

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, JANUARY 7, 2016: OPENING AT: 8:00PM

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

SIGNATURE OR AUTHORIZED PERSON & DATE: SHEILA HAMBLETON, ASST ASSR; 1/5/2016

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 December 17, 2015; Interdepartmental & General Correspondence; Emails; Job description; FY2016 Real estate abatement hearings, inspections and deliberations; Status of FY15 ATB filing; Vote to approve RE exemptions, Draft tax revenue projection for former Military Housing at Bass Point; Town 2015 Calendar Report due to Selectmen's office on 1/29/16; certify abutters lists; vacation updates;
- **Financial Items:** BOA vote to approve Vouchers; Update on FY 2017 Budget with Jeff; Monthly abatement reports; appraisal contract review

C. **Old & Unfinished Business:** on-going ESRI & AssessPro mapping problems,

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 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.

E. **Next BOA Meeting:** expected date is Thursday, January 28, 2015 at 7:30pm

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