

Sterling Board of Assessors
Room 109, Butterick Municipal Building, 1 Park St., Sterling MA 01564
Minutes of Meeting December 16, 2019

Present: Donlin Murray (Don), Chairman
Richard Sheppard (Dick), Clerk
Robert Cutler (Bob) Member
David Manzello (David) Regional Assessor
Debbie Dreyer (Debbie) Assistant to the Assessor

Meeting Opened at 8:37am

Roll Call- Sheppard present, Cutler present, Murray present - along with David & Debbie

Approval of Agenda - MOTION: Dick made a motion to approve the agenda, 2nd
by Bob, all in favor, aye.

Payroll, Payables, any abatements, warrants signed.

NEW BUSINESS:

Approve previous meeting minutes: The minutes for 10/11/19 & 11/8/19 **MOTION:** Dick made a motion to approve the minutes as written, 2nd by Bob, all in favor aye.

MOTION: Dick made a motion to approve the minutes for 11/4/19 with the phrase "Continued at a future meeting" changed to read "To be continued at a future meeting" on *Discuss NEADS*, 2nd by Bob, all in favor aye.

MOTION: Dick made a motion to approve the minutes for 11/25/19 with the phrase "The advance posting was done in a timely manner" at the end of the RRG Update – Tax Classification, 2nd by Bob, all in favor aye.

Budget: The Board has reviewed the pending budget for fiscal year 2021. There's a few more numbers to be worked out before it's ready for presentation to the finance committee – further review at our next meeting.

Employee Performance Review: The Board along with Debbie & David discussed the review for this year in comparison to last year's, made some adjustments & all were in agreement of the final review which will be submitted to the Town Administrator.

RRG Update

Valuations: Everything's done - billing file's been uploaded to Collector & bills will be going out on time, updated the public information & GIS is updated.

Future agenda items: Budget, Abatements. Next mtg: 1/13/2020 @8:30am. Dick made a motion to adjourn the meeting @9:53am, 2nd by Bob, all in favor aye.

Respectfully submitted by Debbie Dreyer, Assistant to the Assessor