

SUBJECT TO APPROVAL

SOUTHBURY BOARD OF SELECTMEN

October 5, 2023

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Assessor, hereby awards the bid to perform personal property audit services on business oriented personal properties to Baron Appraisal Services, LLC of Cheshire, CT, in the amount of \$15,000 for 18 accounts.



**TOWN OF
SOUTHBURY
ASSESSOR'S OFFICE**

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Southbury, Connecticut 06488
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MEMORANDUM

DATE: October 2, 2023
TO: Board of Selectman
FROM: Darcel Peters, Assessor *Darcel Peters*
RE: RFP 2023-0906: Personal Property

Two bids were received on Friday, September 29, 2023. Present at the bid opening were myself, Rina Quijano, Noreen Thompson and Betsy Rosa.

Based on the bids received, it is our recommendation that the Personal Property Audit be performed by Baron Appraisal Services, LLC.

Baron Appraisal will provide a physical inspection of each location pertaining to the account, along with a thorough examination of tax documents and records to be provided by each account owner as required by the Town according to State Statute. The total fee to perform this option on 18 accounts is \$15,000.