

ASSESSORS MEETING

TOWN HALL

ROOM 202

September 8, 2009

The meeting was called to order at 4 p.m. Present were Anne Dunn, Tom Donnelly and Nancy Shea of the Board and Asst. Assessor James Judge.

The Board approved the minutes of the meeting of July 21, 2009.

The Board reviewed and signed various office bills and circulated newsletters.

The Board circulated and signed the acknowledgement of the Town's Discriminatory Harassment Policy.

The Board reviewed the Assessor Qualification Summary and bulletins from Mass DOR regarding Local Option Excise Revenue and an up-coming municipal law seminar.

The Board noted that it had responded by memo to the inquiry from the Finance Committee concerning Overlay Balances and that the FinCom appeared satisfied with that response.

The Board reviewed a proposed Tax Map Maintenance Contract from Cartographic Associates, Inc. Mr. Judge reported that we had been able to obtain a decrease in the cost of printing maps which will offset the increased cost of preparing updated master maps. Chairwoman Dunn asked whether it would be possible to put the maps in a "PDF" file so that they would be accessible to the public from the Town website. Mr. Judge will look into getting this done.

Mr. Judge reported that he is working with our software vendor Vision in an attempt to have Vision host an on-line version of the Town's data base at little or no cost, for a trial period. Mr. Judge will keep the Board posted on these efforts.

The Board discussed outreach efforts to ensure that the public is aware that applications for exemptions are now available for FY2010. The office staff has done an extensive mailing to seniors, veterans and other potentially qualified individuals. Nancy Shea proposed holding an exemption forum at an upcoming Senior Luncheon and Mr. Judge agreed to schedule the event. The Board also agreed to prepare a notice for the Kingston Reporter reminding property owners that applications for exemptions are now being accepted for FY2010.

The next meeting of the Board was scheduled for October 20, 2009 at 4:00 p.m.

There being no further business the meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Nancy C. Shea