

SHELBURNE BOARD OF ASSESSORS
Meeting Minutes
November 9, 2016

The meeting was called to order at 6:00 p.m. by Alan Coutinho.
Board Members Present: Alan Coutinho, Joe Mattei
Board Members Absent: Jim Richardson
Assistant Assessor: Jennifer Morse

Signatures

Axis GIS letter to Board of Selectmen: Jenn presented the board with a recommendation letter for AxisGIS internet based GIS. The Town received a grant to bring all GIS up to level three due to the efforts of the assistant assessor and CAI Technologies (contractor mappers). CAI would be able to start the project in May 2017, the board is asking for funding in FY17 if possible. A letter of support from the Planning Board to the Board of Selectmen was reviewed. The letter from the Board of Assessors was signed by both present members and Jenn will forward it to the Board of Selectmen.

Motor Vehicle Abatements - Signed by A. Coutinho and J. Mattei

Motor Vehicle Abatement – Levy 2016
Motor Vehicle Abatement –Levy 2014

Conversion and Reval Update

Jenn received an update from Patriot Properties that the real estate data base is ready to be installed however the personal property database transferred from the State CAMA system blank. Due to time restraints Jenn will enter all the Form of Lists and personal property accounts into the blank system. Jenn contact Northeast IT and Patriot to have the two entities connect to make the install happen as soon as possible. Jenn will be drafting a letter to the DOR requesting preliminary bills for the third quarter since it looks like a tax rate will not be set in time for actual bills on January 1. .

Correspondence

Letter from Curtiss, Carey, Gates and Goodridge, LLP regarding Donna Fitzpatrick dated October 26, 2016 was reviewed. Jenn to send a letter of response regarding the division of two acres from the current parcel with documents needed before moving forward. The letter will also state that is it the practice of the Board of Assessors to have board members who have personal conflicts recuse themselves from all deliberations as mandated by the conflict of interest laws.

The board adjourned at 6:15 p.m.

Respectfully Submitted:
Jennifer Morse
November 10, 2016

Approved: 1/25/17