



THE TOWN OF  
HUBBARDSTON, MASSACHUSETTS  
*Office of the Board of Assessors*  
7 Main Street Unit 1  
Hubbardston, MA 01452  
(978) 928-1400 EXT. 203 FAX (978) 928-1402

Minutes of the Board of Assessors' Meeting held on **January 6th, 2014** in the Assessors' Office located in the Library Basement.

Members Present: John Prentiss (Chair), Albert Afonso (Member), William Homans (Member), Harald Scheid (RRG), Jeannette Elsevier (Clerk)

Board Members Absent: N/A  
Meeting brought to order at: 7:05 PM

The following documents were signed:

Real Estate Abatements – 2014  
1 Abatements Reviewed - 1 Granted  
LA3-LA4 and LA15 Tax Forms

The following discussions took place:

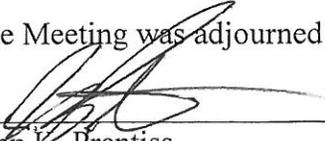
Harald Scheid (for the board) reviewed the property inspection time frame on occupancy permits in regards to supplemental billing. The time frame isn't based on a calendar year but the fiscal year. Inspections are usually performed in spring (for visual reasons) and if building isn't completed (by June 30<sup>th</sup>) a percentage of completion is documented on the field card.

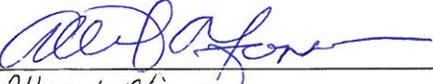
Harald Scheid reviewed an administrative abatement to be processed as a result of a computer issue. The property was coded correctly (as exempt) in system but still resulted in a tax billing. Harald recommends eliminating the property from the system and rebuilding it. John Prentiss (Chair) motioned the same motion agreed.

The BOA reviewed the FY2015 budget.

The next Board of Assessors Meeting is to be held on **Monday, January 27<sup>th</sup>, 2014** at 7:00 p.m. in the Assessors' Office located in the Library Basement.

The Meeting was adjourned at 7:55 p.m.

  
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John K. Prentiss

  
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Albert Afonso

  
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William Homans

Approved January 27<sup>h</sup>, 2014