

SHELBURNE BOARD OF ASSESSORS
Meeting Minutes
December 11, 2017

The meeting was called to order at 4:30 p.m. by chair Alan Coutinho.

Board Members Present: Alan Coutinho, James Richardson, Joseph Mattei, Jennifer Morse (Assistant)

Minutes

Minutes of November 13, 2017 and Minutes of November 27, 2017 were approved and initialed.

Signatures

Motor Vehicle Abatement

Capital Request

The board reviewed and discussed a letter and capital request form for a cyclical inspection program. The program will be completed by Patriot Properties in fiscal year 2019. They will complete all 340 cyclical inspections required to be complete by a directive of the DOR. The current contract with Patriot Properties does not include cyclical inspections only support for New Growth including building permit inspections, sales analysis and sales inspections and tax rate setting support. Patriot Properties will conduct all 340 inspections for a total of \$6800. Starting in FY20 the board will contract all assessing services in one contract including cyclical inspections.

Tax Rate

Board of Selectmen Chair Andrew Baker requested a few minutes to discuss the possibility of using Free Cash or Stabilization funds to offset the tax rate. Mr. Baker did not make it to the meeting before adjournment. The board discussed and does not recommend using funds to offset the tax rate at this time. Alan shared that perhaps a level funded budget would be a solution. Alan stayed to discuss with Andrew after the meeting adjourned.

A motion was made and seconded to adjourn the meeting at 4:51 p.m. Vote: 3-0

Next Meeting: January 8, January 22 at 4:30 p.m.

Respectfully Submitted:

Jennifer Morse
Assistant Assessor
November 27, 2017

Documents

1. Rollback Tax Warrant and Certificate – Sokolosky
2. Comparable Sale for 66 Colrain Shelburne Road
3. Capital Request Packet
4. Tax Classification Recommendation Packet