



MINUTES

TOWN OF NORTON

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Board/ Committee: Board of Assessors

Meeting Date: December 12, 2017

Time: 4:30 p.m.

Meeting Location: Norton Town Hall, 70 East Main St, 2nd floor

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

Members Not Present: _____

The meeting was called to order at 4:30 p.m. and adjourned at 5:11 p.m.

Minutes from the November 28, 2017 Meeting were reviewed. Carolann motioned to approve Minutes as written, and Jim seconded the motion. All in favor.

Meeting Motions / Actions and Summary of Discussions:

Old Business: Veteran's Exemption – 22E: if VA letter states "100% unemployable," then exemption is allowed; exemption is also allowed with VA letter stating 100% disability. Denise will review final paperwork and vote from 2009.

New Business:

1. Vendor bills approved and signed. (Mileage reimbursement for "Assessor's Course 100" classes for Assessor's Technician and Assessing Secretary; Paul Kapinos Software contract; Registration fee for "Assessor's Course 200" for Assessor's Technician; purchase of coat rack for office).
2. Reviewed three (3) FY'18 Real Estate Tax Exemptions applications. Carolann motioned to approve all but one application (41D Senior Application), and Cheryll-Ann seconded the motion. All in favor.

Exemption Applications as follows:

17E (Surviving Spouse) - 1 signed
41D (Senior) – 1 signed
41D (Senior) – 1 DENIED

3. Monthly Lists – Motor Vehicle Abatements approved and signed.
4. MV Warrants & Commitments approved and signed.

Other Business: Real Estate and Personal Property Tax Commitments approved and signed as follows:

Real Estate: \$34,619,405.97
Personal Property: \$952,540.97
Senior Work-Off Tax Exemptions approved.

Denise discussed signing authority for assessor bills. Is there a limit amount? Denise will ask Town Accountant if there are any specifications.

Next BOA Meeting set for Wednesday, January 3, 2018 at 4:30 p.m.

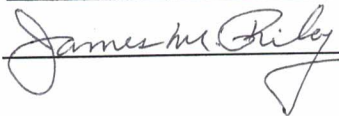
List of Documents and Other Exhibits used at Meeting:

- November 28, 2017 Meeting Minutes
- Vendor Bills and Payroll Warrants & Commitments
- Three (3) FY'18 Real Estate Tax Exemption Applications
- Monthly Lists
- Motor Vehicle Warrants & Commitments
- Real Estate and Personal Property Tax Commitments
- Senior Work-Off documentation to support tax exemptions

Minutes respectfully
submitted by:

Chairman Signature

James Riley

A handwritten signature in cursive script, reading "James M. Riley", is written over a horizontal line.