***MINUTES OF MEETING---------------------------------------------------JANUARY 9, 2018***

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

*Motion made by Kevin and Ken steps down as Chairman to approve the minutes of December 5, 2017. Unanimous vote.*

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

*The Board signs the Fiscal Year 2018 Real Estate and Personal Property Tax Warrant.*

*The Board signs the Fiscal Year 2018 Omitted Assessments for Personal Property Tax Warrants for Miscoe Solar, BWC Mystic River Solar and BWC Wading River.*

*The Board signs the Prepayment Real Estate Tax Warrants for December 26, 27, and 28, 2017.*

*The Board signs the FY2018 end of month Real Estate Tax Exemption Report.*

*The Board signs the Chapter 61A Roll Back Tax Warrant for Peter Hawkes for the property located at 50 Park Street.*

*Principal Assessor Jean Berthold advises the Board that a resident from Butler Road contacted her regarding their FY18 assessment. After review and investigation, it was discovered that an error had been made on the land values for several properties on Butler Road. Motion made by Kevin and seconded by Sue to correct the valuations, process the necessary abatements and forward the corrected documents to the affected taxpayers. Unanimous vote.*

*The Board discusses a Motor Vehicle Abatement previously denied. Motion made by Kevin and seconded by Sue to abate a 2013 motor vehicle excise bill for Richard P. Michel, registration #343AY1 . Unanimous vote.*

*The Board discusses a new laser measuring device. Motion made by Kevin and seconded by Sue to purchase the Disto D810 laser measuring device. Unanimous vote.*

*Kevin discusses his desire to attend Assessors MAAO Course #6 in March. Ken to attend MAAO Course 1 this winter.*

*Ken and Jean discuss field work and the process moving forward.*

*Respectfully submitted,*

*Kevin Rudden, Clerk*

 *MINUTES APPROVED – 2/6/2018*