



**TOWN OF CHESTER BOARD OF SELECTMEN
WATER COMMISSIONERS & ZONING BOARD OF APPEALS
15 MIDDLEFIELD RD
CHESTER MA 01011**

MEETING MINUTES OF A JOINT MEETING WITH CHESTER ASSESSORS

Thursday, September 5, 2019 at 5:00pm

Selectmen present: John Baldasaro, Barbara P. Huntoon, James Higby

Assessors present: Duane Pease, Timothy Dunn, Gene Waters

Others present: Assessors Clerk Laura Lefreniere, Town Administrator Kathe Warden

Recording the meeting: Selectmen

John opened the meeting at 5:00pm. He welcomed the new members of the Board of Assessors and thanked them for applying for the position. Barbara and James also expressed their thanks. John asked Gene to open the bid package. The only bid submitted was from Regional Resources. Their bid was \$33,000 for the remainder of FY2020, \$33,825.00 for FY2021 and \$34,670.00 for FY2022. Laura read what the scope of work entailed for the contract and explained all the extra duties that are needed due to a revaluation year. John suggested adding a six month or one-year clause for reevaluating the scope of services performed.

Kathe said she wanted both boards to know the procedure that was used for requesting proposals. She sent out 19 requests for proposals to the vendors listed on the DOR website. Five responded they wanted bid proposals. Only one bid was submitted.

Duane said that he would like to review the proposal and Tim agreed with Duane. John said it was the Assessors who make the final decision on the proposal. John said he and the other Selectmen would support the Assessors decisions, that it is in the best interest of the Town to move forward.

Meeting adjourned at 5:30pm. The Assessors continued their meeting in the Assessors' office.

Respectfully submitted

Katherine Warden

John Baldasaro – Chair



Barbara P. Huntoon - Vice

James Higby -Clerk

There are 2 pages for September 5,2019 Select Board meeting