

**Town of Ashby**  
**Office of the Board of Assessors**  
**Agenda for the Meeting on February 1, 2012**

**Place of Meeting:** Town Hall

**Time of Meeting:** 7:30 P.M.

<b>Members Present:</b>	_____ <b>Oliver Mutch</b>	<b>Chairman</b>
	_____ <b>Melissa Coyle</b>	<b>Member</b>
	_____ <b>Charles Perna</b>	<b>Member</b>
	_____ <b>Harald Scheid</b>	<b>Regional Assessor</b>
	_____ <b>Linda Couture</b>	<b>Associate Assessor</b>
	_____ <b>Lois Raymond</b>	<b>Administrative Assistant</b>

1. Read and approve minutes of the January 4<sup>th</sup>, 2012 meeting
2. Review current budget balances
  - a. To –Date
3. Board review and Approval of **MVE** Warrants and Abatements  
Documents to approve and sign:
  - a. MVE Abatement(s)
  - b. Motor Vehicle Warrant(s)
4. Board review and Approval of **Real Estate** Warrants, Abatements, Exemptions, Etc...  
Documents to approve and sign:
  - a. Real Estate Abatement(s)
  - b. Real Estate Warrant(s)
  - c. Real Estate Exemption(s)
  - d. Chapter Application(s)
  - e. Renewal of Forest Management Plan(s)
  - f. Chapter Land Lien / Release
5. Board review and Approval of **Personal Property** Abatements  
Documents to approve and sign:
  - a. Personal Property Abatement(s)
6. Board review and Approval of **Payables**  
Documents to approve and sign:
  - a. Contracts
  - b. Payables
7. Regional Assessor Update
  - a. Harald's meeting with Doug
    - i. funding our part of the GIS synchronization work
    - ii. On going inspections
    - iii. Other discussion points
  - b. Other Updates

8. General Discussion
  - a. Class 101 – ongoing  
Letter to DOR
  - b. Clerk – Barb Covering
    - i. Monday March 3<sup>rd</sup>  
Should we reschedule our next Meeting?
    - ii. Vacation March 23 - 31
  - c. Other?
  - d. **Next Meeting – March ?? , 2011 - 7:30 PM**
  
9. Adjournment