



TOWN OF MILFORD BOARD OF ASSESSORS

Joseph F. Niro, Chairman

Samuel J. Bonasoro
Joseph F. Arcudi

Jennifer M. Sclar, MAA
Assessor/Administrator

MINUTES DECEMBER 15, 2015

The meeting opened at 2:00 P.M. in room 14

Present:

Joseph Niro

Joseph Arcudi

Samuel Bonasoro

Jennifer Sclar, Assessor/Administrator

OLD BUSINESS

The Board reviewed the minutes from the November 16, 2015 Meeting. A motion to accept the minutes was made by Joe Arcudi and seconded by Joe Niro. The motion passed unanimously.

The Board met with Lawney Tinio from Worldband to discuss the security of the Assessors' Office data. Lawney explained that they are no longer using backup tapes because they can be demagnetized and are not reliable. He went on to say that they are using a backup with a four disc array. The data is mirrored on all drives and notifications of any disc failure are sent from the server to Worldband for replacement. Incremental backups are done daily. All data is also backed up at the library. Joe Arcudi expressed that the data must have absolute protection. He also asked what protocol would be followed in the event Worldband no longer was employed. Lawney explained that email notifications would need to change to whomever the new administrator would be and that the Town has possession of the data already. Lawney ensured the Board there is enough staff to deploy support as needed to both the school and town. Lawney advised the Board that additional backups currently done by Patriot is no longer necessary.

Sam Bonasoro made a motion to discontinue monthly backups with Patriot. The motion was seconded by Joe Arcudi. The motion passed unanimously.

NEW BUSINESS

Jennifer informed the Board that all bills files have been converted and sent to the Tax Collector for processing and printing bills. All voted exemptions and senior work off abatements have been posted so the third and fourth quarter bills will reflect those credits. The Board signed the warrants to collect actual real estate taxes and liens for FY2016 as follows:

Real Estate	\$56,852,666.43
Personal Property	\$ 3,235,574.83
Sewer Liens	\$ 246,117.35
Sewer Lien committed interest	\$ 27,288.01
Income and Expense Liens	\$ 53,650.00

The Board of Assessors signed the commitment book statement to be placed in the back of the book.



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The Board discussed street numbering. Street numbers are assigned by the Building Inspector per the Milford Town Bylaws. As part of the annual map update process, Jennifer assigns map and lot numbers to newly recorded plans and gets street numbers from the Building Inspector to label on the plans so Applied Geographics can make the appropriate changes. This year a lot was created between 77 and 79 Purchase Street. The number provided by the Building Inspector for the new lot was 71. In an effort to maintain continuity of street numbering Jennifer asked for 77 ½ for emergency services. John Erickson stated that the post office did not want letters or half numbers and 71 was available. Jennifer called the post office and spoke with Karen. Karen assured Jen that half numbers were the preferred method and that letters were discouraged. Jennifer asked John to meet and discuss this issue further.

Sam Bonasoro made a motion to label the street number 77 ½ and for Jen to follow up with John on this issue. Joe Arcudi seconded this motion. The motion passed unanimously.

Jennifer explained to the Board the post office may be able to provide the Town with a list of properties and addresses used by them. The post office is researching if there is a fee involved. The Board will review this list before further review of the street numbering process involving the Assessors' Office. The Board would like John to come to the next Board Meeting in January.

A motion was made by Joe Niro to go into executive session at 2:50 P.M. to review abatements and exemptions. The Board will return to open session upon completion. The motion was seconded by Joe Arcudi. The motion passed unanimously.

The Board returned to open session at 3:40 P.M.

SET MEETING DATES

The next meeting was scheduled for January 12, 2016 at 10:00 A.M.

A motion was made by Joe Niro to adjourn at 3:45 P.M. The motion was seconded by Sam Bonasoro. The motion passed unanimously.

Respectfully submitted,

Jennifer Sclar, Clerk

Cc: Selectmen