

**Meeting Minutes:**

A motion was made by SL and seconded by PW to accept the meeting minutes from December 2, 2013.

**VOTE: SL- Aye, PW- Aye**

**Signatures: Signed by SL and PW unless otherwise noted**

Motor Vehicle Monthly List November 2013

Motor Vehicle Monthly List December 2013

Real Estate Monthly List November 2013

Motor Vehicle Monthly List December 2013

**Old Business:**

Board Member Status - Disqualification letter of board member WG read by SL. (Document 1) JM will contact Wayne to invite him to the next meeting for discussion.

**New Business:**

Mayflower - Building Permit Inspections, Personal Property Inspections and Data Updating - Personal Property and Building Permits will be inspected by Sam from Mayflower in the next several months. Sam will contact JM next Monday to set up dates.

Budget – 2015 (Hearing with the Finance Committee and Selectboard is scheduled for February 17, 2014)  
Budget worksheet discussed (Document 2). The BOA is requesting the Query Online Manager from CAI Technologies at a one-time fee of \$2500 with an \$1800 maintenance contract. A motion was made to accept the proposed budget for Fiscal Year 2015 by SL, seconded by PW. **VOTE: SL- Aye, PW- Aye**

FCAA Winter Meeting for Assessors Invite - Reviewed by Board

Executive Session Minutes Request - Robin Sherman (Rural Development, Inc.)- Letter read by SL. JM contacted Donna to find out the stipulations of release. Tabled to next meeting.

**Chapter Land Applications: Signed by SL and PW unless otherwise noted**

Albert Rimbach Chapter 61A

Discussion on including a cover letter to be included with the chapter application next year. The letter would inform participants that all of the form must be completed in order to be approved. JM would like to include an email option for participants to receive their applications annually. More discussion to follow closer to Chapter time.

**Other:**

Next Meeting: Friday January 24, 2014 at 4 p.m.

A motion was made by SL and seconded by PW to adjourn the regular meeting at 7:10 p.m. to enter into executive session (reason exemptions) not to return to the regular meeting.

**VOTE:** SL- Aye, PW- Aye

Submitted by:  
Jennifer Morse  
January 6, 2014