

**Town of
New Marlborough Board of Assessors
June 19, 2019**

Members present: Marsha A. Pshenishny, Chairman, Wendy Miller

Members not present: Freddy Friedman

The meeting was called to order at 9:02am.

The following items were reviewed, acted on and signed:

A. Minutes:

- a. The minutes of the May 22, 2019 meeting were approved as written.

B. Sign Notice for Summer Hours:

- a. Marsha presented Board with letter addressed to the Selectman regarding her proposed Summer hours Monday through Thursday from 7:00am to 12:00 Noon. These hours are in place until the start of the 2019-2020 school year in late August. Board Member Wendy Miller signed the letter with her Approval for the Summer Schedule effective immediately.

C. Discuss Ongoing Town Hall Cleanup:

- a. Marsha is continuing to clean up the Assessor's office. A request has been made to the State for approval of disposal some of the old files. A retention record guideline is provided by the state and is being followed.

D. Discuss Summer Schedule:

- a. Marsha informed us of her vacation schedule for the summer. She will be out of the office on Monday June 24, Tuesday June 25 and Thursday June 27. Wednesday June 26 Marsha will be attending The Spring Meeting of the Berkshire County Assessors Association for the roll-out training of the RMV Migration to the ATLAS System. Marsha plans to take two weeks' vacation from Monday July 29 returning to the office on Monday August 12.

E. Motor Vehicle & Trailer Excise Abatement Applications and Turnover:

- a. 2019 6/17/2019 – 6/17/2019 (6) \$313.76.

The next meeting will be held on Wednesday, July 10, 2019 at 9:00am at the Library. There being no further business the meeting adjourned 9:50am.

Respectfully submitted,

Wendy W. Miller

Wendy W. Miller, Secretary