

Board of Assessors  
**Minutes of December 16, 2019**

The meeting was called to order at 5:15pm. In attendance were Lee Gamache, Trish O’Kane and Kathy Keefe.

The Board signed bills, November monthly list of Motor Vehicle Abatements and Title V Warrant.

Trish O’Kane moved, Kathy Keefe 2<sup>nd</sup> to approve the Minutes of November 20, 2019

**Vote: 2-0**

**Accepted**

Trish O’Kane moved, Kathy Keefe 2<sup>nd</sup> to send Lee Gamache and Denice Alexander to the 2020-2021 USPAP 7 Hour Update on Friday, March 13, 2020 to be hosted by PCAA.

**Vote: 2-0**

**Accepted**

The Board reviewed the draft of the Board of Assessors Annual Report.

Lee Explained the PK contract re-alignment for FY 2021.

**Clause 22** Real Estate exemption for John Marquardt of 50 Arrowhead Dr. Trish O’Kane moved, Kathy Keefe 2<sup>nd</sup> to approve application.

**Vote: 2-0**

**Accepted**

Trish O’Kane moved, Kathy Keefe 2<sup>nd</sup> to adjourn the meeting at 5:40pm.

**Vote: 2-0**

**Accepted**