***MINUTES OF MEETING------------------------------------------------OCTOBER 16, 2017***

*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 Susan and seconded by Kevin to approve the minutes of September 19, 2017. Unanimous vote.*

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

*The Board signs Motor Vehicle Excise Warrant 2017-05.*

*The Board signs the 2017 Farm Animal Excise Warrant.*

*The Board has decided to request the Special Town Meeting article for Overlay funding to be passed over. Instead the Board wishes to raise and appropriate the amount of $50,000 on the Fiscal Year 2018 recap sheet.*

*Motion made by Kevin and seconded by Sue to adjourn the meeting at 6:30PM in order to attend the Selectmen’s meeting to discuss the Overlay funding and requesting the Selectmen to initiate a process which will mandate that the Assessor’s Office have sign off authority on all Occupancy Permits and Certificates of Completion. Unanimous vote.*

*Ken, Sue and Jean attend the Selectmen’s meeting and advise the Board that they will be passing over the Overlay Article at the November Special Town Meeting as they have decided to raise and appropriate the $50K amount on the FY18 Recap Sheet. Ken advises that it is the Assessors who determine what the level of funding should be in this account and our advising them is a courtesy.*

*Ken discusses the request to have the Selectmen set a policy mandating that the Assessors have sign off ability on all Occupancy Permits and Certificates of Completion. A lengthy conversation ensues with the Board of Selectmen and Building Inspector Tim Aicardi resulting in the Selectmen voting to initiate the full policy as requested by the Assessors.*

*The Board returns to the Assessor’s Office. Motion made by Sue and Ken steps down as Chairman to second to adjourn the meeting at 8:00PM.*

*Respectfully submitted,*

*Kevin Rudden, Clerk*

 *MINUTES APPROVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*