

SHELBURNE BOARD OF ASSESSORS

Meeting Minutes

January 7, 2019

The meeting was called to order at 4:05 m. by Joseph Mattei

Board Members Present: James Richardson Joseph Mattei, Jennifer Morse - **Assistant** Assessor

Board Members Absent: Alan Coutinho

Minutes

Minutes of December 10¹ were reviewed and approved

Signatures- signed by all board members unless otherwise noted

Real Estate/Personal Property Monthly List – December 2018 Levy FY19²

Motor Vehicle Monthly List – December 2018 Levy18³

Halligan Avenue Lot Sizes

JM reported that the lot sizes of 20,000 SF was confirmed by Faye Whitney (Zoning Board Clerk) and that the mapping company has responded with confirmation of the parcel sizes. Mr. Perry has turned in abatement applications for both sites. Mr. Perry will be requesting the two parcels be combined and JM reviewed with him the process of putting both parcels on one deed. JM sent an email to Faye after talking with Mr. Perry to see if Zoning needed to be involved in the combination of the parcels.

Real Estate/Personal Property Abatements

The board approved an abatement of personal property tax for Echo Art Gallery on Bridge Street owned by Laurie Goddard as the business is closed. Abatement Certificate 1-2019 was signed by both members.

JM reported that there has been three abatement applications submitted to date.

Assistant Assessor Updates

In Fiscal Year 2020 all exemption applications received after July 1st will be acted on by the board and entered into AssessPro. This will allow the exemptions to show on the 3rd Quarter bills.

Exemptions – Town and Fire District

Town and Fire District applications were approved and certificates signed by both members. Applications are not open to public inspection.

Items not reasonably anticipated by the chair 48 hours in advance of the meeting

Next Meeting: TBD

A motion was made and seconded to adjourn the meeting at 4:40 p.m. all in favor.

Respectfully Submitted:

Jennifer Morse

Assistant Assessor

January 9, 2019

Document List

1. Minutes of December 10, 2018
2. Real Estate Monthly List – December 2018 – Levy 2019
3. Motor Vehicle Monthly List – December 2018 Levy 2018

Approved: February 4, 2019