

The Board of Assessors met on Wednesday, September 20, 2017 at 6:00 p.m. Present were Chairman McCarthy, Clerk Smith, Member Bunker and Principal Assessor Donahue. Daniel & Denise Reyes, John Cruz, Deborah Cauley and Selectmen Anthony Kinahan were in attendance.

At the beginning of the meeting Ms. Jean Upton, Head Secretary to the Board of Assessors read a letter of resignation to the Board, giving the Board two weeks notification of her termination of employment with the Board. The Board commended Ms. Upton for her dedicated service to the Board of Assessors and wished her success and happiness in her new position as Delinquent Tax Collector in the West Bridgewater Treasurer/Collectors Office. The Principal Assessor also thanked Ms. Upton for her conscientiousness and wished her well in her continued service to the town of West Bridgewater.

The Board of Assessors reviewed the mail folder.

Clerk Smith made a motion to accept and approve the open session minutes of 09/06/17. The motion was seconded by Chairman McCarthy. Member Bunker requested more time to review the minutes before putting the motion to a vote.*

The Board reviewed and signed a warrant in the amount of \$250.66 and signed a second warrant in the amount of \$3,500.00 for the encumbrance for FY17 mapping revisions from Tighe & Bond.

The Principal Assessor informed the Board that he will further investigate the status of a Chapter Land Right of First Refusal Request before presenting it to the Board for disposition.

The Board discussed Member Bunker's request to establish a Public Participation Policy. The Principal Assessor will submit a proposed policy at the Board's next meeting.

Member Bunker inquired about the office hours of the Board of Assessors and was informed the hours are the same as town hall office hours.


The Board discussed Member Bunker's request to post previous Agendas on the Board's website. The Principal Assessor informed the Board that he had discussed the issue with the Board of Selectmen's Confidential Secretary, Ms. Tracy Altrich, who is in the process of revamping the town's website in order to streamline it and make it more user-friendly. The Principal Assessor stated that he would report back to the Board when he gathered more information on the matter.

The Board had a brief discussion regarding Member Bunker's request to establish a dress code. Chairman McCarthy and Clerk Smith found no reason to do so in light of the fact there is no dress code established for town of West Bridgewater employees.

Clerk Smith made a motion for the Board to enter into Executive Session, under Purpose 7, to discuss Applications for Abatement and pending Appellate Tax Board (ATB) cases, and not to reconvene into open session at the conclusion of the Executive Session. The motion was seconded and a roll call was taken as follows: Chairman McCarthy = affirmative, Clerk Smith = affirmative, Member Bunker = affirmative. The Board then entered Executive Session at 6:25 p.m..

I certify that the minutes of this meeting are true and accurate to the best of my recollection.

Respectfully submitted,


Cheryl A. Smith, Clerk

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WEST BRIDGEWATER, MA

*NOTE: The Board entered executive session without voting. The minutes were therefore placed on the 10/04/17 Agenda for approval.