

**Sterling Board of Assessors
Room 109, Butterick Municipal Building, 1 Park St., Sterling MA 01564
Minutes of Meeting April 1, 2015**

**Present: Donlin Murray (Don), Chairman
Robert Cutler (Bob), Vice-Chairman
Harald Scheid (Harald), Contract Assessor (RRG/Regional Resource Group)
David Manzello (David), Regional Assessor (RRG/Regional Resource Group)
Debbie Dreyer (Debbie), Assistant to the Assessor**

**Meeting Opened at 7:32am
Roll Call & Approval of Agenda**

Donlin Murray aye, Robert Cutler aye - present along with Harald Scheid, David Manzello & Debbie. Bob made a motion to accept the agenda, 2nd by Don, all in favor, aye.

Review & accept previous minutes – 2/18/15 regular meeting minutes & 3/4/15 executive meeting. **Motion-** Don made a motion to approve both sets of minutes, 2nd by Bob, all in favor aye.

Payroll & Payables Signed

Special Tax Agreement – Don met with the Town Administrator & 2 representatives from Pandolf Perkins. Pandolf was very happy with the tax agreement proposed by the Assessors – they accepted it & were glad to have it resolved. The Town Administrator will contact Town Council to draw up a draft agreement to be signed by the Board of Selectmen. The Town Administrator has put a placeholder in for the warrant for Town Meeting.

CONTRACT REGIONAL ASSESSOR (RRG) UPDATE

There's been a request for information on our surpluses – we still need to make sure our numbers agree with the accountant's numbers. We have approximately \$162,000 in 6 years. The Board will release the years of 2009, 2010 & 2011 which equals about \$62,000. **Motion** – Don made a motion for the BOA to release funds from 2009, 2010 & 2011 to the Town General Fund- 2nd by Bob, all in favor aye. Harald asked the Board to authorize him to sign the document releasing the funds – Board granted the authorization.

Review Real Estate & Personal Property abatement applications – David presented the 4 remaining applications – 2 were approved & 2 are being held for further review & will be discussed at our next meeting.

Land Records – We're being required to convert all of our land records to reflect zoning of 2 acres base – Harald has a master file close to being built - we'll be bringing a programmer in to take the file & move all of that information into our database.

Building Permits – David's put together a list of permits & Ed Bonnell will be starting the building permit inspections next week.

Don will ask Jeanne how we can make arrangements to have all the new liens notarized.

Future agenda items: Remaining R.E. abatements

Next meeting for April 23rd @8:00am

Don moved to close the meeting, 2nd Bob, all in favor aye.

Meeting Adjourned at 8:22am

References: Abatement Log – RE Fiscal 2015 Sterling

Respectfully Submitted
Debbie Dreyer
Assistant to the Assessor