

Minutes of November 1,2018 Assessors Meeting at Town Hall

Meeting commenced at 5:10 pm

Members present: Bill Cosel, Al Wilcox, Michael Curtin, Evelyn Robinson

Voted to accept minutes from previous meeting

New Business:

Signed FY19 contract with Paul S. Kapinos & Associates Inc.

Signed MV abatements for years 2001 to 2006 for Uncollectible Excises for a total of \$945.41

The Selectboard has scheduled the Classification Hearing for Thursday, November 15 at 1:00 pm.

It was requested by Molly Curtin-Schaefer that the Board discuss future storage of Commitment Books, which are currently on-site in the old Schoolhouse (in plastic tubs). These records are permanent and the Selectboard is seeking storage solutions. Two recommendations are purchasing a vault or, off-site storage with climate control. The vault presents the question of where to place the vault. Off-site storage needs research into cost. Bill Cosel to cost-out off-site climate controlled storage as a temporary solution to store and preserve the BOA records. A long term solution is having the records digitized. The BOA understands that the Town has received a Grant for this purpose and would like the Selectboard to consider including the Assessors commitment Records, when this project is underway. Bill Cosel to compose a letter to the Selectboard to this affect.

Also, there is still the unsolved problem of where to put the insulated fire-resistant file cabinets. Currently, two "old" file cabinets are in the Assessors office, allowing easy access. The present space does not allow for the extra weight of the insulated cabinets. The Board sees no solution other than relocating the office to the opposite side of the stage where the weight of the cabinets would not be an issue.

Meeting adjourned at 5:45 pm