

**Board of Assessors**  
**Town of Merrimac**  
**Meeting Minutes**

May 1, 2019

**I. Meeting Called to Order:**

Chairman Edward R. Davis called to order the regular meeting of the Board of Assessors at 10:00 a.m. on Wednesday, May 1, 2019 in Room C, at the Merrimac Town Hall.

**II. Present:**

Chairman Edward Davis, Member, William Pollman, Secretary, and Heather Roche, Assessor Clerk were present.

**III. Approval of minutes**

The minutes of the meeting of March 6, 2019 were corrected to reflect that the list of names and addresses of those who applied for an abatement were not publicized but retained on record in the Assessor's Office as prescribed by law. Also, the minutes of April 3 were corrected by changing the word "basis" to "base" in the second paragraph of Open Items.

Open Items

Board Members signed the Motor Vehicle Excise Abatements following the review of the valuation determination of each application.

As part of the Clerk's update, it was discussed that the permits were to be completed by the Assessors by May 24, providing enough time for Heather to complete the data entry in ample time. Also, a Supplementals check list for use in the field was provided.

It was discussed that the Assessors would be assessing patios. Patios have become extremely elaborate and add to the value of the properties. Neighborhood codes were also discussed. In reviewing the property card of Mr. Lay an error was found and corrected.

The next meeting was scheduled for 10:00 a.m. June 7, 2019 in Meeting Room C at Town Hall.

**IV. Adjournment –**

The meeting was adjourned at 12:04 p.m.

Respectfully submitted,

William A. Pollman, Secretary