

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
February 23, 2015

Called to order at 3:00 p.m. by Bill Lattrell, with Brian DeVriese, and the Assessors (Margo Newton, Alice Wozniak, and Dick Gallup present.)

Reviewed Agenda: No Changes.

Joint Meeting with Board of Assessors:

FY16 Budget Request: Increase requested for Assessor's Expense to cover training. Assessor's Software is moving target due to upgrades, updates, licensing fee for customer support. Consultant Fee will be needed. They will provide a figure soon – estimated \$3,000.

Legacy Issues: Roughly 50% completed on deed project. Tax maps are updated yearly. 50% updating property deeds, book & page references.

Goals/Objectives: Will be done with full Board.

- Cyclical Re-Inspections: Upgrades mandated – currently being done.
- Property Database on Town Website: Can be done through Cartographic, Inc. Cost is about \$1,800/year. Perhaps add to budget next year.
- Other: There are services that review transitions from Assessors to Collector and make communication easier – prevents conflict. Cost is approximately \$9,800 initially and then \$1,800 annually.
- IT: Coordinate so that Assessors get on Carbonite Cloud back-up.

3:45 p.m. Alice Wozniak left meeting.

Proposed Assistant Assessor Position:

Reviewed preliminary job description. Questions remain about process abatements and collectibles.

Grade for salary. Both Board of Assessors and Select Board will complete forms and then reconvene to review.

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 4:15 p.m.

Next meeting scheduled for February 24, 2015 at 7 p.m. (Special Town Meeting)

Respectfully submitted,

Bill Lattrell
Select Board Secretary