

WESTPORT ASSESSORS AGENDA – October 1, 2018

6:00 P.M. TOWN HALL – ASSESSORS OFFICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A SECTION 20

Authorized Person: Sharon M. Potter, Office Manager

The Chairman reasonably anticipates the following items will be discussed:

Pledge of Allegiance

6:00 p.m. Call meeting to order

6:01 p.m. Approve:

1 Items for discussion and possible vote:

A Monthly Reports abatement Motor Vehicle & Boat Excise September, 2018

B Chapter 61A – Forest Management Plan – approved last year, however certificate was not signed by Chairman (required – 3 copies)

C Warrant Bristol County Assessment – to be submitted to County Treasurer

2 Approve Minutes of meeting September 4, 2018

6:10 p.m. Meet with Board of Selectmen re: Introduce applicant for Senior Clerk position, Elizabeth Edwards for approval of the position

6:25 p.m. Correspondence acknowledged and/or action

Letter from Tax Collector re: requesting abatements of Personal Property Tax and Boat excise tax – uncollected taxes

Mass. Assessors Association re: Legislative Committee request (deadline was 9/25/2018) if we have identified a law that does not work for Assessors, in its present form. This was to make the Legislative Committee aware of the issue

Department of Revenue via email – Prior to tax rate setting process, it is required that a letter of authorization be signed by the Board, granting permission for Ellis and Sharon to submit certain forms such as LA3 (Sales), LA13 (New Growth), LA4 (Parcel count) in Gateway Software – Letter drafted for your signatures.

Department of Revenue re: Letter of acknowledgment that Michael Castro has successfully completed the Classification Workshop – online Course 101. We now have majority of Board qualified to classify properties

Town Administrator, Tim King re: Report to Department Heads at meeting held on 9/15/2018 (I was ill)

on Revenue and Expenditure picture for Fiscal 2020 and the preparation of Fiscal 2020 Budget by 10/26/2018

Topics not reasonably anticipated forty-eight (48) hours in advance of meeting. Board members suggestions for future agenda, discussion, action

6:35 p.m. Vote to go to Executive Session – Roll Call Taken – In accordance with Mass. General Laws, Chapter 30A, Section 21, Reason to consider is:

Approval of Minutes of Executive Session meeting held September 4, 2018
September 13, 2018

Approve letters to applicants interviewed for Senior Clerk and ready for signatures

Other personnel matters

Update on Fiscal 2019 Revaluation

ADJOURNMENT