

Middlefield Board of Assessors Meeting
January 18, 2014
Open Meeting

Board members present:

Gita Jozsef, Chair
Laura Lafreniere, Secretary
Janine Savoy

Minutes:

Meeting called to order at 9:30 am.

Reviewed the mail.

Gita motioned to go into Executive Session to review the FY2014 Exemption applications. Business meeting to reconvene after Executive Session. Laurie seconded it, All voted in favor.

Meeting adjourned at 9:35 am.

Called to order to resume the business meeting at 9:43 am.

Reviewed minutes from November 19th and December 7th. Gita made a motion to accept the November 19th minutes. Janine seconded it, all voted in favor. Gita made a motion to accept the December 7th minutes. Janine seconded it, all voted in favor.

Reviewed December 19, 2013 minutes. Janine brought to the table the 2013 Annual Town meeting minutes and a printout of open meeting laws, insisting that we have to post all documents on line with the minutes.

Gita handed out a printout from Attorney General's web training guide, video #5, <http://www.mass.gov/ago/government-resources/open-meeting-law/video-trainings/> that interprets the laws on meeting minutes and records:

Documents and exhibits used by public body must be retained by the public body but do not need to be physically stored with the minutes

Janine wanted to refer it to town counsel for opinion. Gita made a motion to approve the December 19th minutes, Janine second it. All were in favor.

Janine brought up the second computer that is not working in office. She is not able to check the emails and asked to have computer repaired. Laura explained that we already tried to repair the computer, replaced the hard drive and it still doesn't work half the time and that maybe we look into buying a new computer, but our expense budget had been cut at town meeting. Gita suggested to set up a password for Janine on the main computer so she can read the emails.

Reviewed and signed chapter land applications.

Discussed the Data Collection Manual (DCM) that Janine put together. Gita told the board that she reviewed Janine's manual draft. In her draft, Janine used the codes that are not compatible with the State CAMA program. Gita advised Janine that we voted at the July 18, 2013 meeting to use the Framingham Data Collection Manual as a model since they use the same CAMA program, and our DOR Field Supervisor agreed as well. Janine said she worked for a long time on it and showed Laurie. Laurie said that she looked at it quickly. Gita suggested to have a workshop to work on the manual. Janine made a motion. Laurie seconded, all in favor.

Janine complained that we don't show her anything. Gita replied that she already tried but she always finds a reason not to do the work. (See 5/15/2013 minutes "Gita offered to show Janine how to go online to research deeds to find surveys to use for updating tax maps.") Janine said that her attorney and the Ethics Commission told her not to work on Town maps. Gita told Janine that there are other roads besides Harry Pease Rd and that she wants to see their recommendations in writing. Laurie emphasized again that they are Assessors' tax maps not town road maps. Janine said she gave us a statement that Marge Batorski had signed. Laurie said that Marge signed what Janine wrote, not her attorney's letter telling her that she can't work on Assessors' tax maps. Gita told her again that she wants to see in writing from her attorney and the Ethics Commission that she can't work on any of the Assessors' tax maps.

Janine motioned to adjourn the meeting. Laurie seconded it, All voted in favor.

Meeting adjourned at 10:25 am

Respectfully submitted,

Laura Lafreniere, Secretary