

**ASSESSOR'S OFFICE
TOWN OF HOLLAND**

Minutes of Meeting Held October 9, 2018

Meeting Open: 6:05 p.m.

Present: JoAnne Higgins, Diane Rhodes Gregoire, Cynthia Poirier, Christian Petersen

Appointments: None

Meeting Minutes:

Minutes of meeting held on September 10, 2018 were presented, motion made by Cynthia Poirier to accept and sign as amended, 2nd by Christian Petersen. Voted 3-0.

Signatures:

The Board signed monthly list of MV Excise Abatements granted in September Levy of 2018 \$182.30.

The Board signed 2018 and 2019 Personal Property Abatement by 8 of 58 requests from Tax Collector for uncollectable taxes.

The Board signed 10 Chapter 61A applications and Notices of Action, under various clauses.

The Board signed Notice of Commitment and Warrant to Collect MV Excise Tax 5th Commitment of 2018 \$13,471.60.

The Board reviewed documents that required signatures. Motion made by Cynthia Poirier to sign, 2nd by Diane Rhodes Gregoire. Voted 3-0.

Discussion/Review:

The Board noted VISION software maintenance agreement was executed, 1st payment due upon signing, 2nd payment due upon installation. Installation is scheduled for spring 2020.

The Board noted FY19 RECAP forms LA-4 and LA-13 have been entered into GATEWAY and are approved by DOR. The remaining pages of the RECAP will be completed and the Tax Classification hearing will take place at the Selectmen's Meeting on November 6, 2018.

The Board noted DOR GATEWAY user names and passwords must be set up so each person can go in and sign the RECAP forms.

The Board further discussed Chapter Land properties.

The Board noted ATB Appeal Letter sent to Appellee.

The Board noted VISION User Group Conference V8 Training.

Correspondence:

The next scheduled meeting is on Tuesday, October 23, 2018 @ 6:00 p.m.

Having no further business a motion was made by Christian Petersen to adjourn, 2nd by Diane Rhodes Gregoire. Voted 3-0.

Meeting Adjourned: 7:20 p.m

Respectfully Submitted By: Diane Rhodes Gregoire, Clerk