



Minutes of the Brimfield Board of Assessors Meeting held July 12th, 2022

Meeting called to order at 3:07 PM by the Chair.

Members Present: Cynthia Keith Powers, Chair, and Carolyn Haley Member Absent: Robert Sullivan

Staff: Cynthia Poirier

- .53 The Board Reviewed the Meeting Minutes from the 06/28 Board of Assessors Meeting. Motion made by Carolyn Haley to sign as presented. Second by Cynthia Powers. All in favor. Motion carried.
- .54 The Board reviewed the department payroll and accounts payable. Motion made by Carolyn Haley to sign. Second by Cynthia Powers. All in favor. Motion carried.
- .55 Motor Vehicle and Trailer Excise Tax Abatement Applications, Certificate's and Report. Motion made by Carolyn Haley to sign. Second by Cynthia Powers. All in favor. Motion carried.
- .56 Omitted and Revised Assessment Report as submitted in the Gateway Portal. Motion made by Carolyn Haley to accept. Second by Cynthia Powers. All in favor. Motion carried.
- .57 8\$58 Abatement for Preliminary Tax Bill for parcels 3-B-9.1 and 12-A-29.11. The Board noted the billing calculations were inflated due to the Vadar accounting system using the total tax in addition to the roll-back tax. Motion made by Carolyn Haley to accept and sign. Second by Cynthia Powers. All in favor. Motion carried.
- .58 The Board signed the Motor Vehicle Excise Tax Commitment 2022-04 in the amount of ~~\$5,578.13~~ 22,635.01

Discussion:

Letters of interest for the Clerical Position. The Board had one letter of interest for the clerical position and will interview as posted after the general business of the meeting.

3:30 Interview A. Guillette

The Board welcomed Andrea Guillette to the meeting. Ms. Guillette presented her resume' and expressed her interest in serving as clerk for the Board of Assessors. Ms. Powers expressed that her education and experience serving as clerk for the Building Commissioner for the past two years was a great fit for the office. Ms. Haley was in agreement adding that having the knowledge of the building permits was key to the assessors for growth. Ms. Guillette stated she enjoys working for the town and is able to offer more time, including being flexible with her schedule.

The Board was in agreement that Ms. Guillette would be a welcomed addition.

Ms. Poirier concurred. The Board thanked Ms. Guillette for her interest and willingness to serve the department.

Motion made by Carolyn Haley to hire Andrea Guillette for the clerk position as posted.

Second by Cynthia Powers. All in favor. Motion carried. Ms. Poirier will meet with Andrea to discuss schedule.

Having no further business motion to adjourn was made by Carolyn Haley. Second by Cynthia Powers. All in favor. Meeting adjourned at 3:39 P.M.

BOARD OF ASSESSORS

Cynthia K Powers

Carolyn M Haley

Respectfully submitted,

Cynthia S Poirier
Cynthia S. Poirier
Principal Assessor

Robert P Sullivan