

**SHELBURNE BOARD OF ASSESSORS**  
**MINUTES of Sept 21, 2015 Meeting**

Meeting called to order at 5:55PM Attending: Alan Coutinho, Joe Mattei , Bill Barry  
Unable to attend: Jim Richardson

The Assessors signed: Meeting Minutes; MVE Tax Abatements; and Accounting Reports; 2015 MVE Tax Warrant Commitment #5, DOR reports LA-4 (sales) and LA-15 Ratio Analysis on 2013-2014 Valid Sales.

Bill reported that the DOR staff has completed their work on the move of CAMA and the Personal Property System to a remote server. After some small issues were resolved, both systems appear to be in good order. One immediate benefit is that errors in the system that prevented proper allocation of Personal Property between the rural Fire District and the village Fire District have been corrected. Most importantly, this move eliminates the risks of continuing to have these essential systems running on a 10 year old Windows XT computer.

Bill Barry agreed to delay his end-of-employment date by one week until Sept 30. The status of work to complete the FY2016 tax rate setting recap process, for the Town and the rural Fire District is still unresolved. Still waiting for the Selectboard's decision on whether or not to agree to the contract proposal that Bill Barry offered. Chairman Alan Coutinho reported that he had attend the 9/10 Selectboard mtg and informed the Selectboard of the risks and costs to the Town & the rural Fire District of failure to complete process in time to get the FY2016 Tax Bills mailed by the December 31, 2015 deadline.

Bill reported on a partial list of other work-in-process as of the Sept 30<sup>th</sup> end of Bill's Employment

- Appellate Tax Board - status of appeal on 280 Colrain-Shelburne Rd: Still no word from ATB
- Tax Maps missing outlines of 30% of Shelburne single & multi-family homes, in violation of DOR requirements.
- Questions about our ability to meet DOR's Statutory requirements in the FY2017 Reval Year remain unresolved. Still no response from the SelectBoard on the needs documented in the ten page Jan 13, 2015 report.
- List of significant building permit work that should be inspected. This issue will need to be addressed.
- FY2017 chapter land application process – due date Oct 1: land owners notified, work is progressing
- FY2016 Abatement (Real & Personal Property), several applications received, to be reviewed in early 2016.
- Transfer of many essential files and Outlook Email onto new Assessors Computer: will need to be done at some time.

In response to a Teresa Caldwell's Sept 16 request: The Board of Assessors agreed to have Bill inform her that: if at some future date, there is a single owner of 93 & 99 Bardwells Ferry Rd, then the Assessors will combine those lots into one taxable lot.

Bill reported on news from the CSC (Community Software Consortium). The CSC is working to acquire ownership of CAMA from DOR, and modernize system. The CSC is asking towns to vote on new annual dues formula and rate for FY2017. Shelburne's current dues is \$2300. The proposed new dues structure increases Shelburne's annual dues to \$3775. Bill confirmed that a vote in favor of this increase does not contractually commit Shelburne to pay this fee. Assessors discussed the need to include this increased annual dues for CAMA and the Personal Property System, i in the FY2017 budget proposal process. Board agreed to have Bill vote, on-line, in support of this new dues structure.

Board agreed to meet next on Oct 13.

Meeting adjourned at 6:33pm

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