

**SHELBURNE BOARD OF ASSESSORS**  
**Meeting Minutes**  
**October 28, 2019**

---

The meeting was called to order on Monday October 28, 2019 at 7:00 p.m. by Alan Coutinho (Chairman).  
The meeting was held in the Board of Selectmen Office.  
Present: Alan Coutinho, James Richardson, Shawn Allen, Jennifer Morse

**Minutes**

Minutes of October 16, 2019 were reviewed and approved by Alan and Shawn.

**Signatures – Signed by members present unless otherwise noted**

Motor Vehicle Monthly List – September 2019 – Levy 2019

**Forest Management Plans**

Moes – Forest Management Plan – Chapter 61A                      Signed by Alan Coutinho

**Chapter Land Applications- Signed by members present unless otherwise noted**

Moes	Map 24, Lot 9	Chapter 61	New FY21
Wholey, Pru	Map 13, Lot 27	Chapter 61A	not signed by Alan – family member
Wholey, J & D	Multiple	Chapter 61A	not signed by Alan – family member
Barden	Map 11, Lot 24	Chapter 61A	not signed by Jim – Employer
	Map 12, Lot 34		

**Notes:**

Barden – Second year new owner currently not showing gross income due to renovations. Next year will need to show gross sales or meet other 61A requirements in order to stay in classification.

Iwanowicz - The property has been in Chapter 61A since 1985. Currently there is land in Forest Production and there is no forest management plan (confirmed by DCR). A letter will be send requesting a Forest Management Plan by October 1, 2020 to keep the land in classification for Fiscal Year 2022.

Richardson – Jennifer mentioned that DCR will be reaching out to Mr. Richardson to explain the amendments that need to be made to his three Forest Management Plans due to splits/sales.

**Assistant Assessor Updates**

Dick Baker and Jim Wholey were in the office this morning entering and confirming information for the Balance Sheet and Treasurer submissions for Gateway.

LA13 – will be completed by the end of the week

**Next Meeting**

Possible Tax Classification Hearing on November 13. Alan may not be able to attend and Jim will not be able to attend. The Assistant Assessors and Shawn will represent the board if this date works for the members of the Board of Selectmen.

**MOTION: A motion was made and seconded to adjourn the meeting at 7:13 p.m. Vote 3-0**

Respectfully Submitted:  
Jennifer Morse  
Assistant Assessor  
November 4, 2019

**Document List**

Minutes of September October 16, 2019

Motor Vehicle Monthly List – September 2019

Forest Management Plan – Moes