

Office of the Board of Assessors
P.O. Box 7
74 Hopedale Street
Hopedale, MA 01747
Teresa M. Gonsalves, Principal Assessor
tgonsalves.hopedale@comcast.net
Tel. (508) 634-2203 x224 FAX (508) 634-2200

to

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Meeting: January 23, 2015
Starting at 12.02 PM

Attending: Don Howes, Lisa Alberto and Teri Gonsalves

Minutes taken by: T. Gonsalves

Meeting Items:

Minutes approved for December 15, 2014

Minutes approved for January 9, 2015

Executive Minutes approved for December 15, 2014

Discussion was held regarding the clerk's open position and combining the position of the Assessing Clerk with that of a Building Clerk and what requirements will be needed to fill the position. The Board and the Building Inspector will meet on or about February 9, 2015 to discuss a combined job description. Combining the clerk's position in the Assessor's Office with a building clerk has been discussed with the Town Coordinator and is felt this would be a good example of sharing departmental functions.

The budget was reviewed and will be presented to the Finance Committee on January 24, 2015. The BOA Chair and the Principal Assessor will be attending the meeting.

Motor Vehicle Excise Notice of Commitment and Assessors Warrant to Collector (Commitment 2015-01) was signed

Motor Vehicle Excise Notice of Commitment and Assessors Warrant to Collector (Commitment 2014-07) was signed

Other topics not anticipated prior to posting the agenda: A discussion regarding the Assessor's Information that is available on line. Ownership information is not available and it was brought to the Principal Assessor's attention that someone may be looking for this information during non business hours. This may be discussed further at a future meeting if requested by the taxpayer.

Executive Meeting: Start 12:25 PM

Chair Lisa Alberto, made a motion to move to Executive Session at 12:25 PM to reconvene this was seconded by Donald Howes and approved by the Board members Donald W. Howes and Lisa Alberto Executive session was entered into to comply with or act under the authority of any MA G.L. Chapter 59 § 5 or any other statute requiring confidentiality of these records

Retuned to open session 12:35 PM

The following exemption applications were reviewed and approved:

140 Mill St (17D)

38 Hill St (41C)

113 Freedom St (41C)

Meeting adjourned at 12:40 PM