

Minutes

Board of Assessors

Room 105

Tuesday, December 5, 2023

5:00 PM

The meeting convened at 5:00PM. Present were Jeffrey Marshall, chair (arrived at 5:10 PM), Mary Greendale and Stephen Wang. Staff: Kevin Rudden and Sherrie Bates.

1. Mary Greendale made a motion at 5:02 PM., seconded by Stephen Wang, to enter into an executive session to discuss confidential exemption application and Chapter 61 applications, with the intent to return to public session. A roll call vote was taken, and the motion carried 2-0-1 (Jeffrey Marshall had not yet arrived).
2. The board returned to public session at 5:30 PM. Stephen Wang made a motion, seconded by Mary Greendale, to ratify the actions taken during the executive session. The motion carried 3-0-0.
3. Mary Greendale made a motion, seconded by Jeffrey Marshall, to approve the regular session and executive session minutes for the November 21, 2023 meeting . The motion carried 2-0-1 (Stephen Wang did not attend those meetings).
4. Stephen Wang left the meeting at 5:30 PM.
5. Kevin Rudden told board members he had submitted his annual self-review to Jeffrey Marshall and to Town Administrator Travis Ahern. The next steps in the review process are for Jeffrey Marshall to work with the other two board members to develop their review, and then to forward the board's collective review at to Travis Ahern.
6. Kevin Rudden said the proposed schedule for the Fiscal Year 2025 budget process had been issued by Travis Ahern, and that he wanted to know if the proposed February 13,

2024 meeting date with the Finance Committee was OK with the board and also whether the proposed 11:20 AM meeting on February 17, 2024 meeting with the Select Board was OK. Jeffrey Marshall said his schedule was OK with the Finance Committee meeting date. Discussion took place on whether the board wanted to present to the Select Board, but no final decision was reached.

7. The board and staff members discussed the Fiscal Year 2024 tax rate-setting process and how to improve it going forward.

Mary Greendale made a motion at 7:00 PM, seconded by Jeffrey Marshall, to adjourn the meeting. The motion carried 2-0-1 (Stephen Wang had already left the meeting).

Documents Discussed:

- Minutes of November 21, 2023 meeting
- Minutes of November 21, 2023 executive session
- “draft FY2025 budget schedule(s)” e-mail from Travis Ahern dated December 5, 2023