

**ASSESSOR'S OFFICE  
TOWN OF HOLLAND**

Minutes of Meeting Held January 18, 2022

Meeting held as posted VIA Remote Participation

**Meeting Open:** 6:00 p.m.

**Present:** Cynthia Poirier, Diane Rhodes Gregoire, Karie Morehouse, JoAnne Higgins

**Absent:**

**Meeting Minutes:**  
None

**Signatures:**  
None

**Discussion/Review:**

The Board discussed FY2023 Budget planning: to prepare FY2023 Budget Request prior to meeting with Finance Committee.

New Line Items are as Follows:

- GIS Mapping and Web Hosting.
- Vision CAMA license agreement support and interim year adjustments.
- RRC Personal Property contract for Telecommunication and Utility Valuation.
- Re-Val Account to be raised on interim years including RRC Personal Property Accounts. Cyclical inspection costs # of parcels TBD.
- Amount to be encumbered by the Assessors who will draw as needed for cyclical inspections to remain current for upcoming recertification of values.
- Three per diem days of data entry at minimum should be included.

JoAnne to provide:

- Copy of 2020 recertification "contract" specifically the narrative of scope of services included.
- Bids on file from RFP for Recertification prior to 2020 contract.
- Extract of visit history from Vision in order for the Board to estimate and Budget number of parcels to be visited each year.
- Formal letter of resignation for upcoming retirement. Second request as Principal Assessor is still waiting for HCRB appointment.
- Meeting minutes will reflect March 31, 2022 as the retirement date as reported to the Board during this discussion.

**Correspondence:**  
None

The next scheduled meeting is on Tuesday, January 25, 2022 @ 6:00 p.m.

Having no further business a motion was made by Cynthia Poirier to adjourn, 2<sup>nd</sup> by Diane Rhodes Gregoire. Voted 3-0.

**Meeting Adjourned:** 7:15 p.m.

Respectfully Submitted By: Diane Rhodes Gregoire, Clerk