

Minutes

Board of Assessors

Room 105

Tuesday, December 12, 2023

5:00 PM

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

1. Mary Greendale made a motion, seconded by Jeffrey Marshall, to approve the regular session and executive session minutes for the December 5, 2023 meeting . The motion carried 2-0-0 (Stephen Wang did not attend the meetings).
2. Mary Greendale made a motion at 5:11 PM., seconded by Jeffrey Marshall, to enter into an executive session to discuss confidential exemption applications and Chapter 61 applications, with the intent to return to public session. A roll call vote was taken, and the motion carried 2-0-0.
3. The board returned to public session at 5:15 PM. Mary Greendale made a motion, seconded by Jeffrey Marshall, to ratify the actions taken during the executive session. The motion carried 2-0-0.
4. Kevin Rudden reminded board members they needed to agree on his annual review and forward that collective review to Town Administrator Travis Ahern.
5. Board members agreed with Kevin Rudden's suggestion that the board's proposed Fiscal Year 2025 department budget seek no increases other than inflationary costs for existing items and salaries. Mary Greendale asked him to check the Fiscal Year 2024 budget request and include a progress report on items included in it. Jeffrey Marshall asked that the list of contractors funded under the "Professional Services" category be broken out and included on the budget request sheet.

Kevin Rudden was directed to get a draft budget request to board members as soon as possible in early January, 2024, so that they could have ample time to review it prior to the January 19, 2024 submission date.

6. Staff and board members discussed the recent Select Board action to rename a portion of Lowland Street to Fawn Road and what steps needed to be taken by Assessors and the homeowners involved to carry out that change.

Mary Greendale made a motion at 5:50 PM, seconded by Jeffrey Marshall, to adjourn the meeting. The motion carried 2-0-0.

Documents Discussed:

- Minutes of December 5, 2023 meeting
- Minutes of December 5, 2023 executive session
- “draft FY2025 budget schedule(s)” e-mail from Travis Ahern dated December 5, 2023 and “FY2025 Budget Preparation Packet” e-mail from Travis Ahern dated December 10, 2023
- “Fawn Road” e-mail from Travis Ahern dated December 12, 2023