

Middlefield Board of Assessors Meeting

Saturday August 25, 2018

Open Meeting

Board Members Present: Laura Lafreniere, Chair; Tamarin Laurel, Secretary; Tonya Santaniello, member.

[also attending: none]

Meeting called to order at 9:40am

Mail/ Email: No mail, just emails about 2 conferences to attend: What's New in Municipal Law, day-long in Holyoke Thurs 10/4; and Statewide Municipal Partnerships, daylong in Worcester Mon 9/24. Tamarin will go. [TL went Holyoke, not Worcester. TL & LL went to BCAA 10/18]

Minutes: Approved minutes from May 18, 2018. Laurie moved, Tonya 2nd, 3 aye.

Schedule and tasks for remaining year & prep for software conversion: Laurie said the Chapter 61 Applications will be mailed out by her soon. Tamarin said that in keeping with best practices suggested by Assessing class teachers and other more experienced Assessors, Middlefield should streamline the amount of work our Clerk does –by getting Chapterland applicants used to being responsible for applications and deadlines. Board agreed.

The hallway wall has Chapter 61 applications. The Town Website Assessors page needs clear links for downloading them for those who prefer remote access. Laurie will talk to Steve Harris about getting links and information on website. She will add a notice to this year's mailing about it being the last time forms will be mailed.

For cyclical inspections of homes –inside and out—Thursday evening still seemed a convenient time for current board members.

Meeting adjourned at 10:20am

Respectfully submitted,

Tamarin Laurel