

BOARD OF ASSESSORS  
52 MAIN STREET  
MILFORD, MA 01757  
1-508-634-2306

**MINUTES DECEMBER 16, 2014**

The meeting opened at 10::00 A.M. in room 14

Present:

Joseph Niro

Joseph Arcudi

Jennifer Sclar, Clerk

Priscilla Hogan, outgoing Assessor/Administrator

Absent: Samuel Bonasoro, Chairman

OLD BUSINESS

The Board reviewed the minutes from the November 17, 2014 Board Meeting. A motion was made by Joseph Niro to approve the minutes as written. The motion was seconded by Joseph Arcudi. The motion passed.

NEW BUSINESS

The Board reviewed and signed the November monthly report for 2015 Real Estate exemptions in the amount of \$141,813.25.

The Board reviewed and signed the November monthly report for 2015 Real Estate abatements for the Senior Work-off Program in the amount of \$16,999.76.

The Board reviewed and signed the monthly report for November for 2014 Motor Vehicle Excise abatements in the amount of \$2,143.53.

The Board reviewed and signed the November monthly report for 2012 Motor Vehicle Excise abatements in the amount of \$45.00.

The Board reviewed and signed the Warrant & Commitment for 2015 Real Estate, Personal Property, Sewer Liens, Sewer Interest and I & E Liens.

The Board reviewed and signed the True List of Commitment statement to include with the 2015 printed real and personal property commitment book.

The Board signed 2015 bills totaling \$2,154.57.

The Board signed attendance for week ending 12/13/2014 and payroll for week ending 12/24/2014.

The Board reviewed the job descriptions for the Lister/Data Collector and Assessor/Administrator. A motion was made by Joseph Niro and seconded by Joseph Arcudi to submit additional language to the Personnel Board for both positions to further describe the occupational risks associated with property inspections, especially when entering homes alone, and to further define the work environment and potential exposures.

The Board reviewed and signed the Assessor's Notice for Personal Property to be posted in the Assessors' Office and the Post Office.

The Board discussed the newly created Finance Director's role and confirmed that the Assessors' Office staff will continue to report to the Board of Assessors.

The Board discussed the hours of operation for the Assessors' Office. A motion was made by Joseph Arcudi to have office hours of 8:30 to 4:30. The motion was seconded by Joseph Niro. The motion passed.

A motion was made by Joseph Niro to go into executive session at 11:30 a.m. to approve the minutes from the previous executive session, discuss exemptions and return to open session at the completion. The motion was seconded by Joseph Arcudi. The motion passed.

Returned to open session at 12:15 p.m.

The next Board meeting will be on January 20, 2015 at 10:00 a.m.

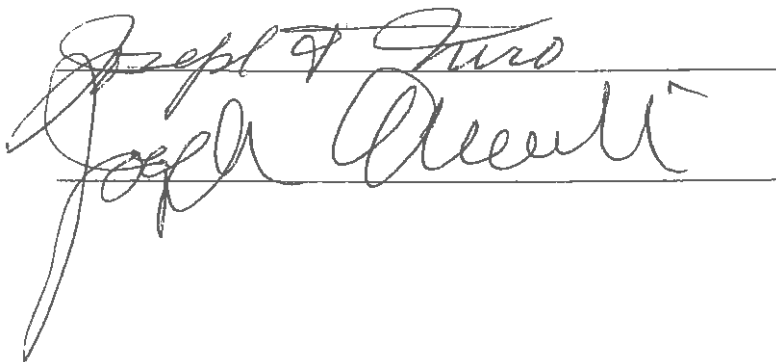
A motion was made by Joseph Niro to adjourn at 12:20 p.m. The motion was seconded by Joseph Arcudi. The motion passed.

Respectfully submitted,



Jennifer Sclar,  
Clerk

Cc: Selectmen



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