



# MINUTES

## TOWN OF NORTON

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Board/ Committee: Board of Assessors

Meeting Date: February 6, 2018 Time: 4:30 p.m.

Meeting Location: Norton Town Hall, 70 East Main St, 2<sup>nd</sup> floor

Members & Staff Present: James Riley, Chairman; Cheryll-Ann Senior, Member; Carolann McCarron, Clerk ; and Denise Ellis, Director of Assessing

Members Not Present: \_\_\_\_\_

The meeting was called to order at 4:37 p.m. and adjourned at 5:45 p.m.

Minutes from the January 23, 2018 meeting were reviewed. Jim motioned to approve Minutes as written, and Carolann seconded the motion. All in favor.

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

Old Business: None

### New Business:

1. Vendor bills reviewed and signed by all. (Assessor's Technician mileage reimbursement; Bristol County Assessors Assoc Dues; business cards and office supplies).
2. Payroll for Weeks ending 2/3/18 and 2/10/18 signed by Jim.
3. Reviewed eight (8) FY '18 Real Estate and Personal Property Abatement Applications.

Carolann motioned to approve three (3) Real Property Abatement Applications [1-Garage, 1-Basement, 1-Value @ sale] and Cheryll-Ann seconded the motion. One Real Property Abatement Application was denied due to Assessors not granted access to the property from owner. Carolann motioned to deny this one application and Cheryll-Ann seconded the motion. All in favor.

Four (4) Commercial Property Abatement Applications denied due to lack of supporting documentation with applications. Carolann motioned to deny the four applications and Cheryll-Ann seconded the motion. All in favor.

Two ATB cases due to go to Board next week.

4. Reviewed and signed FY'18 Denial Notices for Real Property Tax Abatements as follows: four (4) commercial and one (1) real property.

5. Reviewed and signed Monthly Lists (Motor Vehicle Excise Abatements).
6. Reviewed nine (9) FY'18 Real Estate Tax Exemption Applications.  
Carolann motioned to approve all nine applications and Cheryll-Ann seconded the motion. All in favor.

Exemption Applications as follows:

41D (Senior) – 6 signed  
Deferral – 1 signed  
22 (Veteran) – 2 signed

Other Business: Fire Department on board with notifying Assessor's Office when they are scheduled to go out (Tuesdays and Thursdays) and conduct property smoke detector checks [with owner's notice], so that Assessor's Office can coordinate property assessments on same date and time-frame.

Next BOA Meeting set for Tuesday, February 20, 2018 at 4:30 p.m.

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

- **January 23, 2018 Meeting Minutes**
- **Vendor Bills and Payroll Warrant and Commitment**
- **Nine (9) FY'18 Real Estate Tax Exemption Applications**
- **Monthly Lists (Motor Vehicle Excise Abatements)**
- **Eight (8) FY '18 Real Estate and Personal Property Tax Abatement Applications**

Minutes respectfully  
submitted by:

Chairman Signature

**James M. Riley**

  
