

**TOWN OF DUNBARTON  
BOARD OF ASSESSORS  
MINUTES MEETING  
December 18, 2012**

**Present:** Timothy Terragni, Chairman  
Mary LaValley  
Bryan Clark

**Joseph Lessard and Scott Marsh from Municipal Resources, Inc. (MRI)**

**The meeting was called to order 7:05 PM.**

**Minutes:** It was noted for the record that the Minutes of the October 16, 2012 meeting were approved and signed on Thursday December 6, 2012.

**Assessing Board Assistant:** The Board needs to have an assessing assistant at the Town Hall to take care of the work that supports the Board of Assessors. This work was formerly done by the Town Administrator. The Board of Selectmen do not want the Town Administrator doing assessing duties and have stopped the Town Administrator from doing work that supports the Assessing Board.

**The Board met with Scott Marsh and Joe Lessard from MRI to discuss the job description, Department of Revenue Administration requirements, pay scale, qualifications, hours of work, advertisements, postings and other requirements involved with hiring an assessing assistant.**

**Invoices:**

- An invoice from Municipal Resources, Inc in the amount of \$191.50 for appraisal services was approved for payment.

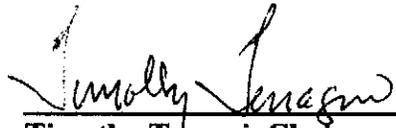
**Other:**

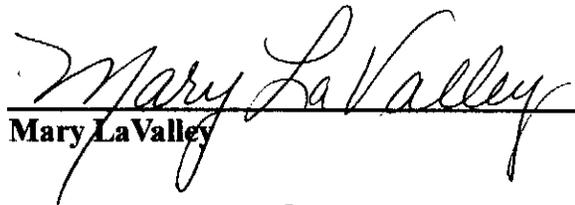
1. The Board reviewed Timber Tax procedure changes.
2. Correspondence from the town attorney with regard to Nicolaou vs Town of Dunbarton and Dunbarton vs Town of Dunbarton was reviewed.

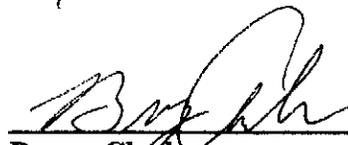
**Veterans Credit:** An application for a Veteran's Credit was received from Eric Weiss. This application was given to Scott Marsh from MRI for review.

**Appraisal Services Contract:** The contract for appraisal services with Municipal Resources, Inc. for the year 2013 was signed by the Board of Assessors.

**There being no further business, the meeting was adjourned at 8:40 pm.**

  
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**Timothy Terragi, Chairman**

  
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**Mary LaValley**

  
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**Bryan Clark**  
**Dunbarton Board of Assessors**

**Recorded by: Mary LaValley**  
**Transcribed by: Janice VandeBogart**