

**TOWN OF CHARLTON**  
**MINUTES OF**  
**BOARD OF ASSESSORS MEETING**  
37 Main Street, Assessors Office  
TUESDAY Jan. 7, 2014

*Note: all documents discussed at meetings are to be considered an integral part of the se minutes and will be available through the Assessor's office*

Keith Johnson, Chairman – Present  
Richard Vaughan – Present  
Nancy Landry - Absent

Staff:  
Deborah Ceccarini – Director of Assessing – Present  
Janet Crockett- Present  
Amelia Morin-Present

Meeting came to order at 6:00pm  
No scheduled appointments

The Board signed the warrants, commitments, monthly reports and payroll.

- 1.) Reviewed process for Revaluation FY15 and contract w/Patriot Properties.
- 2.) Discussed MAAO Course 200, for new Assessors Location: Tewksbury MA in March
- 3.) Conflict of Interest Summary Acknowledgment of Receipt to be returned to Town Clerk.
- 4.) Signed release of 139 Colburn Road property from Ch.61A- no change in use
- 5.) Budget FY15 discussions
- 6.) Current forms out in the mail; Income and Expense for all leased properties, Personal property Forms of List, 2<sup>nd</sup> Homes Forms of List, Telecommunication Form of List.
- 7.) Motion made by R. Vaughan to accept minutes of Dec. 3<sup>rd</sup>. 2<sup>nd</sup> by K. Johnson

Adjourned at 7PM

DATE APPROVED: \_\_\_\_\_

APPROVED BY:

\_\_\_\_\_  
K. A. Johnson, Chairman

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Nancy E. Landry

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Dick Vaughan