

**Minutes**  
**Board of Assessor's Meeting**  
**October 29, 2012**

Members Present: Jason Neuman and Eugene Reed.

Member Excused: John McSorley

Others: Heidi Seaverns.

6:45 PM Chairman Reed called the meeting to order. The meeting started early as a result of the inclement weather. Ms. Seaverns informed the members that Mr. McSorley was unable to attend the meeting.

The Board addressed the signature file and the correspondence file simultaneously.

The Board reviewed and approved the September invoice from Avitar (\$1072.92 for contract assessing and \$1260 for data verification work).

**Motion:** Neuman, second Reed to sign Land Use Change Tax for Map 46 Lot 5-2 in the amount of \$ 5500.00.

**Vote:** 2-0 in favor.

**Motion:** Neuman, second Reed to sign Land Use Change Tax for Map 52 Lot 6-2 in the amount of \$ 6000.00.

**Vote:** 2-0 in favor.

**Motion:** Neuman, second Reed to sign Land Use Change Tax for Map 52 Lot 6-6 in the amount of \$ 6000.00.

**Vote:** 2-0 in favor.

**Motion:** Neuman, second Reed to approve the abatement for Map 71 Lot 116 in the amount of \$ 1015.66 based on review and Avitar's recommendation.

**Vote:** 2-0 in favor. This will settle BTLA case Docket # 26144-11PT. The change in assessment was made as a result of a visit to the property and an interior inspection of the building. There were several errors on the sketch portion of the card, and after the visit to the property there was an adjustment made for the moderate to steep topography.

Members signed an Intent to Cut for Map 29 Lot 8-taxes are current.

Ms. Seaverns then asked the members to vote to sign the 2<sup>nd</sup> issue tax warrant, when completed. She explained that once the tax rate has been set and the warrant calculated, the Assessors must sign the warrant. Once it has been signed, it is given to the Tax Collector and then bills can be printed.

**Motion:** McSorley, second Neuman to sign 2<sup>nd</sup> Issue Tax Warrant once prepared by Ms. Seaverns.

**Vote:** 2-0 in favor.

On a related note, Ms. Seaverns informed the members that a recommendation had been made to the Town Administrator for \$80,000 to be used for overlay in the tax rate setting process. This figure is worst case scenario for the Town's outstanding appeals/court cases.

The Board reviewed a letter from Gary Roberge, Avitar Associates, in regard to Comcast and the possible assessment of property tax. He has reviewed the agreement between Comcast & the Town and is of the opinion that the agreement and the resulting "franchise fee or other services" is a fee to use the public right-of-way and it would not be appropriate to tax them over & above the agreement.

Ms. Seaverns provided an update on the pending BTLA cases. As mentioned prior, one case is settled, one case is awaiting a settlement hearing order and the remaining case is still in negotiations. It is hoped that Atty Teague & Ms. Martin will meet in the near future to discuss this particular case.

Ms. Seaverns gave each member a copy of the proposed assessing contract for their review. Avitar is offering a 3 year contract at a flat rate as an option. Members present felt strongly that the BOS should take advantage of this option. Ms. Seaverns will make an appointment for the BOA to discuss the matter with the BOS at their meeting on November 19, 2012. Members present then quickly reviewed the ratio study prepared by Ms. Seaverns. Preliminary numbers are a ratio of 97.2, a COD of 6.7 and a PRD of 1.0. She explained that once Ms. Martin has reviewed the study, Ms. Seaverns will release it to DRA.

Having no further business,

7:15 PM **Motion** Neuman, second Reed to adjourn.

**Vote:** 2-0 in favor.

Respectfully Submitted,

Heidi Seaverns

**Approved as written**  
**12/10/2012**