

**Middlefield Board of Assessors Minutes**  
**May 19, 2010**

Open meeting

**Board members present:**

Gita Jozsef  
Laura Lafreniere  
John Richardson

**Minutes:**

Meeting called to order at 7:40 pm.

Accepted the May 5 minutes, as read.

Reviewed the mail.

Gita Jozsef was voted in as chair and Laura Lafreniere as secretary of the Board.

Laura Lafreniere was appointed as Assistant Assessor.

Discussed the cyclical re-inspection progress. Agreed first to follow up with buildings where property owners were not present to grant Mayflower access to do interior inspections.

Agreed to submit a public notice posting to the Country Journal, stating that on Saturday mornings between 9 and 11am John Richardson will be taking frontal view digital photographs of buildings with no photos, or photos of poor quality, as part of the Board's continuing updates of property records.

As per recommendations of DOR field review representatives:

- The Board will deduct from RMV commitments the excise tax of exempt vehicles before issuing warrants and committing them to the Tax Collector and Town Accountant
- The tax collector and assessors will review real estate and excise tax bills before mailing them

Prepared documents and reports for the May 28 working meeting with DOR field representative Jeff Reynolds and appraiser Harald Scheid.

Meeting adjourned at 8:15 pm.

Respectfully submitted,

Board of Assessors