

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 21, 2017: OPENING AT: 7:30PM

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

SIGNATURE OR AUTHORIZED PERSON & DATE: SHEILA K HAMBLETON, ASST ASSESSOR, 9/18/17

### 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 Dr's appts & vacation plans; Asst Assessor Clerk job status; Sheila's MAAO certification status; Tax title redemptions; Liens to FY2108 RE commitment list; FY2018 Tax Recap & Tax classification hearing date/status; IT committee; MAAO, IAAO, ECAA etc announcements;

7:30pm TAX CALASSIFICATION HEARING- Adjourn to meet with Board of Selectmen, then reconvene.

Financial Items: Vouchers; commitments

C. Any Unfinished Business:

Reminder: Open Meeting Law- online certification  
Title Search- Tudor Beach 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: possibly September 28<sup>th</sup> or October 5<sup>th</sup> then Nov 2<sup>nd</sup>

F. Adjournment: on completion of business.