

**Board Members Present:** Thomas Shearer, Chair; Robert MacEwen and Alice Lord

**Also Present:** Bethany Walker, Assessors Clerk

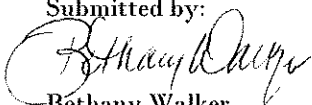
**Board Member(s) Absent:** None

Tom Shearer called the Board of Assessors meeting to order at 6:00pm.

- **Review and Approval of Minutes**
  - A motion was made by Shearer, seconded by Lord and **VOTED** unanimously to approve the 11/17/2015 minutes as presented. (Tax Hearing)
  - A motion was made by Shearer, seconded by Lord and **VOTED** unanimously to approve the 11/19/2015 minutes as presented.
- **Motor Vehicle Excise**
  - Abatements received to date were reviewed and approved
  - The month end list for November was calculated and approved
  - Commitment and Warrant for MV #6 2015 was signed by BOA
- **Real Estate/Personal Property**
  - Walker reported that Duane Adams (Mayflower Valuation, LTD) turned in the requested material to complete the last steps of awarding the bid for FY17 Assessing services to Mayflower.
  - Chapter Land Notice of Action forms for all applicants approved were signed.
  - FY16 Real Estate, Personal Property and CPA Warrants and Commitments were signed by the BOA
  - Attorney Ellen Hutchinson had requested a conference call on Tuesday November 24<sup>th</sup> at 9am. An agenda was posted in the event two or more board members would be present, however, only Shearer and Town Administrator Brian Noble (and Walker) were present for the conference call. Walker cancelled meeting due to lack of quorum. Hutchinson gave a tentative time line for the First Light ATB case.
- **Budget**
  - Received balance sheet from town accountant showing balances thru to the end of November; no areas of concern
  - FY17 budget was turned into the Finance Committee; Shearer will be contacted by Lois Stearns (FINCOM Chair) about a date to present budget in front of FINCOM.
- **Bills**
  - No bills
- **Mail**
  - No additional mail other than applications for MV abatements
- **Next Meeting**
  - January 13, 2016 next regular scheduled monthly meeting, 6pm

A motion was made by Lord, seconded by MacEwen and **VOTED** unanimously to adjourn the Board of Assessors Meeting. Meeting adjourned at 6:47 pm

Submitted by:

  
Bethany Walker  
Assessors Clerk

Approved On: 1-13-2016

