



# TOWN OF NORTON

## BOARD OF ASSESSORS

### MINUTES

Date: August 11, 2011 Time: 3:30 p.m.

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

Members Not Present: Barbara E. Martin, Chairman

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

Approval of Minutes: Minutes of August 4, 2011 tabled until next meeting.

#### *Meeting Motions / Actions and Summary of Discussions:*

- Correspondence: Received notice of Chartley Swamp Parcels for donation.
- Old Business:
- New Business:
  1. Signed Payroll.
  2. Interviewed candidate for Assessing Clerk vacancy.
  3. Discussion of other applicants in pool.

#### **List of Documents and Other Exhibits used at Meeting:**

1. Job application for Assessing Clerk vacancy.

Next Meeting: August 18, 2011 @ 3:30 p.m.

Meeting adjourned at: 4:15 p.m.

Respectfully submitted – Board of Assessors

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