

**SHELBURNE BOARD OF ASSESSORS**  
**MINUTES of December 12, 2013 Meeting**

1. Meeting Call to Order at 4:07PM - Jim Richardson, Joe Mattei, Alan Coutinho, Bill Barry present
  
2. Documents needing signatures:
  - Minutes from Bd of Assessors mtgs, Nov 18 meeting
  - signatures on Chapter Liens, 3 lien releases and 1 new lien.
  
3. Sign sixth assessors warrant to collector for motor vehicle excise tax
  
4. Bill led discussion of status of revaluation & tax rate determination with Dept of Revenue
  - Sign LA-4 (valuation summary) for Town and Shelburne Fire District
  - Updated board on fact that there were no requests for valuation changes resulting from the 12/4 to 12/11 public disclosure period of new FY2014 valuations.
  - Updated board on final draft of the 4-page FY2014 Tax Rate Recapitulation form and the numerous related forms that are part of this Dept of Revenue's setting of the new tax rate. Discussed concerns of remaining tight timeframe to meet the 12/31 deadline to mail the tax bills. Reviewed materials to be provided to SelectBoard.
  - Updated board on work related to assisting Dick Baker & the Shelburne Fire District on setting Fire District's new tax rate.
  
5. Next two meeting dates will be Monday January 6 at 6PM and Tuesday January 21 6PM
  
6. Adjourned at 4:35 PM