

Minutes

Board of Assessors

Room 105

Tuesday, December 19, 2023

5:00 PM

The meeting convened at 5:10 PM. Present were Jeffrey Marshall, chair, Mary Greendale and Stephen Wang. Staff: Kevin Rudden and Sherrie Bates.

1. Mary Greendale made a motion, seconded by Stephen Wang, to approve the regular session and executive session minutes for the December 12, 2023 meeting . The motion carried 3-0-0.
2. Mary Greendale made a motion, seconded by Stephen Wang, to approve the 2023 Motor Vehicle Excise Tax Commitment #6 in the amount of \$47,196.19. The motion carried 3-0-0.
3. Mary Greendale made a motion at 5:15 PM., seconded by Stephen Wang, to enter into an executive session to discuss confidential exemption applications, with the intent to return to public session. A roll call vote was taken, and the motion carried 3-0-0.
4. The board returned to public session at 5:35 PM. Mary Greendale made a motion, seconded by Stephen Wang, to ratify the actions taken during the executive session. The motion carried 3-0-0.
5. Kevin Rudden told board members he would have a draft of the board's proposed Fiscal Year 2025 department budget ready for them to review during the first week of January, 2024. Mary Greendale suggested e-mailing it to board members in advance of the next board meeting.

6. Kevin Rudden said he would be sending Town Administrator Travis Ahern and Treasurer/Collector Christopher Heymanns a memo explaining the steps needed to include all exemptions in the third and fourth quarter property tax bills in Fiscal Year 2025.
7. The board set its next meeting date as January 9, 2024.

Mary Greendale made a motion at 6:00 PM, seconded by Stephen Wang, to adjourn the meeting. The motion carried 3-0-0.

Documents Discussed:

- Minutes of December 12, 2023 meeting
- Minutes of December 12, 2023 executive session