

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 4, 2015: OPENING AT: 8:00PM

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

SIGNATURE OR AUTHORIZED PERSON & DATE: _____

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 May 28th: Employee Attendance and Performance; Job descriptions; Office hours; Vacation requests; office staffing; Interdepartmental & General Correspondence; Emails; Upcoming assessor meetings & workshops for MAAO recertification; Department head meeting debrief

Financial Items: BOA vote to approve Vouchers; Discuss voucher approval authority; Outstanding Boat Excise status; Assessors map changes for Jan 1, 2015 status; Commitment results; May Monthly abatement reports for CPA; Review results of inspections and deliberate on revised assessments for FY2015 abatement applications; Revised & omitted assessments status; FY2015 budget status; FY2016 budget review; Licenses & Support budget report (previously tabled)

C. **Old & Unfinished Business:** ON GOING- IT Action plan & status; ESRI problems, Asst Assr computer is deadly slow; New appraisal server is at Town hall, accessories still arriving- status;

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 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.