

**Town of Ashby**  
**Office of the Board of Assessors**  
**Minutes for the Meeting on January 4, 2012**

**Place of Meeting:** Town Hall

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

<b>Members Present:</b>	<input checked="" type="checkbox"/> Oliver Mutch	<b>Chairman</b>
	<input checked="" type="checkbox"/> Melissa Coyle	<b>Member</b>
	<input checked="" type="checkbox"/> Charles Perna	<b>Member</b>
	<input checked="" type="checkbox"/> Harald Scheid	<b>Regional Assessor</b>
	<input type="checkbox"/> Linda Couture	<b>Associate Assessor</b>
	<input checked="" type="checkbox"/> Lois Raymond	<b>Administrative Assistant</b>

1. Read and approve minutes of the December 7<sup>th</sup>, 2011 meeting  
*Minutes were read and approved*
2. Review current budget balances
  - a. To –Date  
*All budget lines seem appropriate for the anticipated expenses*
3. Board review and Approval of **MVE** Warrants and Abatements  
Documents to approve and sign:
  - a. MVE Abatement(s) – **December 01** - *Approved and Signed*
  - b. Motor Vehicle Warrant(s) – **None**
4. Board review and Approval of **Real Estate** Warrants, Abatements, Exemptions, Etc...  
Documents to approve and sign:
  - a. Real Estate Abatement(s) – **None**
  - b. Real Estate Warrant(s) – **Fiscal Year 2012 Actual** - *Approved and Signed*  
– **Fiscal Year 2012 Personal Property**  
– *Approved and Signed*  
– **Fiscal Year 2012 Title V** - *Approved and Signed*  
– **Fiscal Year 2012 Fitchburg Water Dept**  
– *Approved and Signed*
  - c. Real Estate Exemption(s) – **Statutory Exemption (1)**  
– **TWP December 01** - *Approved and Signed*
  - d. Chapter Application(s) – **None**
  - e. Renewal of Forest Management Plan(s) – **None**
  - f. Discussion:  
722 – Wasteland Issue  
*Harald to look at the CAMA Tables and Values*  
*Need to do Administrative Abatements on the 2 properties that have land coded as “waste land”*  
*Harald fixed the tables and revalued the properties.*  
*Lois will contact tax payers now and submit abatements at next meeting*
  - g. *Cathy Kristofferson dropped off an affidavit of continuance from the Ashby Conservation Commission to be filed.*
5. Board review and Approval of **Personal Property** Abatements  
Documents to approve and sign:
  - a. Personal Property Abatement(s) – **None**

- b. Discussion:  
Administrative Abatement(s)  
*2 tax payers had identified huge discrepancies in their 2012 Personal Property Values. Then Lois identified more by comparing 2011 values to 2012. Harald will review the accounts, but the board indicated that Administrative Abatements should be processed for the current accounts. Any subsequent complaints should go through the normal abatement application process.*

6. Board review and Approval of **Payables**

Documents to approve and sign:

- a. Contracts – **None**
- b. Payables – **FY 2012 Community Software Consortium**  
*- Approved and Signed*

7. Regional Assessor Update

- a. Certification granted Monday December 12, 2011
- b. Tax Classification Hearing with BOS December 12, 2011
- c. Tax Rate \$16.42 / 1000
- d. Email to Doug Briggs concerning GIS for Ashby  
*Harald has a meeting with Doug to discuss this \$20,000 to \$30,000 worth of free work is available but we need to find approximately \$4,100 to have Cartographics fix the text layer of our maps.*
- e. Letter to BOS from MassGIS
- f. Annual Report
- g. Assessors Brochure
- h. Other Updates  
*This has been a difficult year working with the state for recertification but that is now behind us. Looking ahead Harald would like to discuss periodic inspections. DOR requires inspections every 9 years. C= Complete Inspection : X = Exterior only  
Harald will discuss with Doug  
Abatement Season is upon us, we will see what the response is this year.*

8. General Discussion

- a. Class 101 – ongoing  
Letter to DOR
- b. Clerk – Barb Covering
  - i. Friday Appts
  - ii. Vacation March 23 - 31
- c. Other?
- d. **Next Meeting – February 1<sup>st</sup>, 2012 - 7:30 PM**

9. Adjournment *Adjourned at 8:10 PM*

*Respectfully submitted,*

**Lois Raymond**

Administrative Assistant - For the Board of Assessors

Signed this 1<sup>st</sup> day of February, 2012

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