



# MINUTES

## TOWN OF NORTON

Town Clerk Date/ Time Stamp

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2017 JUL 20 P 12:52

Board/ Committee: Board of Assessors

Meeting Date: June 27, 2017 Time: 5:00

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

Members & Staff Present: C. McCarron, Chairman; J. Riley, Clerk; and D. Ellis, Director of Assessing

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

The meeting was called to order at 4:58 p.m. and adjourned at 5:44 p.m.

Minutes from the May 30, 2017 Meeting were reviewed. Carolann motioned to approve as written and Jim seconded the motion.

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

#### Old Business:

1. Discussion on BOA vacancy. Denise Ellis will reach out to past assessor to see if anyone has any interest.
2. Discussion on budget for Fiscal Year 2019. Will need to request \$10,000 at Town Meeting for re-evaluation services. Second laser for office and education budget.
3. Discussed the Proposal for Re-evaluation Program- over \$100,000.00. Sent out to bid. Paul Kapinos & Associates was the only vendor to bid. Carolann motioned to accept the proposal and Jim Riley seconded the motion. We will continue using the services of Paul Kapinos & Associates.
4. Reviewed and signed Payroll Warrant.
5. Reviewed and signed Month-End Reports.
6. Reviewed and signed Motor Vehicle Commitments/Warrants.
7. Reviewed and signed Form of List Extension Requests.
8. Discussed IT grant. Denise advised the grant was received.

#### New Business:

##### Brief discussion on calendar:

1. Preliminary tax bills going out.
2. Cyclic inspections to begin.
3. Interim certification – review sales data, new growth, 95% valuation.
4. Next BOA Meeting set for August 1, 2017.

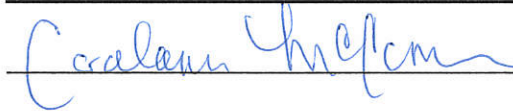
**List of Documents and Other Exhibits used at Meeting:**

- **May 30, 2017 Meeting Minutes**
- **Proposal for Re-evaluation Program**
- **Payroll & Vendor Bills**
- **Month End Reports**
- **MVE Commitments & Warrants**
- **Form of List Extension Requests**

Minutes respectfully  
submitted by:

**Denise Ellis**

Chairman Signature

A handwritten signature in blue ink, appearing to read 'Coralynn Thompson', is written over a horizontal line.