

Pursuant to MGL 30A, S 18-25 all meeting notices must be filed and time stamped in the Town Clerk's office and posted at least 48 hrs prior to a scheduled meeting (excluding Sat, Sun, & holidays)



TOWN CLERK'S STAMP

MEETING NOTICE NAHANT BOARD OF ASSESSORS

MEETING TO BE HELD ON: **THURSDAY, 12, 2015**: OPENING AT: **7:30PM**

LOCATION: NAHANT ASSESSOR'S OFFICE-TOWN HALL: **334 NAHANT RD**

SIGNATURE OR AUTHORIZED PERSON & DATE: **SHEILA HAMBLETON**

AGENDA ITEMS

A. **Roll Call by Chairman:** MSR_____ DPH_____ MCK_____ SKH_____

Guest(s)attendance: _____

B. **Regular Business:** Including Department Of Revenue (DOR)

Administrative Responsibilities/ Assistant Assessor's reports: Meeting Notice; Approve Meeting Minutes Dated January 8th; Employee Attendance; Interdepartmental & General Correspondence; Emails; Boat Excise Status; Board of Assessors "Notice- Personal Property"; certified abutters lists; Asst Assr attended ECAA meeting 1/15/2015; HR grant interview; 2014 Annual report for review; email concerning Building permits for 57 Little Nahant Rd; New Town Halls- discuss implications; Discuss HR issues and interview outcome with current Town of Nahant Handbook; Conflict of Interest Law for Municipal Employees update;

Financial Items: Vouchers; Commitment reports; Monthly Abatement reports; FY2016 Budget request; 4th Batch of FY15 Real Estate Exemptions for approval; Essex County Average Tax Rate, Prepare for Fin/Com meeting (scheduled for 2/3/15 at 8:00pm) to discuss FY16 budget request; Review results of recent inspections and deliberate on revised assessments for FY2015 abatement applications; Assessment and Budget increase report;

C. **Any Unfinished Business:** IT Action plan & status; ESRI problems, Canon copier has finisher errors and calibrating issues, Asst Assr computer is deadly slow;

D. **New Business:**

Prepare for Real Estate Abatements- set additional dates for hearings and/or inspections.

Any unforeseen/unexpected business that comes after the posting of this meeting notice MAY, or MAY NOT, be included as an item to discuss at the B.O.A. meeting. The decision to include any new business after posting rests with Asst. Assr. and/or any member of the B.O.A.

E. **Next BOA Meeting:** to be determined at meeting

F. **Adjournment:** on completion of business.