Minutes of meeting of June 10, 2019. Meeting was called to order at 9:05 a.m. Present at meeting were Mr. Kevin Taougher, Ms. Lynn Masson, Mr. Thomas Reidy and Mrs. Melissa Couture Rimbold.

Mrs. Couture Rimbold asked the board to reorganize. Mr. Taougher opened the floor for nominations. Mr. Reidy nominated Mr. Taougher for chairman. No other nominations were heard. Nominations were closed and Mr. Reidy made a motion to make Mr. Taougher chairman. Motion seconded by Ms. Masson. Motion passes 3-0. Mr. Taougher then nominated Mr. Reidy for clerk. No other nominations were heard. Nominations were closed and Mr. Taougher made a motion to make Mr. Reidy clerk. Motion seconded by Ms. Masson. Motion passes 3-0. Ms. Masson is member by default. Mrs. Couture Rimbold stated she would notify the Town Clerk.

Ms. Masson made a motion to accept the minutes from the meeting of May 13, 2019 as written. Mr. Reidy seconded the motion. Motion passes 3-0.

Mrs. Couture Rimbold informed the board that there are the following bills for payment:
- Melissa Couture Rimbold - $78.40 for mileage reimbursement month of May.
- Vision Government Solutions - $22,100 for the Vision software upgrade

Ms. Masson made a motion to approve the bills payable as presented totaling $22,178.40. Motion seconded by Mr. Reidy. Motion passes 3-0.

Old Business:
Mrs. Couture Rimbold stated that the exemption analysis is still a work in progress.

New Business:
Mrs. Couture Rimbold provided the board with the monthly abatement reports for May. She stated there are seven (7) reports as follows:
- 2019 boat excise, 5 transactions totaling the amount of $182.20
- 2019 motor vehicle excise, 73 transactions totaling the amount of $7,323.89
- 2018 motor vehicle excise, 12 transactions totaling the amount of $1,450.88
- 2017 motor vehicle excise, 4 transactions totaling the amount of $623.54
- 2016 real estate (tax title), 2 transactions totaling the amount of $21.84
- 2015 real estate (tax title), 2 transactions totaling the amount of $21.32
- 2014 real estate (tax title), 2 transactions totaling the amount of $20.51

Ms. Masson made a motion to approve the monthly abatement reports for May as presented. Motion seconded by Mr. Reidy. Motion passes 3-0.

Mrs. Couture Rimbold provided the board with an update on the Fiscal 2020 recertification of values. She stated the Department of Revenue field representative is out doing a data quality study of sales and some elected officials properties.

Mrs. Couture Rimbold informed the board that she is in receipt of a new Chapter 61 application, however it will not take effect until fiscal 2021 due to the effective date of the certification by the state forester.
She requested that the board chair sign the certificates so they can be sent back to the appropriate parties. She stated she will bring the lien etc. to a future meeting for signature.

Mrs. Couture Rimbold provided a copy of the fiscal 2019 budget to date.

Mrs. Couture Rimbold stated that there is a request from the Town Accountant to transfer an amount of $13,375.00 from the overlay account to overlay surplus. She explained that the overlay was inflated by this amount and needed to be transferred for correction purposes. Ms. Masson made a motion to transfer $13,375.00 from the overlay account to overlay surplus. Motion seconded by Mr. Reidy. Motion passes 3-0.

Executive Session:
ES2019AB14
Mr. Taugher made a motion to go into executive session to comply with the provisions of Chapter 59 Section 60 to approve minutes relative to applications for abatement. (Exception #7) Mr. Taugher stated that the open session of the board would reconvene after the executive session.

Members voted as follows:
Chair, Kevin Taugher, Aye
Clerk, Thomas Reidy, Aye
Member, Lynn Masson, Aye

Members recessed to executive session at 9:32 a.m.

Members returned to open session at 9:33 a.m.

Ms. Masson made a motion to reconvene open session. Motion seconded by Mr. Reidy. Motion passes 3-0.

Associate Assessor report:
Mrs. Couture Rimbold informed the board that she passed Course 6 (held in Monson).

Mrs. Couture Rimbold requested to attend a data analysis class to be held Tuesday, July 8. Members agreed.

Mrs. Couture Rimbold informed the board she sent out three (3) year quote requests for the cyclical data collection program. She stated she received two (2) responses as follows:

<table>
<thead>
<tr>
<th>Vision Government Solutions</th>
<th>Residential with photos (no data entry) $26.50/per parcel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bishop &amp; Associates</td>
<td>Commercial with photos (no data entry) $45.50/per parcel</td>
</tr>
<tr>
<td></td>
<td>Residential with photos (no data entry) $21.00/per parcel</td>
</tr>
</tbody>
</table>

She stated she has not yet had time to type up the contract or notify Bishop and Associates that they are being awarded the contract.

Mrs. Couture Rimbold informed the board that she has once again been invited to teach at the annual Assessor’s school at Umass. She asked the board if they would have any issue as the office would need to be closed. She went on to state that the Town Administrator was already made aware and does not foresee any problems. The board concurred.

Mrs. Couture Rimbold then provided the board with updates on the following items:
• Vision upgrade – all items have been delivered. She has not yet had time to dive into the software but will be running old and new version tandem for possibly a year.
• PBE’s – all processes have been completed including meetings and ratings.
• Fire District #1 Treasurer – Monica Walton has given her notice and the Prudential Board has appointed Ira Brezinsky as temporary Clerk/Treasurer. Mr. Taugher gave a more detailed update.

Meeting Schedule:
Mrs. Couture Rimbold stated the next regular meeting should be June 24 however she is on vacation. Therefore, the next meeting will be held on Monday, July 8, 2019 at 9:00 a.m.

Other Business:
None

Adjournment:
Ms. Masson made a motion to adjourn. Motion seconded by Mr. Reidy. Motion passes 3-0.

Meeting adjourned at 9:56 a.m.

Respectfully submitted,

Melissa L. Couture Rimbold
Associate Assessor

List of documents reviewed during meeting

<table>
<thead>
<tr>
<th>Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minutes</td>
<td>Associate Assessor files</td>
</tr>
<tr>
<td>Bills payable</td>
<td>Assistant to Associate Assessor files</td>
</tr>
<tr>
<td>May monthly reports</td>
<td>Report files (vault)</td>
</tr>
<tr>
<td>Chapter 61 application/certificate - Gustafson</td>
<td>Chapterland files (vault)</td>
</tr>
<tr>
<td>Fiscal 2019 budget to date</td>
<td>Associate Assessor files</td>
</tr>
<tr>
<td>Data collection quotes</td>
<td>Associate Assessor files</td>
</tr>
</tbody>
</table>