

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 24, 2015: OPENING AT: 8:00PM

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

SIGNATURE OR AUTHORIZED PERSON & DATE: _____

AGENDA ITEMS

A. **Roll Call by Chairman:** MSR_____ DPH_____ MCK_____ SKH_____

Guest(s)attendance: _____

B. **Regular Business:** Including Department Of Revenue (DOR)-IGR'S & Bulletins

- **Administrative Responsibilities/ Assistant Assessor's reports:** Meeting Notice; Approve Meeting Minutes Dated September 17th Interdepartmental & General Correspondence; Emails; FY16 DOR Gateway System Status; Summarize FY16 Tax Rate setting process; Ratify any votes necessary to set the FY2016 Tax Rate; commitment update for RE/PP/CPA/Water & Sewer liens and Motor Vehicle & Boat excise; summarize Assistant Assessor's clerk position: responsibilities and duties; update interview process for new shared position for Building Dept and Assessors Department.
- **Financial Items:** BOA vote to approve Vouchers; FY2016 Budget Summary.

C. **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 the B.O.A. meeting. The decision to include any new business after posting rests with Asst. Assr. and/or any member of the B.O.A.

D. **Next BOA Meeting:** To be determined

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