



Town of West Boylston

Office of the Board of Assessors

140 Worcester Street
West Boylston, MA 01583

Meeting Minutes

October 24, 2019 at 6:30 PM

Located in the 1st Floor Conference Room

Attending: Bradford Dunn (Chairman), Dennis Fitzpatrick (Member), Jim Swalec (Member), Harald Scheid (RRG President), Heather Cheney (RRG Assessor), and Diane Peterson (RRG Assessor)

Absent: Not Applicable

Welcome / Call to order by Chairman Bradford Dunn at 6:31 p.m.

Reviewed July 18, 2019 meeting minutes, the BOA voted to accept as printed.

Signatures on following documents:

- Motor Vehicle Abatements – September 2019
- Chapter Land – Report for Board of Selectman; November list for approvals
- Exemptions received to date were reviewed and approved by the BOA. There was one denial.
- RE & PP uncollectable accounts requested by the Treasurer.
- Vouchers for payables
- Other, BOA signed the accounting form for authorized signature (Heather Cheney, Associate Assessor) Bradford Dunn made a motion to approve, Dennis Fitzpatrick seconded the motion, voted to agree to have it signed, unanimous consent

The BOA was presented with the option to have one member approve all expenses / payables. The BOA voted not to have one member approve all expenses and have it remain the same, which is to have all members review. The BOA will take this under advisement in the future.

The BOA voted to update the BOA Administrative email to Assessors@westboylston-ma.gov. Jim Swalec made a motion to approve, Dennis Fitzpatrick seconded the motion, unanimous consent


Harald Scheid, Regional Resource Group (RRG), President reviewed RRG's staffing and presented to the BOA to have RRG staff the Administrative Assessor position. It was indicated that it would be 4 mornings a week, totaling approximately 14 hours. A contract for consideration will be sent to the Town Administrator.

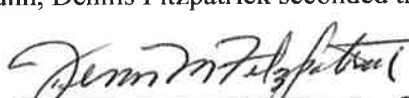
Sales Review of 2018 was presented to the BOA in preparations for the LA3.

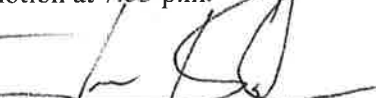
Classification Hearing is scheduled for Wednesday, November 20, 2019.

Next scheduled meeting Monday, November 4, 2019

Motion to adjourn by Bradford Dunn, Dennis Fitzpatrick seconded the motion at 7:53 p.m.


Bradford Dunn, Chairman


Dennis Fitzpatrick, Member


Jim Swalec, Member

11-4-19