

**BOARD OF  
ASSESSORS  
MEETING  
MINUTES**

**December 27, 2017**

**Town Hall 1 Main St., Upton, MA 01568**

**Chairman James Earl, Assessor Kelly McElreath, Assessor  
William Taylor, Department Coordinator, Tracey Tardy**

1 The meeting, located at 1 Main St Upton MA, Ground floor conference room, called to  
2 order by Assessor McElreath at 4:11 p.m. Second: Chairman Taylor, unanimous vote by  
3 the Board

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5 Attendees: Chairman Bill Taylor, Assessor McElreath, Assessor Earl, Department  
6 Coordinator Tracey Tardy

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8 Motion made by Assessor McElreath to accept the meeting minutes from 12/5/17.  
9 Second Chairman Taylor, unanimous vote of the Board with Assessor Earl

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11 Motion made by Assessor McElreath to approved Motor vehicle abatement application  
12 and certificates. Second: Chairman Taylor, unanimous vote of the Board with Assessor  
13 Earl

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15 Motion to approve Vouchers, unanimous vote of the Board

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17 November & December permits were reviewed

18  
19 December deeds were reviewed and the Warren Group sales report

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21 Motion made by Assessor McElreath to accept and sign the real estate and personal  
22 property, CPA, water & sewer liens commitment. Second: Chairman Taylor, unanimous  
23 vote of the Board with Assessor Earl.

24  
25 CAI contract (our mapping vendor) was reviewed and will be given to the Town  
26 Manager for approval

27  
28 Assessor McElreath and the Department Coordinator will work on the budget and  
29 annual report. They will be sent to the other Board members for review before sending  
30 to the Selectmen's office.

31  
32 Chairman Taylor updated the Board on the tax title report that was requested by the  
33 Treasurer/ Collector. Chairman Taylor has pulled all the deeds for the Upton owned  
34 parcels and reviewed them to make sure they are properly coded. A note will be placed  
35 next to some of the tax takings as to what is happening with the land. I.E. one was  
36 found to be a road that a deed may need to be recorded. Others were taken but in  
37 doing research should have been deeded to the town for open space. Etc... The list will  
38 but updated and distributed to the Town Manager and Collector by Friday 12/29/17.

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40 The next meeting is scheduled for January 3, 2018 @ 4:00 p.m.

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42 Meeting adjourned @ 4:43 p.m. unanimous vote of the Board.

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45 Respectfully Submitted,

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48 Tracey Tardy, Department Coordinator

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