

**Town of  
New Marlborough Board of Assessors  
July 10, 2019**

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

Members not present: Freddy Friedman

The meeting was called to order at 9:05am.

The following items were reviewed, acted on and signed:

A. Minutes:

- a. The minutes of the June 19, 2019 meeting were approved as written.

B. Discuss Assessor's Wages and Survey:

- a. After much research, time spent, performance review, recommendation by the Board of Assessors, and final discussion by the Board of Selectmen, the additional 2% increase to the already approved 3% increase has been approved for Assessor's Clerk, Marsha Pshenishny effective July 1, 2019. This reflects a total of 5% increase to her salary. This recommendation remains as originally voted and approved by the Board of Assessors' May 29, 2019.

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

- a. 2019 6/13/2019 – 6/13/2019 (1) \$194.79.
- b. 2019 7/10/2019 – 7/10/2019 (3) \$461.46.

D. Discuss Ongoing Town Hall Cleanup:

- a. Marsha is continuing to clean up the Assessor's office. Progress has been made since our last meeting on June 19, 2019. 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.

E. Discuss Summer Schedule:

- a. Marsha informed us that her vacation schedule for the summer has changed since the last notice given at the June 19, 2019 meeting. She will be out of the office on Monday, July 29th through Friday, August 2, 2019. She will be out of the office from August 12th through August 16, 2019.

F. Old Business/New Business:

- a. Marsha attended The Spring Meeting of the Berkshire County Assessors Association for the roll-out training of the RMV Migration to the ATLAS System. She said it was very informative and the new process is to be in place by September 2019.

The next meeting will be held on Wednesday, July 24, 2019 at 9:00am at the Library. There being no further business the meeting adjourned 9:55am.

Respectfully submitted,

*Wendy W. Miller*

Wendy W. Miller, Secretary