

**BOARD OF
ASSESSORS
MEETING
MINUTES**

May 24, 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 4:12 p.m. Second: Chairman Taylor, unanimous
3 Assessor Earl
4
- 5 Attendees: Chairman Bill Taylor, Assessor McElreath, Assessor Earl and Department
6 Coordinator Tracey Tardy
7
- 8 Motion made by Assessor McElreath to accept the meeting minutes from 5/9/17.
9 Second Chairman Taylor, unanimous Assessor Earl
10
- 11 Abutters list for 5 Spruce St & 7 West Main St were certified
12
- 13 Review of the building permits for April
14
- 15 Review of the deeds for April and the Waren Group sales report
16
- 17 Motion made by Assessor McElreath to approved Motor vehicle abatement application
18 and certificates. Second: Assessor Earl, unanimous Chairman Taylor
19
- 20 Motion to approve Vouchers, unanimous vote by Board
21
- 22 The GIS data /map project is being tabled until a future meeting. Chairman Taylor will
23 review and get back to other Board members to discuss
24
- 25 The MDM-1 report for exemptions approved by the Board and will be submitted to the
26 state on May 25, 2017 by the Dept. Coordinator so the town will be eligible to receive
27 some of the funds back.
28
- 29 The Department Coordinator let the Board know that the preliminary billing file (extract
30 file) has been sent to Vadar and values were verified and matched the LA4 report it will
31 be going to the Treasurer/ Collectors office next week.
32
- 33 Wet land project was tabled until a future meeting.
34
- 35 A review of the Accountants monthly report was done and the Department Coordinator
36 balanced to his figures
37
- 38 Linda Melanson of 11 Fieldstone had requested that the Board take another look at her
39 denial letter and neighborhood. Chairman Taylor will send the information he has
40 collected on the units for Fieldstone and Assessor McElreath will contact Ms. Melanson.
41

42 Request was made for the Department Coordinator to write a memo to the Planning
43 Board to check when they are approving lots to be split to be sure if a lot is broken out it
44 adheres to the zone in that area. Or it should have to be left in common with the
45 mother lot or one of the other parcel split from it.

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47 Meeting adjourned to executive session @ 4:39 p.m.

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50 Respectfully Submitted,

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53 Tracey Tardy, Department Coordinator

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