

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- JUNE 29, 2017: OPENING AT: 8:00PM**

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

SIGNATURE OR AUTHORIZED PERSON & DATE: **SHEILA K HAMBLETON, ASST ASSESSOR, 6/27/17**

AGENDA ITEMS

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

Guest(s)attendance: _____

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

Administrative Responsibilities/ Assistant Assessor's reports: Meeting Notice; Approve prior Meeting Minutes; Emails & Correspondence; Asst Assessor Clerk job status; Certification FY18 status; AssessPro & Zobrio conversion for Exemptions; USPAP course- Sheila; Sheila's MAAO certification status; Stony & Tudor Beach Title search update; Office supplies; Destruction of records update; Tax title redemptions; MAAO & ECAA announcements;

Financial Items: NECS lease agreement, Vouchers, FY17 budget status, FY2018 budget

C. **Any Unfinished Business:**

D. **New Business:**

*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 this B.O.A. meeting
The decision to include any new business after posting rests with Asst. Assr. and/or B.O.A.*

E. **Next BOA Meeting:** to be determined at meeting: possibly July 13th or July 27th, 2017

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