

APPROVED

**The Board of Assessors
Village of Arden
January 6, 2021**

The initial meeting of the 2021 Board of Assessors for the Village of Arden was held on January 6, 2021 by Zoom.

Present: Denis O'Regan, Elizabeth Varley, Deborah Ricard, Gary Quinton, Tom Wheeler, Brooke Bovard and John Scheflen

Denis O'Regan, the convenor, called the meeting to order at 7:00 PM.

The Assessors elected Deborah Ricard Chair and John Scheflen Secretary.

The Assessors established the following meeting schedule for 2021:

<u>Date</u>	<u>Time</u>	<u>Discussion Topics</u>
January 18	7:30 PM	Premises for assessment, the "A" rate and lot sizes
February 3	7:30 PM	"B" rate and accessory dwelling units
March 3	7:30 PM	Factors
April 7	7:30 PM	"C" and "D" rates
May 5	7:00 PM	Public meeting
	7:30 PM	Accessory dwelling units
June 2	7:00 PM	Public meeting
	7:30 PM	If needed
June 23	7:30 PM	If needed

Tom Wheeler reported that five of the Assessors had signed the oath of office and he had notarized them. He will meet with the remaining two Assessors (Brooke Bovard and John Scheflen) to notarize their oaths as soon as mutually convenient.

The Assessors discussed the process for obtaining information needed to establish a prudent reserve. They approved adding the Village Treasurer to the email list for the Assessors to improve communication. They discussed developing historical information on the size and use of prudent reserves established by previous Assessors to help the current Assessors establish a prudent reserve.

The meeting adjourned at 7:30 PM.

John Scheflen
Secretary