

BOARD OF ASSESSORS - TOWN OF PEMBROKE
MINUTES –March 11, 2019 – 5:30 pm meeting

Present:

Board Members

Elaine Boidi, MAA, Chair

Elizabeth Bates, MAA, Member

Mary Quill, MAA, Member

Catherine M. Salmon, MAA, Chief Assessor/Appraiser

Items Signed:

Property Tax Abatements

Property Tax Exemptions

Monthly Report of Abatements

Appointments: none.

E. Bates motions to open the meeting at 5:30 p.m. M. Quill 2nds. All in favor.

M. Quill motions to accept the minutes of the 2-25-19 BOA meeting as written.

E. Bates 2nds. All in favor.

Autopart International requests extension to file Form of List. Request received timely.

M. Quill motions to grant extension. E. Bates 2nds. All in favor.

Discussion regarding Charitable Organization filing of form 3ABC. Pembroke Historical Society did not file required form 3ABC by March 1, 2019. In order to be tax exempt an organization must meet all statutory requirements including necessary filing by March 1, 2019. PHS did not file. M. Quill motions to put the Pembroke Historical Society properties back on the tax roll for Fiscal Year 2020. E. Boidi 2nds. All in favor. E. Bates recuses herself from vote. CMS will send letter notify PHS that properties will be taxed in FY2020.

At 6:05 PM on a motion by E. Bates and seconded by M. Quill, the Board voted unanimously to go into executive session. The Board took up the consideration of a number of FY2019 Property Tax Abatement and Property Tax Exemption Applications. Upon completion of the executive session at 6:10 PM, E. Bates votes to affirm the votes in open session. M. Quill 2nds. All in favor.

CMS updates Board on proposed FY2020 budget. CMS sent BOA's request to Town Manager for copy of complete FY2020 proposed budget. Copy received and presented to BOA. Copy is original draft only. CMS has notified Town Manager of concerns. Town Manager has explained this is a first draft only and will be revised throughout March. BOA directs CMS to request updated copy of budget for their next meeting on 3-25-19.

M. Quill motions to adjourn the meeting at 6:45 p.m. E. Bates 2nds. All in favor.