November 27, 2019

Minutes of meeting of November 27, 2019. Meeting was called to order at 9:01 a.m. Present at meeting were Mr. Kevin Taugher, Ms. Lynn Masson, Mr. Thomas Reidy and Mrs. Melissa Couture Rimbold.

Mr. Reidy made a motion to accept the minutes from the meeting of October 28, 2019 as written. Ms. Masson seconded the motion. Motion passes 3-0.

Mrs. Couture Rimbold informed the board that there are the following bills for payment:
- CAI, $950.00, staff site on website
- Melissa Couture Rimbold, $78.40, mileage reimbursement

Mr. Reidy made a motion to approve the bills payable as presented totaling $1,028.40. Motion seconded by Ms. Masson. 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 October. She stated there are three (3) reports as follows:
- 2017 motor vehicle excise, 2 transactions totaling the amount of $273.40
- 2018 motor vehicle excise, 2 transactions totaling the amount of $149.80
- 2019 motor vehicle excise, 36 transactions totaling the amount of $2,530.65

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

Mrs. Couture Rimbold provided the board with an update on the fiscal 2020 property recertification (a.k.a. revaluation). She stated that preliminary certification of property values was received from Department of Revenue (DOR) on November 15 which afforded the office to provide public disclosure of such values from November 19 through November 25. She stated that the information was available within the office, on the website, and at the Public Library. Final valuation changes were then submitted back to DOR for review on November 26 and final certification was received on November 27 along with approval of new growth. She indicated the Selectboard could now proceed with the Classification Hearing as advertised on December 3.

Mrs. Couture Rimbold informed the board that the final growth number as approved for fiscal 2020 is $271,245. She pointed out to the board however, that for next year there are no new subdivisions or condominium developments approved and the growth number will most likely be much lower. She then reviewed the tax rate recap and supporting forms and documents with the board for the Town and both Fire Districts. She requested that they sign the hard copies and reminded the board to electronically sign prior to Tuesday. All members signed.

Mrs. Couture Rimbold then reviewed the Classification Hearing packet with the board. The board indicated no changes and for it to be forwarded to the Selectboard.
Associate Assessor report:
Mrs. Couture Rimbold informed the board that she has not yet received the fiscal 2021 budget documents however she noted there would be a decrease to the departmental budget due to the change in the revaluation cycle from three (3) to five (5) years.

Mrs. Couture Rimbold informed the board although she has not yet received a request she has completed the fiscal 2019 annual report for the board’s review. She asked if there were any edits or requested changes. There was one edit. Mr. Reidy made a motion to accept the fiscal 2019 annual report as amended. Motion seconded by Ms. Masson. Motion carries 3-0.

Meeting Schedule:
Mrs. Couture Rimbold stated the next regular meeting should be December 9th however, she feels the office would be better served to hold the later monthly meeting only. The board decided they would hold their next meeting on December 23 at 9:00 a.m.

Other Business:
none

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

Meeting adjourned at 10:32 a.m.

Respectfully submitted,

Melissa L. Couture Rimbold
Associate Assessor

List of documents reviewed during meeting

<table>
<thead>
<tr>
<th>Document</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>October monthly reports</td>
<td>Report files (vault)</td>
</tr>
<tr>
<td>Notice of prelim/final certification</td>
<td>Associate Assessor files</td>
</tr>
<tr>
<td>Fiscal 2020 tax recap forms and supporting documents</td>
<td>Tax rate files (vault)</td>
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<tr>
<td>Fiscal 2020 Classification Hearing packet</td>
<td>Classification files (vault)</td>
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<tr>
<td>Fiscal 2019 annual report</td>
<td>Associate Assessor files</td>
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