

BOARD OF ASSESSORS' MEETING MINUTES

Meeting Date: February 02, 2021 6:30 P.M.

Meeting held as posted VIA REMOTE PARTICAPATION

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Access Code: 473-589-861

Meeting Opened at 6:44 p.m. called to order by Cynthia Poirier

Attendance: by Roll Call - Cynthia Poirier, Diane Rhodes Gregoire and JoAnne Higgins

The Board reviewed the proposed FY22 Budget for the department as prepared by Ms. Higgins.

Several comparable communities and salary survey results were visited and discussed by the Board.

In planning for the FY22 Budget the position of Principal Assessor will need to be examined in preparation of Ms. Higgins retirement in the spring of 2022. The Board concluded that the salary is in line with the current like communities but at minimum the office should be staffed for 30 to 35 hours maximum to allow for a smooth transition with some duplicity in staff for training purposes.

The Board asked Ms. Higgins to complete the current Budget request for presentation at the upcoming Finance Committee meeting adding the request to fund the position for 35 Hours and increases in expenses and vendor Increases.

Ms. Poirier will attend the Finance Committee meeting with Ms. Higgins to offer explanation and answer any questions.

Office continues to be closed to the public until such time the Governor directs specific guidelines and the Board deems safe measures are in place due to Corona virus, remote access is being utilized and communications are being received and sent to and from the public and internal staff.

Motion made by Cynthia Poirier to adjourn Second by Diane Rhodes Gregoire Roll-call Vote Cynthia Poirier-Yes Diane Rhodes Gregoire - Yes Meeting adjourned at 7:18 P.M.

Respectfully submitted,
Cynthia Poirier, Assessor