

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

July 11, 2019

I. Meeting Called to Order:

Chairman Edward R. Davis called to order the regular meeting of the Board of Assessors at 10:05 a.m. on Thursday, July 11, 2019 in Room C, at the Merrimac Town Hall.

II. Present:

Chairman Edward Davis, Members, Joyce Clohecy, William Pollman, Secretary, and Heather Roche, Assessor Clerk were present.

III. Approval of Minutes

The minutes of the meeting of June 7, 2019 were approved as written.

Open Items

Board Members signed the Motor Vehicle Excise Abatements following the review of the valuation determination of each application and calculation adjustments made as necessary.

The corrected abatements for Gerald Lay were voted and approved unanimously by the Board in accordance with the agreement with the taxpayer and notification to the ATB.

As part of the Clerk's update, the Revaluation Certification review was discussed as well as the scheduling for completion of the Cyclical Inspections as required by the Mass DOR. Ed and Bill were to complete the cyclical by the end of July with the first week in August as a "cushion" for completion. The computation forms for determining the payroll for the assessor's field work and other work involvement were discussed. Bill Pollman provided the assessors with a computerized form that simplifies keeping track of the hours simplified and accuracy for submission.

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

IV. Adjournment –

The meeting was adjourned at 11:28 a.m.

Respectfully submitted,

William A. Pollman, Secretary