***MINUTES OF MEETING-----------------------------------------------------JANUARY 17, 2024***

*Meeting called to order at 5:30 P.M. Assessor Chairman Kevin Rudden and Assessor Clerk Kenneth O‘Brien are present. This meeting is being held in person, remote and being recorded. Roll call vote, Rudden, aye, O’Brien, aye.*

*Motion made by Ken and seconded by Kevin to approve the minutes of the November 15, 2023 meeting. Roll call vote, Ken, aye, Kevin, aye.*

*Chairman Rudden advises that the Board needs to commence plans for the retirement of Principal Assessor Jean Berthold planned for August 1, 2024. Chairman Rudden submits a “Schedule for Onboarding New Principal Assessor”. This plan includes working with the HR Department for advertising and hiring assistance, budgeting a three-week training period, and notifying the Selectboard of the Assessors wish to remove said position from the union. Chairman Rudden will prepare a letter to the Selectboard in the near future.*

*The Board peruses the Fiscal Year 2025 Budget Requests as input by the Principal Assessor. Motion made by Ken and seconded by Kevin to approve the budget as written. Roll call vote, Rudden, aye, O’Brien, aye.*

*Motion made by Ken and seconded by Kevin to approve the Overlay Request of $125,000 for Fiscal Year 2025. Roll call vote, Rudden, aye, O’Brien, aye.*

*Principal Assessor Jean Berthold recommends the Board meet with the Treasurer/Collector’s Office sometime the end of November 2024 to discuss the Fiscal Year 2025 “Actual” Tax Billing process to ensure all requirements be fulfilled in a timely fashion. The Assessors agree.*

*The Board discusses the tax-exempt status of Garrison Speed Shop located on Uxbridge Road in Mendon. The Board will await the filing of the 3ABC Form for Fiscal Year 2025.*

*Motion made by Ken and seconded by Kevin to adjourn the meeting at 5:55PM. Roll call vote, Rudden, aye, O’Brien, aye.*

*Respectfully submitted,*

*Kenneth O’Brien, Clerk*

*MINUTES APPROVED: 2/29/2024*