***MINUTES OF MEETING--------------------------------------------------DECEMBER 19, 2018***

*Meeting called to order at 5:00 P.M. in the Assessor’s Office at the Mendon Town Hall. Assessor Kevin Rudden, Assessor Susan Edmonds, Chairman Ken O’Brien, and Principal Assessor Jean Berthold were present.*

*Motion made by Susan and seconded by Kevin to approve the minutes of November 15, 2018. Chairman Ken O’Brien abstains. Motion carries*

*Motion made by Kevin and Ken steps down as Chairman to second approving the minutes of November 29, 2018. Susan abstains. Motion carries.*

*The Board signs the end of month Motor Vehicle Excise Abatement Report.*

*The Board signs the end of month Real Estate Tax Exemption Reports.*

*Kevin submits a letter to the Board regarding the taxable status of property located at 33 Cape Road.*

*Motion made by Susan and seconded by Kevin to forward the letter via certified mail to the representative of New England Futbol Club. Unanimous vote.*

*The Board reviews and signs a letter to the Board of Selectmen and Finance Committee outlining the Fiscal Year 2019 tax rate issue that presided over this year’s tax rate approval submission creating a deficit of $50,000 and resulting in a lower tax rate than was advertised at the FY2019 Tax Classification Hearing.*

*Motion made by Kevin and seconded by Susan to forward the signed letter via email to the BOS and FinCom. Unanimous vote.*

*The Board discusses the position of Data Collector and decides to defer further conversation until sometime in early February.*

*Motion made by Kevin and seconded by Susan to adjourn the meeting at 6:00 PM. Unanimous vote.*

*Respectfully submitted,*

*Kevin Rudden, Clerk*

*MINUTES APPROVED: 01/07/2019*