



TOWN OF NORTON

BOARD OF ASSESSORS

MINUTES

Date: August 4, 2011 Time: 3:30 p.m.

Members & Staff Present: Barbara Martin, Chairman, Stephen F. Macek, Clerk, Robert J. Bouchard, Member and Lisa Cathcart, Director of Assessing.

Members Not Present: N/A

The meeting was called to order at: 3:30 p.m.

Approval of Minutes: Motion by S. Macek, 2nd by R. Bouchard to approve minutes of June 23, 2011 meeting.
Voted unanimously to approve.

Meeting Motions / Actions and Summary of Discussions:

- Correspondence: Resignation of Assessing Clerk
- Old Business:
- New Business:
 1. Motion by S. Macek, 2nd by B. Martin to send out Preliminary Tax Bills if necessary. Voted unanimously to accept.
 2. Signed Payroll.
 3. Signed Monthly Lists.
 4. Motion by S. Macek, 2nd by B. Martin to accept AT&T settlement with depreciation schedule. Voted unanimously to accept.
 5. Discussed and accepted resignation of Assessing Clerk .
 6. Motion by S. Macek, 2nd by B. Marin to accept 2011 Town Report as written. Voted unanimously to accept.

List of Documents and Other Exhibits used at Meeting:

1. Resignation of Assessing Clerk

Next Meeting: August 11, 2011 @ 3:30 p.m.

Meeting adjourned at: 4:28 p.m.

Respectfully submitted – Board of Assessors
