

Pursuant to MGL 30A, S 18-25 all meeting notices must be filed and time stamped in the Town Clerk's office and posted at least 48 hrs prior to a scheduled meeting (excluding Sat, Sun, & holidays)



TOWN CLERK'S STAMP

**MEETING NOTICE  
NAHANT BOARD OF ASSESSORS**

**MEETING TO BE HELD ON: THURSDAY- SEPTEMBER 7, 2017: OPENING AT: 8:00PM**

**LOCATION: NAHANT ASSESSOR'S OFFICE-TOWN HALL: 334 NAHANT RD**

**SIGNATURE OR AUTHORIZED PERSON & DATE: SHEILA K HAMBLETON, ASST ASSESSOR, 8/31/17**

**AGENDA ITEMS**

A. **Roll Call by Chairman:** MSR\_\_\_\_\_ DPH\_\_\_\_\_ RMO\_\_\_\_\_ SKH\_\_\_\_\_

Guest(s)attendance: \_\_\_\_\_

B. **Regular Business:** Including Department Of Revenue (DOR)

**Administrative Responsibilities/ Assistant Assessor's reports:** Meeting Notice; Approve prior Meeting Minutes; Emails & Correspondence; Asst Assessor monthly absenteeism report, Asst Assessor Dr's appts & vacation plans; Asst Assessor Clerk job status; Certification FY18 status; USPAP course; Sheila's MAAO certification status; Abutters lists, Tax title redemptions; FY2018 Tax Recap & Tax classification hearing date/status; Open Meeting laws; IT committee; MAAO, IAAO, ECAA etc announcements; Library "Branding"

**Financial Items:** Vouchers; 2017 state owned land value, monthly abatement reports, commitments

C. **Any Unfinished Business:** Stony & Tudor Beach Title search update

D. **New Business:**

*Any unforeseen/unexpected business that comes after the posting of this meeting notice MAY, or MAY NOT, be included as an item to discuss at this B.O.A. meeting  
The decision to include any new business after posting rests with Asst. Assr. and/or B.O.A.*

E. **Next BOA Meeting:** to be determined at meeting: September 14<sup>th</sup> for regular meeting and Tax Classification Hearing

F. **Adjournment:** on completion of business.